

FARINGDON TOWN COUNCIL

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

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Clerk: Katherine Doughty



Minutes of the Facilities Committee meeting held on Monday 3rd September 2024 at 7pm in the Jubilee Room, Pump House, Faringdon

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

In attendance: Sarah Johnson, Services & Facilities Officer
Katherine Doughty, Town Clerk
Margaret Nairne, Town Clerk's Assistant

In attendance remotely: Cllr. Finn

1/3/24 Apologies for Absence

Cllr. Finn; Cllr. Leniec; Cllr. Wild

2/3/24 Minutes of last meeting

The minutes of the meetings held on Monday 17th June 2024 were signed as a correct record.

3/3/24 Declarations of Interest

None

4/3/24 Public Question and Speaking Time

None

5/3/24 Precept 2025/2026

a) Members NOTED financial reports and it was noted that surveys and reports will inform future forecasts.

- i. Corn Exchange
- ii. Pump House
- iii. Recreation and Open Space

b) Members NOTED draft budgets for 2025/26

- i. Corn Exchange
- ii. Pump House
- iii. Recreation and Open Space

c) Members suggested and considered capital expenditure projects for 2025/26

- i. Corn Exchange: the quinquennial report will feed into a proposed large refurbishment project, quotes for which will come to the December meeting.
- ii. Pump House: a Quinquennial report is awaited which will identify phased work required.
- iii. Recreation and Open Space

6/3/24 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:
- n) Eagles Park/ Clos Mèlois
- o) Planters
- p) Noticeboards

7/3/24 Project action list

Members reviewed and NOTED the project action list.

8/3/24 The Wilderness

- a. Members received and NOTED an update.
- b. Following a complaint from a neighbouring property the Leisure Team have cleared a side of the Wilderness and members NOTED thanks to the Leisure Team for their work here.

9/3/24 ROSPA Park Inspections

Members NOTED an update on the ROSPA inspections.

10/3/24 Venue insurance renewal

Members NOTED the renewal of insurance policies for the Pump House and Corn Exchange, additional assets and other policies. Facilities Officer to obtain quotes for restoration of the two Bennett portraits.

11/3/24 Corn Exchange

- a. Members received and considered a hire request from the Narrows on New Year's Eve. It was PROPOSED, SECONDED and RESOLVED that the manager of the Narrows can hire the Corn Exchange for New Year's Eve on the basis of correct licensing, attendance numbers, payment of cleaner, employment of door supervisor (security), breakages deposit, payment of Leisure Team member to open and up and lock up, event finishing at 11p.m. Final approval subject to these Terms and Conditions to be given by the committee Chair, the Officer and the Town Clerk.
- b. It was PROPOSED by Cllr. Norris, SECONDED by Cllr. Castle and RESOLVED to accept the quote from the Faringdon Handyman to renovate the Corn Exchange kitchen and bar worktops and to recommend this to the Finance Committee for final approval. In the future this may be considered again for a more permanent solution.

12/3/24 Tucker Park

Cllr. Norris PROPOSED, Cllr. Castle SECONDED and it was RESOLVED to accept the quote for repairs to the play equipment and recommend approval by the Finance Committee.

13/3/24 Grants

Cllr. Norris PROPOSED, Cllr. Castle SECONDED and it was RESOLVED to approve delegating authority to the Facilities/Climate Change Officer to apply independently for grants without prior approval, and the Officer will update the committee via the Action List.

14/3/24 Items for information only

None

15/3/24 Items for the Agenda of the next meeting to be held on Monday 16th December 2024 should be forwarded to the meeting Clerk by Monday 9th December 2024.

Meeting ended at 7.44 pm