

# **FARINGDON TOWN COUNCIL**

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Clerk: Katherine Doughty



## **Minutes of Full Faringdon Town Council (FTC) meeting held on Monday 14<sup>th</sup> October 2024 at 7:00pm in the Jubilee Room, Pump House, Faringdon**

Cllrs. present: Peter Castle (Chair)  
Jane Boulton  
Julie Farmer  
Steve Leniec  
Rufus Lunn  
David Norris  
Chris Palmer  
Gene Webb  
Mike Wise

In attendance: Katherine Doughty, Town Clerk  
C/Cllr. Thomas  
D/Cllr. Edwards  
No members of the public

In attendance online: Cllr. Ford

### **1/10/24 Apologies for Absence**

Apologies for absence were NOTED from Cllr Finn; Cllr. Ford; Cllr. Morgan; Cllr Wild.  
Cllr. Famakin was not present.

### **2/10/24 Minutes of last Meeting – Monday 9<sup>th</sup> September 2024**

The minutes of the meeting held on Monday 9<sup>th</sup> September 2024 were signed as a correct record.

### **3/10/24 Declarations of Interest & requests for dispensations**

Cllr Farmer declared a personal interest in agenda item 16/10/24 and abstained from the vote.

### **4/10/24 Public Speaking and Question Time**

None.

### **5/10/24 County Councillor and District Councillor's Reports**

Members NOTED reports provided by the County and District Councillors which are available online at <https://www.faringdowntowncouncil.gov.uk/wp-content/uploads/2024/10/District-and-County-Councillors-Reports-October-2024.pdf>. It was noted that the streetlighting on the Highworth Road is not working and presents a safety hazard. It was agreed that the Clerk write to SSE to raise the problem. Councillors responded to queries including social/affordable housing numbers and a leisure studies report.

### **6/10/24 Items for information and action list:**

Members NOTED the action list and Oxfordshire County Council bus services consultation/information.

### **7/10/24 Correspondence**

Members NOTED a list of correspondence circulated by email up to and including 14<sup>th</sup> October 2024. Suggestions for a temporary fire station in Faringdon were made while work is undertaken to the existing building.

### **8/10/24 Reports from Outside Bodies**

Oxfordshire Neighbourhood Plan Alliance: Cllr. Wise reported on the National Planning Policy Framework and district housing land supply numbers which were positive.

### **9/10/24 Chair's Activity Report**

3/10/24 Welcomed the German party at the Swan.

3/10/24 Dinner at the Crown with the German Twinning Party.

5/10/24 Formal dinner at All Saints for the German Party.

### **10/10/24 Reports from Committees**

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

- a) Climate Change Working Party meeting 29<sup>th</sup> July 2024.  
Recommendation: Set up a ring-fenced fund to provide small grants to community-based organisations taking measures locally to tackle climate emergency. The recommendation will be considered by the Finance & Audit Committee.
- b) Facilities Committee 3<sup>rd</sup> September 2024.
- c) Planning Committee 23<sup>rd</sup> September 2024.
- d) Community & Partnerships Committee meeting 30<sup>th</sup> September 2024.

### **11/10/24 Clerk's Report & Schedule of Payments**

- a) Cllr. Wise PROPOSED, Cllr. Webb SECONDED to approve the Schedule of Payments up to and including 14<sup>th</sup> October 2024 totalling £58,458.95. This was RESOLVED.
- b) Cllr. Wise PROPOSED, Cllr. Webb SECONDED to approve the External Audit Report for 2023/24.
- c) Members NOTED the Clerk's activity report.

### **12/10/24 Scheme of Delegation**

- a) Community Infrastructure Levy (CIL) - Faringdon Town Council require their CIL share to be automatically transferred.
- b) PAV/26390/24 - New Pavement Licence Application - Lotus Cafe, Faringdon – Response - The Council wish to support local businesses and opportunities for increasing trade. When considering this application, the Licensing Authority should ensure that all the proposed furniture can be practicably accommodated on the footpath whilst still allowing clear access for all users including those with disabilities.

### **13/10/24 To consider Planning Applications submitted to Vale of White Horse District Council and any others that are notified after the agenda publication date (below):**

- a) [P24/V1987/DIS](#) - Land adjacent to Fernham Gate Faringdon - Full discharge of conditions 8 (Contamination) on application ref. P15/V0154/O (Outline application for erection for a development of 10 dwellings and associated parking and landscaping, new access onto Fernham Road). Noted. (Cllr Farmer joined the meeting).

- b) [P24/V2000/HH](#) - Winslow House, Coxwell Road - Existing garage converted into annexe. Garage roof replaced & raised, & dormers added. Existing garage window & door openings reconfigured. Response - no objection.
- c) [P24/V2057/DIS](#) - Land South of Park Road, Faringdon - Discharge of condition 7 (Plant Acoustic) on application P22/V2053/RM. Noted.
- d) [P24/V2110/FUL](#) - Faringdon Infant School Lechlade Road Faringdon SN7 8AH - Demolition of existing buildings and redevelopment of site to provide a Special Educational Needs and Disabilities (SEND) School and associated alternations to site access, installation of sub-station, hard and soft landscaping, vehicle parking, cycle parking, plant room, drainage, boundary treatments, PV canopies, ground and air source heat pumps, biodiversity net gain, hard games court, sprinkler tank and other associated works. Response - Broadly support with caveats.
- e) [P24/V2103/FUL](#) - 29 Park Road Faringdon SN7 7BP - Change of use from industrial/commercial unit to a Veterinary Practice with ancillary associated pharmacy & offices to include minor alterations to external elevations and associated parking (Class E). Response - object.

**14/10/24 Faringdon Fireworks event**

Cllr. Farmer PROPOSED, Cllr. Norris SECONDED to approve a sponsorship sum of up to £1000 was delegated to the Clerk with Cllr. Castle, Cllr. Leniec and Cllr. Farmer. This was RESOLVED unanimously.

**15/10/24 Thames Valley Police**

Cllr. Castle PROPOSED, Cllr. Norris SECONDED to write to Matthew Barber, Police & Crime Commissioner, Thames Valley. This was RESOLVED with one abstention.

**16/10/24 Review of Polling Places**

Councillors considered the Vale of White Horse District Council's proposed changes to polling places. Cllr. Castle PROPOSED, Cllr. Lunn SECONDED to respond that the Bowling Club and/or Faringdon United Reform Church venues are provided in addition to The Corn Exchange. This was RESOLVED. Cllr. Farmer declared a personal interest and abstained.

**17/10/24 Oxfordshire Council Charter**

Cllr. Lunn PROPOSED, Cllr. Farmer SECONDED to sign the Oxfordshire Councils Charter. This was RESOLVED with one abstention.

**18/10/24 Agenda items for the next meeting**

To consider actions to enable liaison with housing associations operating in the town. Items for 11<sup>th</sup> November 2024 should be forwarded to Clerk by Tuesday 4<sup>th</sup> November 2024.

**EXCLUSION OF THE PUBLIC AND PRESS:** At the conclusion of this part of the agenda, the Chairman moved that, considering the confidential nature of the business to be discussed, the public, press and broadcast media be excluded for the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960.

**19/10/24 S106 Agreement**

Cllr. Wise PROPOSED, Cllr. Webb SECONDED to approve and sign the S106 agreement for the art bench trail project. This was RESOLVED unanimously.

**20/10/24 Heads of Terms**

Cllr. Castle PROPOSED, Cllr. Farmer SECONDED to delegate negotiation and agreement of the terms to the Clerk. This was RESOLVED with one abstention.

Meeting closed at: 8.17 p.m.

## Schedule of Payments October 2024

Name	Notes	£ Payable
Salaries	Salaries	£17,098.22
HMRC	Tax and NI	£3,865.68
OCC Pension CONTS	Pension Contributions	£5,663.10

Payments made early		
Name	Details	£ Paid
The National Trust	Allotments Licence	£147.50
Warren the Window Cleaning	Bus shelters & Corn Exchange	£400.00
Spotless Cleaning Services (Reading) Ltd	September cleaning & Leisure Team support - Inv-0063 & Inv-0062	£981.00
Moore	Audit fee	£2,016.00

Bacs payments		
Name	Details	£ Payable
Sarah Johnson	Expenses (DBS)	£13.00
Peter Wheeler	Agency	£29.25
L Walford	Hire reimbursment	£31.25
Peter Castle	Mayor expenses	£35.50
Royal British Legion	Remembrance wreaths	£40.00
APS Hire & Sales	Equipment maintenance	£41.50
Pocket Mountains Ltd	Stock	£41.94
Anne Hughes	Agency	£65.25
Dyche Laser Creations	Agency	£87.75
Liza Whitney	Expenses - Adobe software reimbursement	£99.85
Faringdon Koenigstein Twinning Association	Donation	£100.00
So Pure	Agency	£100.35
FilmbankMedia	Cinema rental	£104.40
B&W Lift Services	OTH maintenance	£142.00
J.J Priest & Family Ltd	Keys	£151.20
Leaseplan UK Ltd	Van Lease	£152.53
Aston & James Office Supplies Ltd	Photocopier paper	£158.76
Advanced Imaging Systems (AIS)	Photocopier	£162.72
FilmbankMedia	Public video screening licence 24-25	£170.00
Red Sky Creative	Stock	£190.00
Pyrotec Fire & Security	CEX annual service fire extinguishers	£243.60
Mike Horan Printing Ltd (MHP)	Stock	£252.00
Alphagraphics	Stock	£262.80
B&W Lift Services	PH maintenance	£283.99
DTP Southfield	Stock	£439.20
Pyrotec Fire & Security	PH annual service fire alarms/lighting	£490.80
OALC	ROSPA Training (x3)	£540.00
Oxfordshire County Council	Museum Service loan/display	£618.00
Pyrotec Fire & Security	CEX annual service fire alarms/lighting	£625.20
Weaver Khan Architects	Condition survey CEX	£960.00
Weaver Khan Architects	Condition survey PH	£960.00
B&W Lift Services	OTH repairs	£3,798.00
Spurgeons	The Place (Jul-Sep24)	£12,072.00

<b>Direct Debits</b>		
<b>Name</b>	<b>Details</b>	<b>£ Payable</b>
Everflow	Water Nov-Dec 2024	£24.17
Trade UK/Screwfix	Property maintenance	£35.98
Barclaycard fee	Credit Card Fee	£43.53
British Gas	PH Gas	£46.90
O2	Mobiles (Sep-Nov) x 3 @ £28.70	£86.10
British Gas	OTH Electric	£119.64
Everflow	Water Oct-Nov 2024	£120.59
British Gas	PH Electric	£143.23
Co-op Card repay	Repay	£162.81
British Gas	CEX Electric	£205.14
CF Corportate Finance Ltd	Photocopier lease	£246.25
VWHDC	PH rates	£274.00
Cedar Telecom	Telephone/Broadband	£305.87
VWHDC	CEX Rates	£893.00
PWLB	Loan repayment	£1,979.67
Fuel Card	Fuel	£59.89
Fuel Card	Fuel	£74.24
Fuel Card	Fuel	£3.60
COOp Card	Repay	
Veolia	Commercial waste - Pump House	
<b>Total Town Council Invoices</b>		<b>£58,458.95</b>