

FARINGDON TOWN COUNCIL

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

Telephone 01367 240281

www.faringdowntowncouncil.gov.uk

Clerk: Sally Thurston



Minutes of a meeting of Faringdon Town Council held on Wednesday 11th July 2018 at 7.15pm in the Jubilee Room, the Pump House,

Cllrs present:	Keira Bentley (Acting Chair) Jane Boulton Al Cane Julie Farmer Angela Finn Steve Leniec Andrew Marsden Mike Wise
In attendance:	Sally Thurston C/Cllr. Judith Heathcoat D/Cllr. Roger Cox
1/11/18	Apologies for Absence Cllrs. David Barron, Anne Marie Wright and Richard Marsh. D/Cllr Mohinder Kainth. Rebekah Pugh Deputy Town Clerk
2/11/18	Minutes of last meeting The minutes of the meeting held on Wednesday 13 th June 2018 were signed as a correct record.
3/11/18	Declarations of Interest & requests for dispensations Cllr. Cane declared an interest in the Clerks Report as a payee and would not vote on that item. This was NOTED.
4/11/18	Public Participation Time None
5/11/18	Reports from Outside Bodies Members received and NOTED a Thames Valley Police newsletter. Members enquired about the status of the Chamber of Commerce, the Clerk was asked to contact the Chamber to confirm.
6/11/18	County Councillor's Report Members received and NOTED a report from County Cllr. Judith Heathcoat. Concern was raised about the safety of the A420 which were NOTED.
7/11/18	District Councillors' Report Members received and NOTED a report from District Cllrs. Roger Cox and Mohinder Kainth. Members raised concern that the council/residents were not informed about a development that was not in the parish but would have a significant impact on the Town. Cllr. Cox NOTED this.
8/11/18	Chairman's Activity Report Members received and NOTED an activity report from Town Mayor, Cllr. David Barron and Deputy Mayor, Cllr. Kiera Bentley. Councillors were all encouraged to send any activity to the Town Clerk, so it could be included in the report and on the website.
9/11/18	Reports from Committees Members received and NOTED minutes and reports of the following committee meetings, including decisions taken under delegated authority: a) Facilities: 21 st June 2018 b) Planning & Highways: 28 th June 2018 Cllr. Wise informed members that he and the Clerk had attended a Community Governance review which concluded that the boundary of Faringdon should be extended to include all the land at Steeds Farm, Coxwell Rd. Cllr. Finn enquired on the status of the sewage works in Faringdon, which had been delaying development. It was thought that the sewage works were now able to accommodate development but there was concern that the fresh water supply was under pressure. The Clerk was asked to obtain a status report from Thames Water. This was AGREED.

	c) Community and Partnerships: 4 th July 2018
10/11/2018	Clerk's Report & Schedule of Payments (appendix 1) Cllr. Marsden PROPOSED that schedule of payments up to and including July 11 th , 2018 Be APPROVED. This was SECONDED by Cllr. Wise and RESOLVED.
11/12/18	Standing Orders Cllr. Wise PROPOSED that the revised Standing Orders based on the NALC model be APPROVED and ADOPTED. This was SECONDED by Cllr. Farmer and RESOLVED.
12/11/18	Councillor Vacancy Members discussed recruitment for a Councillor to fill the Casual Vacancy arising from Cllr. Beesley's resignation. The VWHDC had confirmed that no election had been called so FTC could fill the vacancy by co-option Cllr. Leniec expressed disappointment that there would be no election and felt the council should be more proactive in recruitment of councillors. It was AGREED that a plan was needed to attract councillors for the 2019 elections. Members felt that a warded town would help both in recruitment and canvassing. The Clerk was asked to investigate other warded towns of the same size as Faringdon and enquire if warding could be investigated again by VWHDC. Cllr. Leniec would draft a proposal for the next meeting. It was PROPOSED that a draft advertisement be APPROVED, and co-option take place in September if suitable candidates come forward. This was SECONDED and RESOLVED.
13/11/18	Faringdon Area Traffic Advisory Committee To review membership of the committee. This was DEFERRED to the next meeting to enable Cllr. Barron to be present.
14/11/18	General Data Protection Regulations Cllr. Bentley PROPOSED that the following GDPR policies and procedures be APPROVED and ADOPTED. This was SECONDED and RESOLVED. i. General Privacy Notice ii. Staff and Members Privacy Notice iii. Privacy Policy iv. Subject Access Requests Policy v. Retention Policy It was NOTED that a Data Breach Response Plan would be drafted for the next meeting.
15/11/18	Faringdon in Bloom 2018 Members NOTED a report and thanked FTC staff for the huge amount of work that went into the competition. Members also thanked Mr. Paul Gray who judged the competition.
16/11/18	Leisure Centre Members received and NOTED a report following a recent meeting between the Town Clerk, Deputy Town Clerk and Leisure Centre Manager, Mr. A. Towne. The report highlighted the areas in which the Leisure Centre and the Council could work together.
17/11/18	Bus Shelters Members considered accepting responsibility for the bus shelters installed on Park Rd. An offer of £5000 per shelter had been received from Oxfordshire County Council to cover future maintenance. Cllr. Marsden queried why this was less than was received for the previous shelters. It was PROPOSED that £6,600 be requested per shelter. This was SECONDED and RESOLVED. It was further PROPOSED that the Clerk be delegated to accept responsibility, for the bus shelters, at a minimum of £5,000 per shelter. This was SECONDED and RESOLVED.
18/11/18	Items for Information Only Members were informed of the following: a. Due to current internal reorganisations along with staff absence at VWHDC, the response to the complaint to VWHDC regarding allocation of s106 funds has been delayed from Monday 9 July to Friday 13 July. b. The Council has a busy few months coming up, Councillors were encouraged to promote and attend as many of the following events as possible: <u>July</u> 11 th Football in Corn Exchange 21 st Lest we forget collection event and living history 28/29/30 th Folly Fest <u>August</u> 18 th WW1 Hospital Museum Opens 25/26 th Church Flower Remembrance event

	<p>26th Outdoor Cinema 31st Play day event <u>September</u> Museum launch evening TBC 15th Heritage Day <u>October</u> 20th Young Traders Market <u>November</u> Community poppy – events to hold rock painting and engagement with the schools 9/10/11th Remembrance Exhibition 11th Remembrance Parade 11th Beacon lighting – Bells of peace 6.45pm 11th Remembrance dinner 7.15pm £25 per ticket <u>December</u> 1st Festive Faringdon evening event TBC 15th Christmas Market</p>
<p>19/11/18</p>	<p>Correspondence The correspondence, from 13th June up to and including 11th July 2018, was unavailable until the end of the meeting. This correspondence would be made available again at the next meeting.</p>

Appendix 1

CLERK'S REPORT JULY 2018		
Salaries JULY		
Salaries by BACS	Salaries	£ 12,339.52
HMRC by BACS	Tax and NI	£ 2,482.34
OCC by Cheque	Pension Contributions	£ 3,955.36
BACS Payments		
S Vogt (paid)	Community Award Prize	£ 100.00
S Ebanja (paid)	Petty Cash reimburse	£ 9.75
Travis Perkins	Line paint	£ 16.80
OALC	Chairman Training	£ 192.00
AIS	Copier Costs	£ 86.27
S Florey	Agency	£ 6.30
Leaseplan	Van Lease	£ 169.48
OCC pension Fund	Early Retirement	£ 410.85
TVE	Safety Harness	£ 21.59
Seldram Supplies	Cleaning products (annual)	£ 515.57
CIS	Hosted IT	£ 193.80
D Barron	Mayors Expenses	£ 112.80
Faringdon Newspapers	Advertising	£ 183.19
ANLX	Wen hosting	£ 22.80
Spurgeons	Family Services	£ 2,763.08
IAC	Internal Audit fee	£ 390.00
Tuckers Recreation Ground Trust	Rent transfer (Judo)	£ 5.00
Digi Press	Whats On leaflets	£ 82.40
A Saunders	Agency	£ 130.95
The Place	Faringdon Follies Gala	£ 425.00
J Marshall	Agency	£ 85.50
L Remington	Agency	£ 153.00
H Martin	Agency	£ 31.77
J Fennelly	Agency	£ 27.00
FCB	Agency	£ 228.00
A Cane	Agency	£ 19.35
M Bradley	Agency	£ 94.50
Sarah Rowe Design	Design	£ 140.00
Aston and James	CC Stationery	£ 35.84
A Pagett	Stock	£ 186.00

IN4m	Stock	£ 90.00
Microshade	Anti Virus	£ 43.20
Filmbank	License	£ 122.15
Ellis Whittam	Insurance	£ 199.80
Direct Debits		
Coop bank	Credit Card repay	£ 432.43
VWHDC	Rates PH	£ 357.00
VWHDC	Rates C/Ex	£ 744.00
Castle Water	Pump House water	£ 31.15
Castle Water	Corn Exchange Water	£ 34.66
British Gas	P House	£ 63.77
Fuel Card services	Fuel	£ 39.52
Mainstream	Telephone and Broadband	£ 145.75
O2	Mobiles	£ 71.66
Screwfix	Maintenance items	£ 58.98
Barclay Card	Merchant fee	£ 26.61
SSE	C/Ex Gas	£ 1,586.96
Total Town Council Invoices		£ 29,663.45