

FARINGDON TOWN COUNCIL

The Pump House, 5 Market Place, FARINGDON, Oxfordshire, SN7 7HL

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Clerk: Sally Thurston



Minutes of a meeting of the Facilities Committee held on Wednesday 18th October 2017 at 7.15pm in the Jubilee Room, the Pump House, Faringdon.

Cllrs Present:	Jane Boulton (Chairman) David Barron Mark Greenwood Andrew Marsden Mike Wise Anne-Marie Wright
In attendance:	Sally Thurston (Town Clerk) Rebekah Pugh (Deputy Town Clerk) Phil Matson (Facilities Manager)
1/3/17	Apologies for Absence Apologies were received from Cllrs. Angela Finn and Steve Leniec
2/3/17	Elect a Vice Chair Cllr. Wright was elected as Vice Chair at the meeting held on Wednesday 19 th July 2017. This was NOTED.
3/3/17	Minutes of last meeting The minutes of the meeting held on Wednesday 13 th September were agreed as a correct record.
4/3/17	Declarations of Interest None
5/3/17	Public Question Time None
6/3/17	Public Speaking Time None
7/3/17	Financial Report i) The following financial reports were NOTED: a. Corn Exchange b. Pump House c. R&OS ii) Members considered capital projects for 2017/2018. No projects were suggested at this time.
8/3/17	Facilities Reports Members received and NOTED updates and reports including: i) Bar Manager - None available ii) Facilities Manager a) Elms Tennis Court None available b) Allotments It was NOTED that the waiting list was currently very short. c) Tuckers Play area Vandalism and rubbish continue to be a problem. d) All Saints Church Yard It was NOTED that the recent ghost walks had been asked not to use the Church Yard. The Clerk was asked to approach the vicar and discuss the reasons behind this. e) Town park Apple trees had been vandalised. It was suggested that the apple tree

	<p>gifted to the Town by our twin town be removed and planted in a pot in the Pump House garden. This was AGREED.</p> <p>f) Oakwood Park No issues</p> <p>g) Christmas Lights Ring main currently being installed.</p> <p>h) Tidy Team Good work done. Further requests coming in.</p> <p>i) Corn exchange Floor now drying out well following leak. New equipment has been installed behind bar. It was NOTED that a recent event in the Corn Exchange was oversubscribed. The Committee asked the Facilities Manager to ensure that no more than 150 chairs were provided.</p> <p>j) Pump House No issues</p> <p>iii) Bookings Clerk – None available</p>
9/3/17	<p>Health and Safety Members were informed that:</p> <ul style="list-style-type: none"> • A health and safety visit would take place on Tuesday 24th October • The Fire Safety Officer had visited the Corn Exchange and had made several suggestions that had been implemented. • Fire Risk Assessments were currently being reviewed.
10/3/17	<p>Allotment Additional Buildings Policy It was suggested that petrol be added to the list of hazardous substances. It was PROPOSED that the draft policy be adopted with this amendment. This was SECONDED and RESOLVED.</p>
11/3/17	<p>Security Review Members received a security review following a break in at the Pump House. It was PROPOSED that the Clerk implement immediate measures where possible and cost further measures and additional lone working safeguards. This was SECONDED and RESOLVED.</p>
12/3/17	<p>Pump House History Members received and NOTED a report following a visit from Peggy Trotter who lived in the Pump House in 1927.</p>
13/3/17	<p>CCTV Members considered at length the merits of CCTV on Town Council property following increased vandalism at the Councils parks. The Town Clerk was concerned that; this spate of vandalism was very demoralising to staff, staff were at risk from vandals and that some younger families were being prohibited from using the parks. It was suggested that the Clerk contact the crime prevention officer to ask for advice. This was AGREED. It was also suggested that the Clerk write a press release informing residents that vandalism had increased and the cost of this damage to them. This was AGREED. It was PROPOSED that a recommendation be made to Council that it should investigate the installation of CCTV. This was SECONDED and RESOLVED. Cllr. Mark Greenwood wished it to be noted that he vehemently disagreed with the installation of CCTV.</p>
14/3/17	<p>Items for Information Only</p> <ul style="list-style-type: none"> • Members received an update on Corn Exchange floor following a leak. It was reported that the floor was drying out and it was hoped that an insurance claim would not be necessary. The insurance company had been informed in the event that a claim became required. • Pyrotech contracts came to attention too late for this meeting and will be taken to the Finance and Audit Committee for consideration

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| | <ul style="list-style-type: none">• The Clerk has completed a survey and focus groups regarding noise in the Corn Exchange. Results will be circulated and ready to be discussed at next meeting.• Crocus bulbs were being planted in the Churchyard, Town park and planters in partnership with Faringdon Rotary who had supplied the bulbs. |
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