

# **FARINGDON TOWN COUNCIL**

The Pump House, 5 Market Place, FARINGDON, Oxfordshire, SN7 7JA  
Telephone 01367 240281 [www.faringdowntowncouncil.gov.uk](http://www.faringdowntowncouncil.gov.uk)  
Clerk: Sally Thurston



## **Minutes of a Town Council meeting**

held on Wednesday 8<sup>th</sup> February 2017 at 7.15 pm in the Jubilee Room, the Pump House, Faringdon.

**PRESENT:** Cllrs                      **Mike Wise**                      **(Town Mayor)**  
   **David Barron**  
   **Pauline Beesley**  
   **Jane Boulton**  
   **Al Cane**  
   **Angela Finn**  
   **Mark Greenwood**  
   **Andrew Marsden**  
   **Patrick Middleton**  
   **Steve Leniec**

**In Attendance:**                      **Sally Thurston, Town Clerk**  
   **D/Cllrs. Roger Cox**  
   **PC. Tom Prior Thames Valley Police**

- 1/3/17**                      **Apologies for Absence**  
Apologies from Cllrs. Julie Farmer, Kiera Bentley and C/Cllr. Judith Heathcoat were NOTED:
- 2/3/17**                      **Minutes of last meeting**  
The minutes for the meeting of Wednesday 18th January 2017 were signed as a correct record.
- 3/3/17**                      **Declarations of Interest**  
Cllr. Cane declared an interest as an agency payee on the Clerk's report agenda item 13. This was NOTED.
- 4/3/17**                      **Public Question Time**  
None received.
- 5/3/17**                      **Public Speaking Time**
- 6/3/17**                      **Reports from Outside Bodies**  
a) Thames Valley Police – An oral report from PC Tom Prior was NOTED with thanks.  
b) Town Team – Minutes from the last meeting of 19/1 /17 were NOTED  
c) Chamber of Commerce – a written report was NOTED.  
d) Faringdon Twinning Association - a written report was NOTED.  
e) Faringdon Community Bus – a written report was NOTED.
- 7/3/17**                      **County Councillor's report**  
County Cllr Judith Heathcoat submitted a written report which was NOTED.
- 8/3/17**                      **District Councillors' Report**  
District Cllr Roger Cox submitted a written report which was NOTED.
- 9/3/17**                      **Chairman's Activity Report**

Cllr Wise submitted a written report which was NOTED. Cllr. Wise informed members that he had circulated documents relating to the One Oxfordshire Unitary Authority proposal and encouraged all to read them.

The Clerk was asked to write a letter of congratulations to the Faringdon Dramatic Society on another excellent pantomime.

10/3/17

### Reports from Committees

Members NOTED minutes and reports of the following committee meetings and working parties including decisions taken under delegated authority:

- a) Planning & Highways: 24<sup>th</sup> January 2017
- b) Extra Finance and Audit 30<sup>th</sup> January 2017

11/3/17

### Planning and Highways

- a) Members NOTED an update on the Faringdon Neighbourhood plan which highlighted that a request for a judicial review against the VWHDC had been granted. No dates of the process had been decided. Faringdon Town Council would continue to take advice from the District Council as to what action is necessary.
- b) Members of the Planning and Highways committee considered application P16/V3225/O. Members felt unable to comment on the application as there was insufficient evidence to form an opinion. This was AGREED.

12/3/17

### Willes Close Triangle

Members were informed that the solicitor has advised that we can take an email received from OCC as confirmation that the garden or café do not contravene the proposed lease terms. The Council would save money and time to issue a lease in the first instance, once the group was a registered charity. The solicitor further advised that a promise of a lease should be sufficient for the group to attain charitable status. The Sensory Garden has suggested the following amendments to the draft lease:

1. The leaseholder needs to be the CIO "Faringdon Sensory Garden" and not the trustees
2. Public Liability Insurance - Landlord needs to have "reasonable expectations" met. The Sensory Garden would like the cover amount stated in the lease.
3. Site edged in red on the plan – Please include a plan
4. Work to start in within 12 months rather than 6 months.

It was PROPOSED that the Clerk be delegated authority to instruct the solicitor to update the lease including the above amendments. This was AGREED. It was further PROPOSED that a new amended lease be considered by the Finance and Audit Committee once the Sensory Garden group was a registered charity. This was SECONDED and RESOLVED.

13/3/17

### Clerk's Report & Schedule of Payments

Cllr Wise PROPOSED the following bills be authorised and paid this was SECONDED by Cllr Marsden and CARRIED.

<b>CLERK'S REPORT February 2017</b>		
<b>December Salaries</b>		
Salaries by BACS	Salaries	£ 13,288.46
HMRC by BACS	Tax and NI	£ 2,146.08
OCC by Cheque	Pension Contributions	£ 3,992.44
<b>Cheques paid early due to urgency</b>		
Moorhouse Heating Ltd	Boiler service	£ 264.00
Uffington Potters	Agency	£ 581.85

Mike Bradley	Agency	£ 175.00
Community Bus	Agency	£ 541.00
Alto Digital	Copier Costs Oct	£ 79.96
Handy Garden Machinery	Strimmer	£ 699.00
<b>Cheques</b>		
Michaelsson	Pump House project Roof repair	£ 780.00
Scrapstore - ST Reimburse	New Computers	£ 337.00
Automotive Leasing	Van Lease	£ 169.48
Tom Wheeler	Window and bus shelter cleaning	£ 95.00
Alto Digital	Copier Costs Jan	£ 47.98
Digi press	Business Cards	£ 36.00
Travis Perkins	Notice Board repair	£ 130.69
Screw Fix	Locks P/House & Maintenance	£ 168.30
Davis	Maintenance Items	£ 33.42
Faringdon Newspapers	Venues Ad	£ 60.00
Viking	Stationery	£ 67.78
Film Bank	Film License	£ 99.60
SLCC	Training	£ 394.80
Microshade	IT Hosting	£ 288.30
<b>FIC Payments</b>		
Cards For Good Coauses	Xmas Card Sales	£ 5,170.92
Oxfordshire Geology Trust	Stock	£ 30.00
PMG Schoolwear	Stock	£ 29.98
H Martin	Agency	£ 22.61
A Cane	Agency	£ 31.88
Faringdon Newspapers	Stock	£ 9.60
Image Acoustic	Agency	£ 660.00
<b>Direct Debits</b>		
Coop Bank	Credit Card	£ 321.47
Associated Networks	Web Hosting	£ 22.80
Fuel Card Services	Van / tractor Fuel	£ 1.20
O2	Youth Workers Mobile Phones x 2	£ 30.00
O2	Council Mobiles x 2	£ 30.38
Mainstream	Phone	£ 267.45
SSE	C/Exchange Electricity	£ 928.68
	P/House Electricity	£ 609.63
	P/House Project Electricity - to be	£ 699.69
	OTH Electricity	£ 396.32
	P/House Gas	£ 464.33
Thames Water	P/House	£ 83.60
	C/Exchange	£ 98.23
	Tuckers - to be reimbursed	£ 169.23
	OTH	£ 29.55
<b>Total Town Council Invoices</b>		<b>£ 34,583.69</b>

- 14/3/17 Faringdon Children's Centre**  
Members received and considered proposals for Faringdon Town Council to support financially a Children's Centre in the Town, by employing staff members, up to a cost of £16,650 per annum. It was PROPOSED that agreement for funding be approved in principle, on the proviso that the group who would operate the Children's Centre formalised as a charity. This was SECONDED and RESOLVED. It was further PROPOSED that a grant to fund staff should be investigated in the interim period whilst the Charity is being formed. This was AGREED.
- 15/3/17 Policies**  
It was PROPOSED that the following draft policies be APPROVED this was SECONDED and RESOLVED.
- a) Faringdon Town Council Publication Scheme
  - b) Data Protection Policy
  - c) Document Retention Policy
- 16/3/17 Buses and Transport**
- a) It was PROPOSED that Cllr. Al Cane be appointed as Parish Transport Representative. This was RESOLVED.
  - b) It was PROPOSED that Cllr. David Barron be appointed Faringdon Community Bus Representative. This was RESOLVED.
- 17/3/17 Market Charter 800<sup>th</sup> Anniversary**
- a) Members received and NOTED suggestions to mark the 800th Anniversary of the Market Charter for the town.
  - b) It was PROPOSED that a Working Party to oversee planning a celebration be formed. This was RESOLVED. Cllrs. Wise, Cane and Beesley and Rebekah Pugh, Deputy Town Clerk were nominated to be members of the working party this was SECONDED and RESOLVED.
- 18/3/17 Bromsgrove Day Centre**  
Members received and NOTED information regarding the withdrawal of funds and possible closure of the twice weekly day centre for the elderly. It was PROPOSED that the Clerk write to Oxfordshire County Council registering the Town Council's opposition to this funding cut. This was RESOLVED. It was further PROPOSED that the impact of this decision be investigated further. This was AGREED. Cllr. Beesley was nominated to look into this and report back to council. This was AGREED.
- 18/3/17 Items for Information Only**  
The Town Clerk informed members that as part of her studies in 2017 she would be carrying out a research project. Members were asked to forward any suggestions for the project to the Town Clerk.  
Cllr. Greenwood gave members a copy of a Grant Thornton Guide to local authority accounts (2014).
- 19/3/17 Correspondence**  
Members received and NOTED, for information only, correspondence up to and including 8<sup>th</sup> February 2017.