

FARINGDON TOWN COUNCIL

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

Telephone 01367 240281

www.faringdowntowncouncil.gov.uk

Clerk: Katherine Doughty



To: Members of Faringdon Town Council (FTC)

Cllrs: *Boulton, Castle, Famakin, Farmer, Finn, Ford, Leniec, Lunn, Norris, Morgan, Palmer, Webb, Wild and Wise*

You are summoned to attend a Full Town Council meeting to be held Monday 9th September 2024 at 7.00pm in the Jubilee Room, 5 Market Place, Faringdon, SN7 7HL

Press & Public are invited to attend in person or via this link: [Join the meeting now](#)

Questions can be submitted to: office@faringdowntowncouncil.gov.uk

AGENDA

1. Apologies for Absence

To receive and approve

2. Minutes of last meeting

To agree and sign as a correct record of the meeting held on **Monday 8th July 2024** (attached)

3. Declarations of Interest & requests for dispensations

Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when the item is reached. Unless dispensation is granted, you must withdraw from the room when the meeting discusses and votes on the matter.

4. Public Speaking and Question Time

This period is designated for public speaking in accordance with Standing Order 3 (f). Members of the public are welcome to speak on any business itemised on the agenda for up to 3 minutes. Questions will be restricted to one from each member of the public, or a maximum of 3 per meeting. Written notice of questions must be received by the Clerk at least 3 working days before the meeting.

5. Items for Information

To include:

a) Action List.

6. Correspondence

To receive, for information only, correspondence up to and including 9th September 2024 (List attached. Correspondence circulated throughout the month by email).

7. Reports from Outside Bodies

To receive reports from Councillors.

8. County Councillor's Report

To receive a report from County Councillor Thomas (to follow).

9. District Councillors' Report

To receive a report from Vale of White Horse District Council (VoWHDC) Councillors Thomas and Edwards (to follow).

10. Chair's Activity Report

To receive an activity report from Town Mayor, Cllr. Peter Castle (to follow).

11. Reports from Committees

To receive minutes, reports and recommendations of the following committee and working party meetings, including any decisions taken under delegated authority:

a) Finance and Audit Committee 29th July 2024 (attached)

Recommendation:

- i) **Telephone Box on Canada Lane** – To accept a quote for the refurbishment of the phone box in Canada Lane from Faringdon Electrical Services and installation of a defibrillator from Community Heartbeat, for a total of £5,141 and agree to fund from Community Infrastructure Levy (CIL).
- ii) **The Place** – To resolve to fully support The Place in their new management structure and with future funding.

- b) Planning & Highways: 22nd July and 19th August 2024 (attached)
- c) Facilities Committee: 3rd September 2024 (to follow).

12. Clerk's Report & Schedule of Payments

- a) To receive and consider the schedule of payments up to and including 9th September 2024 including those paid under delegated authority on 13th August 2024 (attached)
- b) To note Clerk' external activities (to follow).

13. Employment software

To receive proposal for HR software and agree actions (to follow).

14. Updated Council Health & Safety policies

To receive and approve updated council Health & Safety Manual and Handbook from advisors (attached).

15. Agenda Items for the next meeting

To suggest items for the agenda of the next meeting.



Town Clerk
3rd September 2024