

FARINGDON TOWN COUNCIL

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

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Clerk: Sally Thurston



Minutes of the Facilities Committee meeting held on Monday 17th June 2024 at 7pm in the Jubilee Room, Pump House, Faringdon

Cllrs present: Cllr. Norris (Chair)
Cllr. Boulton
Cllr. Palmer
Cllr. Webb
Cllr. Wild
Cllr. Castle (online)
Cllr. Finn (online)

In attendance: Sarah Johnson, Facilities Officer
Margaret Nairne, Town Clerk's Assistant (online)

1/2/24 Apologies for Absence

Cllr. Leniec; Cllr. Castle; Cllr. Finn

2/2/24 Elect a Vice Chair

Cllr. Webb PROPOSED that Cllr. Wild be elected as Vice Chair for the Facilities Committee. SECONDED by Cllr. Boulton and RESOLVED.

3/2/24 Minutes of last meeting

The minutes of the meetings held on 18th March 2024 were signed as a correct record.

4/2/24 Declarations of Interest

None

5/2/24 Public Question and Speaking Time

None

6/2/24 Christmas Lights Working Party

- a) It was PROPOSED, SECONDED and RESOLVED that Cllr. Castle, Cllr. Boulton and Cllr. Norris be appointed members of the Christmas Lights Working Party
- b) Members considered a quote for lights and Cllr. Webb PROPOSED, Cllr. Wild SECONDED and it was RESOLVED to go ahead with the quote from Faringdon Electrical Service for replacement Old Town Hall lights

7/2/24 Facility Reports

Members received and NOTED reports including decisions taken under delegated authority:

- a) Corn Exchange
- b) Pump House
- c) Elms Tennis Court
- d) Tuckers Play Area
- e) All Saints Church Yard

- f) Town Park
- g) Oakwood Park
- h) Tidy Team
- i) The Wilderness
- j) Bus stops
- k) Salt Bins
- l) Telephone boxes
- m) Highworth Road Layby: Facilities Officer to pursue an update on this
- n) Eagles Park/ Clos Mélois

8/2/24 Project list

Members reviewed and NOTED the project list.

9/2/24 Corn Exchange

- a. Members received and discussed an update on the proposed refurbishment project. Cllr. Norris PROPOSED, Cllr. Wild SECONDED and it was RESOLVED to ask Weaver Khan Architects, who are already carrying out the building's quinquennial inspection, to give a quote for acting as project managers and, alongside this, it was agreed to give more detail on the single source justification form.
- b. Members received and considered the donation of artwork from Brookes University and agreed to defer the decision for more information.
- c. Members received and considered increasing the cleaning hours. Cllr. Norris PROPOSED, Cllr. Wild SECONDED and it was RESOLVED that a further 2 hours per week be added to the 6 hours per week at £30 per hour to be financed from the Corn Exchange maintenance budget.
- d. Members received and considered storage in the building requested by clubs and societies. There is no storage space available and Cllr. Norris PROPOSED, Cllr. Wild SECONDED and it was resolved to add a policy to the Conditions of Hire that no storage is available for clubs/societies

10/2/24 Pump House

Members NOTED an update on solar installation project and that an S106 application has been submitted to commission a professional to conduct a feasibility study.

11/2/24 Town Park

Members received and considered the refurbishment project. Cllr. Norris PROPOSED, Cllr. Wild SECONDED and it was RESOLVED to make a recommendation to the Finance and Audit Committee that a quote for an initial design for the Town Park refurbishment from DMW Landscapes be accepted and funded from reserves.

12/2/24 Telephone Box on Canada Lane

Cllr. Norris PROPOSED, Cllr. Webb SECONDED and it was RESOLVED to recommend to the Finance and Audit Committee that a quote for the refurbishment of the phone box from Faringdon Electrical Services, for a total of £5,141 to include a defibrillator be accepted and funded from with Community Infrastructure Levy held or reserves.

13/1/24 Oakwood Park

Members PROPOSED, SECONDED and RESOLVED that the Facilities Officer should go ahead and obtain a quote for new equipment and updating.

14/2/24 All Saints' Church

Members PROPOSED, SECONDED and RESOLVED to approve All Saints' request to install bicycle racks with the caveat that they have obtained the necessary Statutory

Consents and that Faringdon Town Council will have no responsibility for upkeep or maintenance of the bicycle racks.

15/2/24 Tree Survey

Members NOTED a report by Reliance Arboriculture.

16/2/24 Cost analysis

Members considered the possibility of carrying out a cost analysis for the Corn Exchange. Members agreed to defer.

17/2/24 Items for the Agenda of the next meeting to be held on Monday 2nd September 2024 should be forwarded to the Facilities Officer by Tuesday 27th August 2024.

Meeting ended at 7.49 pm