

# **FARINGDON TOWN COUNCIL**

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

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[www.faringdowntowncouncil.gov.uk](http://www.faringdowntowncouncil.gov.uk)

Clerk: Sally Thurston



<b>Minutes of a Facilities Committee meeting to be held on Wednesday 17<sup>th</sup> July at 7.15pm in the Jubilee Room, the Pump House, Faringdon.</b>	
<b>Cllrs Present:</b>	<b>Kiera Bentley (Chair)</b> <b>Julie Farmer</b> <b>Angela Finn</b> <b>Liz Swallow</b> <b>Mike Wise</b>
<b>In attendance</b>	<b>Cllr. Rosalind Burns</b> <b>Sally Thurston (Town Clerk)</b> <b>Marzia Sellitti (Deputy Town Clerk)</b> <b>Joanne King (Town Clerk's Assistant)</b>
<b>1/4/19</b>	<b>Apologies for Absence</b> Cllrs. Jane Boulton and Steve Leniec. Faringdon Sensory Garden representative.
<b>2/4/19</b>	<b>Elect a Vice Chair</b> It was PROPOSED that Cllr. Farmer be elected as Vice Chair of the Facilities Committee. This was SECONDED and RESOLVED.
<b>3/4/19</b>	<b>Minutes of last meeting</b> The minutes of meeting held on Wednesday 17 <sup>th</sup> April 2019 were signed as a correct record.
<b>4/4/19</b>	<b>Declarations of Interest</b> None
<b>5/4/19</b>	<b>Public Participation</b> A letter had been received requesting the installation of a bus shelter at the existing bus stop on Marlborough Street. This is an OCC responsibility. It was PROPOSED that the clerk request an audit of all bus shelters take place to ensure there was adequate provision. This was SECONDED and RESOLVED. The clerk would contact OCC to arrange this and also check that bus shelters provided as part of new developments were going ahead. Cllr. Swallow suggested that new bus shelters could be insect friendly with wildflowers on the roof.
<b>6/4/19</b>	<b>Terms of Reference</b> It was PROPOSED that the terms of reference be APPROVED. This was SECONDED and RESOLVED.
<b>7/4/19</b>	<b>Financial reports</b> Members NOTED financial reports for: a) Corn Exchange b) Pump House c) Recreation and Open Spaces
<b>8/4/19</b>	<b>To appoint members to the Christmas Lights Working Party</b> It was PROPOSED that the follow be elected to the CLWP: Cllrs. Bentley, Boulton and Swallow. The Town Clerk. This was SECONDED and RESOLVED
<b>9/4/19</b>	<b>Facilities Reports</b> Members NOTED the following updates and reports: a) Elms Tennis Court b) Allotments – it was NOTED that handover to the allotment society is almost complete. The Clerk was working with the allotment society to

	<p>provide accessible plots.</p> <ul style="list-style-type: none"> <li>c) Tuckers Play area</li> <li>d) All Saints Church Yard</li> <li>e) Town park</li> <li>f) Oakwood Park</li> <li>g) Tidy Team</li> <li>h) Grit Bins</li> <li>i) Bus Shelters</li> <li>j) Corn Exchange</li> <li>k) Pump House</li> </ul> <p>i) Members NOTED ROSPA inspection report</p>
<b>10/4/19</b>	<p><b>Wi-Fi</b></p> <ul style="list-style-type: none"> <li>a) Members NOTED an update from VWHDC regarding Wi-Fi in the Town Centre. It was AGREED that the clerk would contact VWHDC and ask them to reconsider providing Wi-Fi in the centre.</li> <li>b) Members considered a quote to improve Wi-Fi in the Pump House. It was AGREED that this work was necessary. The Clerk was asked to clarify the existing quote and obtain another. Both quotes should then be taken to Finance and Audit for discussions as it was felt that this was an Office and Establishment expense.</li> </ul>
<b>11/4/19</b>	<p><b>Willes Close</b></p> <p>Member received a proposal to make Willes Close Triangle a wildlife sanctuary. Cllr. Bentley PROPOSED that this project be fully costed and recommended to the Finance and Audit Committee. This was SECONDED and RESOLVED.</p>
<b>12/4/19</b>	<p><b>Town park</b></p> <ul style="list-style-type: none"> <li>a) Members discussed the lease arrangement for the park, which is currently held on a 6-month rolling lease. It was PROPOSED that the Clerk contact OCC and request an asset transfer of the park to FTC. This was SECONDED and RESOLVED.</li> <li>b) Members deferred reconsidering siting a statue in Town Park to allow a Faringdon Sensory Garden representative to be present.</li> </ul>
<b>13/4/19</b>	<p><b>Town Council App</b></p> <ul style="list-style-type: none"> <li>a) Members considered a proposal to create a Town Council App to assist in the operation of facilities. It was PROPOSED that a recommendation be made to Finance and Audit that the Town Council purchase the App. This was SECONDED and RESOLVED.</li> </ul>
<b>14/4/19</b>	<p><b>Remembrance Day Flags</b></p> <p>Members received a request to install remembrance flags throughout the town for Remembrance Day. It was AGREED that the clerk would work with the resident to assist with the project to install the flags. The Town Council were unable to grant permission to install flags on building they do not own. The Clerk was asked to investigate modifying the Christmas tree brackets which are owned by FTC to make them suitable flag holders.</p>
<b>15/4/19</b>	<p><b>Town Centre Regeneration Working Party</b></p> <p>It was AGREED the following recommendations be taken to Finance with full costings:</p> <ol style="list-style-type: none"> <li>1. Investigate a water refill station</li> <li>2. Provide bursaries for Town Centre properties of up to £50 for hanging baskets and up to £150 for external redecoration</li> <li>3. Provide benches on the Old Town Hall apron</li> <li>4. Provide a town sign and further planters in the Town Centre</li> <li>5. Provide large wire sculptures to collect plastic bottles</li> </ol>
<p>Cllr Bentley PROPOSED that due to the confidential nature of the item to be discussed the meeting should be held in confidential session and members of the public and press be asked to withdraw. This was SECONDED and RESOLVED. Cllr. Bentley reminded councillors that matters discussed under this item were confidential and should not be discussed outside the meeting.</p>	
<b>16/4/19</b>	<p><b>Corn Exchange Office</b></p> <p>Members considered a request from Faringdon Newspapers for a rent reduction. It was PROPOSED that the current rent for that space should not be reduced. It was further</p>

	PROPOSED that Faringdon Newspapers be offered an alternative space at the front of the Corn Exchange for £250+ VAT per month. This was SECONDED And RESOLVED.
<b>17/4/19</b>	<p><b>Condition Surveys</b></p> <p>Condition surveys had not yet been received for:</p> <ul style="list-style-type: none"> <li>a) The Pump House</li> <li>b) The Corn Exchange</li> </ul> <p>This item was deferred.</p>
<b>18/4/19</b>	<p><b>Southampton Street Carpark</b></p> <p>Members NOTED that this project was currently on hold by VWHDC. Progress was expected in October 2019.</p>
<b>19/4/19</b>	<p><b>Items for Information Only</b></p> <ul style="list-style-type: none"> <li>• Members received an update on anti-social behaviour in Town Park</li> <li>• Cllr. Farmer informed members she hoped to plan a Deputy Mayor art competition</li> </ul>
<b>20/4/19</b>	<p><b>To suggest agenda items for the next meeting</b></p> <ul style="list-style-type: none"> <li>• Cllr. Swallow raised concerns about road safety in the Junior School area – this would be added to the Faringdon Are Traffic Advisory Meeting agenda</li> <li>• Wildflowers on verges and public areas.</li> </ul>

The meeting closed at 8.40pm

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