

FARINGDON TOWN COUNCIL

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Clerk: Katherine Doughty



Minutes of Full Faringdon Town Council (FTC) meeting held on Monday 9th December 2024 at 7:00pm in the Jubilee Room, Pump House, Faringdon

Cllrs. present: Peter Castle (Chair)
Jane Boulton
James Famakin
Alan Ford
Steve Leniec
David Norris
Gene Webb
Mark Wild
Mike Wise

In Attendance: Katherine Doughty, Town Clerk
Margaret Nairne, Town Clerk's Assistant
D/Cllr. Edwards
1 member of the public

In attendance online: 1 member of the public

1/11/24 Apologies for Absence

Apologies for absence were NOTED from Cllr. Lunn and Cllr. Finn. County/District Cllr. Thomas also provided apologies. Cllr. Farmer and Cllr. Morgan were not present.

2/11/24 Minutes of last Meeting – Monday 24th November 2024

The Minutes of the meeting held on Wednesday 24th November 2024 were signed as a correct record as corrected.

3/11/24 Declarations of Interest & requests for dispensations

None

4/11/24 Public Speaking and Question Time

Members received a presentation from a local resident on accessibility issues in the town, the key objectives of which are:

1. Positively to support businesses, organisations and events to provide reasonable adjustments that improve accessibility for disabled members of our community.
2. To increase participation of disabled members of our community to ensure they can make a full contribution to the life of the town, including an economic contribution by improving access to retail and hospitality outlets.
3. To increase awareness of the barriers to participation across the shape of the year in the town and across all sectors.

5/11/24 Fair access Faringdon

Members thanked the member of the public for their very helpful presentation and discussed the issues raised, agreeing to support its aims and objectives. In the first instance, the member of the public will conduct an accessibility survey of the town centre and will report back to the Town Council in early 2025. Members also agreed to add the consideration of accessibility to the agendas of all committees as something to consider when making decisions. The issues raised by the presentation were also agreed to be fed into the current pavement survey.

6/11/24 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/homepage/reports/>

7/11/24 Items for information and action list:

Members NOTED the action list.

8/11/24 Correspondence

Members NOTED a list of correspondence circulated by email up to and including 9th December 2024.

9/11/24 Reports from Outside Bodies

Cllr. Wise reported that he will be attending the ONPA (Oxfordshire Neighbourhood Plans Alliance) AGM in January and encouraged others to attend.

10/11/24 Chair's Activity Report

Members NOTED the following:

Cllr. Castle attended the Service of Remembrance.

Cllr. Boulton attended the Service of Remembrance and Christmas Lights Switch On event in her role as Deputy Mayor.

11/11/24 Reports from Committees

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

a) Planning & Highways Committee meeting 25th November 2024.

12/11/24 Clerk's Report and Finance

a) Cllr. Wise PROPOSED, Cllr. Ford SECONDED and it was RESOLVED to approve the Schedule of Payments up to and including 9th December 2024 totalling £64,294.94. See Appendix A.

b) Members NOTED the Clerk's external activities

c) Cllr. Wise PROPOSED, Cllr. Famakin SECONDED and it was RESOLVED to approve a quote for Rialtas year end close-downs and annual support/maintenance at £872 p.a.

13/11/24 Folly Sports Park

Members NOTED and discussed the correspondence and pre-application response from the Vale of White Horse District Council regarding the proposal to build a hall and facilities for community use on the Folly Sports Park. The committee has already allocated monies towards a planning consultant to help take this forward. On this basis, Cllr. Castle PROPOSED, Cllr. Ford SECONDED and it was RESOLVED to form a working party to consist of Cllr. Castle, Cllr. Norris and Cllr. Webb to look at the strategic definition of the facility being proposed in order to prepare a clear brief. Cllr. Norris will contact relevant local groups including rugby, netball and Scouts for their views and the Clerk will look for a suitable planning consultant and will report back to Full Council in early 2025.

14/11/24 Substitute Members

Members discussed the proposal to determine the terms of office of substitute members to committees in accordance with Standing Orders 4. d. v. Appointing 2 Councillors as substitute members to committees would help when there are insufficient numbers of appointed members on the following committees:

- a) Finance & Audit Committee
- b) Planning & Highways Committee
- c) Community & Partnerships Committee
- d) Facilities Committee

It was noted that substitute members for the Finance & Audit Committee was previously agreed (all the Committee Vice Chairs) and this should continue. Decisions about who might act as substitutes for other committees was deferred to the next Full Council meeting.

15/11/24 Calendar of Meetings for 2025/26

Members approved the proposed calendar of meetings for the next civic year.

16/11/24 Gifts & Hospitality

Cllr. Castle PROPOSED, Cllr. Leniec SECONDED and it was RESOLVED to approve the draft Gifts & Hospitality policy.

17/11/24 Agenda Items for the next meeting

Items for 20th January 2025 should be forwarded to Clerk by Tuesday 14th January 2025.

Due to the confidential nature of the following item the Chair moved that 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 and the item be discussed in closed session. This was PROPOSED, SECONDED and RESOLVED.

18/11/24 Allotments

Cllr. Castle PROPOSED, Cllr. Ford SECONDED and it was RESOLVED to sign the transfer deed.

Meeting closed at: 8.12 p.m.

Appendix A

Name	Notes	£ Payable
Salaries	Salaries	£19,002.61
HMRC	Tax and NI 214-F11H	£4,620.41
OCC Pension CONTS	Pension Contributions	£6,330.48
Payments made early		
Name	Details	£ Paid
Farcycles	Bikes grant	£9,997.00
Bacs payments		
Name	Details	£ Payable
Advanced Imaging Systems (AIS)	Photocopier	£53.36
Aston & James	Stationery	£60.98
Paul Gray (Gardener)	Re-planting	£67.50
Christine Purdy	Agency	£88.65
Sheila Irigoyen	Agency	£96.75
So Pure	Agency	£107.10
Chris Dyche Laser Creations	Agency	£191.25
Botsford Bespoke Metal Art	Agency	£212.40
Peter Wheeler	Agency	£227.25
Lupe Creations	Agency	£243.00
Spotless Cleaning	Caretaker cover	£246.60
Red Sky Creative	Stock	£265.00
Uffington Potter	Agency	£299.70
Jan Fennelly	Agency	£301.95
Geosphere Ltd	Parish Online mapping software renewal	£360.00
Platinum Security Services Ltd	Christmas Lights event marshals	£542.70
Spotless Cleaning	Monthly cleaning	£648.00
Spurgeons	The Place - Final invoice - family services <i>(Awaiting clarification)</i>	£6,798.11
Vale of White Horse District Council	Premises Licence CEX	£180.00
Filmbank Media	Cinema film rental	£104.40
Platinum Security Services Ltd	Christmas Lights event	£542.70
Direct Debits		
Name	Details	£ Payable
Fuel Card	Fuel	£3.60
Co-op Card repay	Repay	£15.14
Breathe HR	Software	£58.80
Barclaycard	Card fee	£63.48
Ayvens (previously LeasePlan)	Van lease	£152.53
Veolia	CEX Waste	£185.16
British Gas	PH Elec - Nov	£211.53
CF Corpportate Finance Ltd	Photocopier lease	£246.25
VWHDC	PH rates	£274.00
British Gas	OTH Electricity - Nov	£452.38
British Gas	PH Gas - Oct/Nov	£518.11
Cedar Telecom	Phone/Broadband	£532.48
British Gas	CEX Elec - Nov	£556.63
British Gas	CEX Elec - Oct	£558.30

Lloyds	Repay	£638.39
VWHDC	CEX Rates	£893.00
British Gas	CEX Gas - Nov	£1,276.09
PWLB	Loan repayment - PW498105	£1,979.67
PWLB	Loan repayments - PW487316 & PW490837	£3,990.03
Total Town Council Invoices		£64,294.94