

# **FARINGDON TOWN COUNCIL**

The Pump House, 5 Market Place FARINGDON,  
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Clerk: Sally Thurston



## **Minutes of Full Faringdon Town Council (FTC) meeting held on Monday 10<sup>th</sup> June 2024 at 7:00pm in the Jubilee Room, Pump House, Faringdon**

Cllrs. present: Peter Castle (Chair)  
Jane Boulton  
James Famakin (from item 14/6/24)  
Angela Finn  
Alan Ford  
Steve Leniec  
Rufus Lunn  
David Norris  
Chris Palmer  
Gene Webb

In Attendance: Sally Thurston, Town Clerk  
Margaret Nairne, Town Clerk's Assistant  
D/Cllr. Edwards  
C/Cllr. Thomas  
3 members of the public (2 online)

### **1/6/24 Apologies for Absence**

Cllr. Farmer; Cllr. Wise; Thames Valley Police

### **2/6/24 Minutes of last Meeting**

The Minutes of the meeting held on Wednesday 13th May 2024 were signed as a correct record.

### **3/6/24 Declarations of Interest & requests for dispensations**

Cllr. Lunn declared a non-pecuniary interest in Item 14/6/24(a) and would leave the room during the debate.

### **4/6/24 Public Speaking and Question Time**

None

### **5/6/24 Items for information and action list:**

Members NOTED the action list and the following item for information:  
VAT compliance check: compliance check passed and amount released

### **6/6/24 Correspondence**

Members NOTED a list of correspondence circulated by email up to and including 10th June 2024.

### **7/6/24 Reports from Outside Bodies**

Members NOTED a report from  
a) Thames Valley Police – no report this month  
b) Pump House Project AGM

### **8/6/24 County Councillor's Report**

Members NOTED a report from C/Cllr. Thomas.  
C/Cllr. Thomas paid tribute to the outgoing Clerk for the huge amount of help and support she has given over a number of years.

### **9/6/24 District Councillors' Report**

Members NOTED a report from D/Cllr. Edwards and D/Cllr. Thomas.

### **10/6/24 Chair's Activity Report**

Members NOTED the Mayor, Cllr. Peter Castle's, activity report.

### **11/6/24 Reports from Committees**

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

- a) Planning & Highways: 20th May 2024
- b) Climate Change WP: 20th May 2024

### **12/6/24 Faringdon Town Council Annual Accounts - 1st April 2023 to 31st March 2024**

- a) Cllr. Ford PROPOSED, Cllr. Boulton SECONDED and it was RESOLVED to ACCEPT the Annual Internal Audit Report.
- b) Cllr. Norris PROPOSED, Cllr. Palmer SECONDED and it was RESOLVED to APPROVE the Annual Governance Statement (section 1).
- c) Cllr. Ford PROPOSED, Cllr. Finn SECONDED and it was RESOLVED to APPROVE the Accounting Statements (section 2).
- d) Cllr. Norris PROPOSED, Cllr. Lunn SECONDED and it was RESOLVED to APPROVE explanations of variants.
- e) Cllr. Norris PROPOSED, Cllr. Palmer SECONDED and it was RESOLVED to NOTE year end bank reconciliations.
- f) Cllr. Norris PROPOSED, Cllr. Ford SECONDED and it was RESOLVED to APPROVE the dates for the period of public right to view accounts.

The Town Clerk was congratulated on facilitating an excellent audit.

### **13/6/24 Clerk's Report & Schedule of Payments**

- a) Cllr. Palmer PROPOSED, Cllr. Norris SECONDED to approve the schedule of payments up to and including 10<sup>th</sup> June 2024. This was RESOLVED.
- b) Members NOTED Clerk's external activities to 10<sup>th</sup> June 2024.

### **14/6/24 Planning Applications to Oxfordshire County Council awaiting comments from Faringdon Town Council:**

- a. Members consider application [MW.0151/23](#) Planning application by De Montalt Life Sciences Limited for planning permission: Outline flexible planning application for a total of up to 42,286 sq m GIA of commercial floorspace for Use Classes E(g) i (offices); and/or, E(g)(ii) (research and development); and/or, E(g)(iii) (light industrial); and/ or B2 (general industrial); and/or B8 (storage and distribution); and ancillary uses. All matters reserved for future determination except for access at Former Wicklesham Quarry, Faringdon, Oxfordshire, SN7 7PH

**It was PROPOSED and SECONDED to SUPPORT** the application with the following adjustments that are required to mitigate the impact on the town:

#### **1. Access arrangements to the site (Vehicular access)**

- a) Access to the site should include an exit on the existing roundabout to ensure traffic flow is not adversely impacted.
  - b) All traffic mitigations should be installed before construction work begins
2. Access and crossing arrangements for pedestrians/cyclists etc across A420 to site

#### **2. Access and crossing arrangements for pedestrians/cyclists etc across A420 to site**

- a) FTC consider a pedestrian and cycle bridge essential to safely cross the A420.
- b) FTC strongly supports the recommendation for a second crossing at Sands Hill.

### **3. Scale/massing and effect on local landscape character.**

- a) Reducing building height further to 15m would further mitigate the impact on the surrounding landscape
- b) Any buildings without solar panels should have a living roof installed to increase biodiversity

**This was RESOLVED**

- b. Members considered application [MW.005/02](#) Details pursuant to Condition 23 (Restoration) of planning permission no. (MW.005/02) at Sands Hill Quarry, Faringdon.

**It was PROPOSED, SECONDED and RESOLVED to make NO OBJECTIONS**

### **15/6/24 IT Provision**

- a) Members PROPOSED, SECONDED and RESOLVED to delegate authority to the Town Clerk to sell or donate unused Lenovo tablets
- b) Following a decision to upgrade software used by councillors, members considered new and additional advice from Cloudy IT regarding councillor software which would give them Word, Excel and Powerpoint, using their councillor accounts. Cllr. Castle PROPOSED, Cllr. Ford SECONDED to accept Cloudy IT's proposal to purchase MS Office Business Basics via them through their councillor accounts. This was RESOLVED.
- c) Cllr. Castle PROPOSED, Cllr. Norris SECONDED and it was RESOLVED to go ahead with the renewal of IT contract at £6826.68. It was also agreed to carry out a full tender for June 2025 renewal.

### **16/6/24 Oxfordshire Councils Charter**

Members received and NOTED the Oxfordshire Councils Charter. It will be reconsidered when adopted by County and District.

### **17/6/24 Safety of Lithium Batteries and e-bikes and scooters**

Members received and NOTED a request to support a campaign. This was deferred until after the general election.

### **18/6/24 Agenda Items for the next meeting**

Items for 8<sup>th</sup> July 2024 should be forwarded to Clerk by Friday 28<sup>th</sup> June 2024.

**Due to the confidential nature of the following item it was PROPOSED it be discussed in closed session. This was SECONDED and RESOLVED.**

### **19/6/24 The Place contract with Spurgeons**

Members considered information that Spurgeons will not renew their contract to provide family service as managing agents from October 2024.

Members PROPOSED, SECONDED and RESOLVED to delegate authority to the Clerk, with The Place steering committee and The Place representatives to investigate alternatives for consideration. If there is no other organisation in place by October, this council will ensure the continuity of the service.

A full report will be presented to the Finance and Audit Committee on any financial implications.

*It was NOTED this would be Sally Thurston's final Full Council meeting. Cllr. Castle, on behalf of the council, thanked Sally for all her excellent and friendly support and help as Town Clerk and her unfailing and dedicated service over many years.*

**Meeting closed at: 7.45pm**

<b>Appendix A. Schedule of Payments June 24</b>		
Salaries	Salaries	£17,312.82
HMRC	Tax and NI	£ 4,068.24
OCC Pension CONTS	Pension Contributions	£ 5,776.70
<b>Payments made early</b>		
Spotless Cleaning	Cleaning services	£ 432.00
Cloudy IT	Clerks Laptop	£ 1,105.80
<b>Bacs payments</b>		
Cllr. Ford	Expenses Germany	£ 25.98
Chris Palmer	Refund	£ 27.60
AIS	Copier costs	£ 64.08
PTS	PAT Calibration	£ 76.80
SLCC	Youth Engagement Summit	£ 78.00
NALC	Training	£ 78.44
Playdale	Engineer visit	£ 90.00
C Tanner	Agency	£ 94.50
S Irigoyen	Agency	£ 99.00
Aston and James	Stationery	£ 106.69
Dyche	Agency	£ 123.30
YoCO	Agency	£ 135.00
Filmbank	Licence	£ 136.15
Leaseplan	Van Lease	£ 152.53
So Pure	Agency	£ 152.86
S Thurston	Expenses	£ 171.10
Folly and Wild	Agency	£ 180.00
Paul's Planters	Planters	£ 313.00
W Matson	Hanging Baskets	£ 330.00
Warren Window Cleaner	CEX and Bus shelters	£ 355.00
Pyrotech	Fire Safety	£ 398.40
Botsford Bespoke	Agency	£ 403.20
Spotless Cleaning	Cleaning services	£ 540.00
Redlynch	Play equipment part	£ 594.00
Auditing Solutions Ltd	Internal Audit	£ 600.00
Plan and Paint	Museum Curation	£ 690.00
BW Lift services	Lift repair	£ 954.00
Rialtas	EOY Close	£ 990.00
Weaver Khan	CEX door plans	£ 1,050.00
The Advertiser	Newsletter	£ 1,680.00
Aztec Plant	Canada Lane Paths	£ 5,982.00
James Hallam	Insurance	£ 8,728.06
<b>Direct Debits</b>		
COOp Card	Repay	£ 188.99
Lloyds Card	Repay	£ 3,022.74
VWHDC	Tennis Court	£ 67.00
VWHDC	CEX Rates	£ 893.00
VWHDC	PH rates	£ 274.00
Mainstream	Telephone	£ 7.50
Fuel Card	Fuel	£ 55.42
Barclaycard	Credit Card Fee	£ 40.54
Screwfix	Maintenance	£ 67.53
O2	Mobiles	£ 51.46

Veolia	Waste disposal	£ 188.66
British Gas	CEX Gas	£ 905.94
British Gas	CEX Electric	£ 323.87
Everflow	CEX Water	£ 153.69
Everflow	OTH Water	£ 54.56
Everflow	PH Water	£ 118.72
Cedar Telecom	Broadband	£ 267.29
PWLB	Loan repayments	£ 4,068.10
<b>Total Town Council Invoices</b>		<b>£60,508.87</b>