

**BAMPTON PARISH COUNCIL**  
**MINUTES OF COUNCIL MEETING ON 13<sup>th</sup> MARCH 2019 AT 7PM IN THE TOWN**  
**HALL**

PRESENT: Cllrs J Allinson (Chair), D Bamber, P Foster, S McLaren, H Rainey, D Clarke, P Smith, S Taylor,  
R McBrien, S Homer.

IN ATTENDANCE: Mrs C Street (Clerk).

41/2019 Apologies for absence: Cllrs R Smith, District & County Cllr T Fenton.

42/2019 Variation of order of business: None.

43/2019 Declarations of interest: None.

44/2019 District & County Councillors' Reports: No councillors present.

45/2019 Confirmation of minutes: The minutes of the meeting held on 13<sup>th</sup> February 2019 were signed as a true record.

46/2019 Actions update: See attached list.

- **Unfinished footpath from Cala homes towards the school.** Whilst it was agreed that this is not a parish council responsibility, it is specified in the section 106 agreement that the footpath would be going to the primary school, therefore the councillors would like the footpath to serve the agreed purpose of going to the school, with a preference that the path be made up to a specific footpath standard, with lighting, and adopted as a county council footpath. It should not be the responsibility of the residents of Cala homes estate to maintain it. Clerk to pass comments to District Cllrs.

47/2019 Public participation: None.

48/2019 Notices of planning decisions: Emailed to councillors but not discussed at this meeting.

49/2019 Planning applications:

19/00304/HHD	Erection of single storey extensions to South and West elevations. <b>31 Calais Dene.</b> <b>No objections.</b>
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50/2019 Finance and Accounts for Payment: The following payments were approved:

Volunteer Link up	Donation agreed at Feb Parish Council meeting	£100 chq
Douglas Bamber	Refreshments	£5.51
Oxon Playing Fields Association (OPFA)	Membership	£42
Oxon Assoc of Local Council (OALC)	Subscription	£525.31
Community First	Membership	£70
Alden	Old School Community Centre maintenance agreement	£1412.40
Wychwood Gardener	Town hall gardening	£74
George Murray	Replace strip light bulbs at community centre	£35
Timms	Shingle for paths	£14.82
TFF	5 Keys for TOSCC	£63.72
Chris Smith	Cemetery upkeep	£60
<b>ON HOLD: Bampton Beam</b>	<b>Insurance</b>	<b>£608.16</b>

- 51/2019 F&GP meeting minutes: Minutes were discussed and the following resolutions were made:  
Allotment rents were compared to other rural allotments and our rents are well below the average. It was agreed to increase rent in stages over the next few years. Cllr Smith to draft letter.
- 52/2019 Mercury Court Playing Field Report: Report sent prior to meeting there were no resolutions.
- 53/2019 The Old School Community Centre (TOSCC) Report: Report sent prior to meeting & the following resolutions were made:
- 2<sup>nd</sup> boiler to be restarted (or repaired and restarted) by Alden engineers.
  - Essential kitchen maintenance agreed.
  - Agreed to clear gutters.
  - Boxing Club arrears – agreed to write off previous debt prior to this financial year and agreed to an ongoing fixed bi-monthly payment This will need a new contract
- 54/2019 Cemetery report: Nothing to report.
- 55/2019 Allotment report: 2 vacant plots that need clearing.
- 56/2019 Town Hall report: Nothing to report.
- 57/2019 Highways, Flooding & Trees update: Barriers around the tree roots and the parish council noticeboard in the market square are still there and there is no indication when this will be resolved.
- 58/2019 Correspondence:
- |  |  |
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| Clean Slate request for donation             | £100 agreed                              |
| St Mary's Church request for grant           | £1000 agreed                             |
| Request for litter bins on Cala homes estate | This has been passed to district council |
- 59/2019 Report on village matters (received after agenda was set):
- Clerk to follow up with Cllr Ted Fenton the request to install electric car charging point in the market square, as previously discussed in July 2018 meeting.
- 60/2019 IT committee meeting: Minutes were reviewed and the following resolutions were made:
- Terms of reference were signed.
  - Office 365 @ approx. £600 p/a, with provision for email archive for current & previous emails was agreed
  - Replacement laptop, screen, keyboard, mouse, docking station up to £1200+ VAT agreed
  - Website upgrade is needed, & councillor were asked to think about requirements.
  - Social media policy is being investigated.
- 61/2019 Parish Council Risk Assessment The risk register 2019 v.1 was reviewed and adopted, with a further review needed in 3 months.
- 62/2019 Shirt Race 2019. The proposed route was agreed.
- 63/2019 Public arts money project.  
A committee for the Section 106 Cala Homes public art money will initially comprise Cllrs J Allinson, P Smith, & clerk, then the committee will discuss who else in the village could be involved and take this forward.
- 64/2019 Xmas lights event: A committee of Cllrs Foster, McBrien and Homer was agreed, with a request for more lighting to be the first discussion point.

- 65/2019 **Emergency Response Plan (ERP):** The plan was discussed and the following items were agreed:
- 5 new ID badges are needed. Electronic photos of Cllrs Homer, Foster, R Smith & McLaren to be sent to clerk.
  - Next Parish Council Bampton Beam article to include request for more volunteers.
  - Cllr R Smith to get copy of key to ERP cabinet
  - Distribution to be done via Bampton Beam to all of OX18 2 postcode.
  - All councillors to feed back to Cllr R Smith re their allocated responsibilities in the ERP

66/2019 **Street names:**  
Parish Council suggestions for Station Road housing development are Tannery Gardens or Vesey Gardens.

With no further business to discuss the meeting finished at 9.05pm.

Signed..... Dated.....

**ACTION LIST**

<b>ITEM</b>	<b>ACTION TAKEN</b>	<b>NAME</b>	<b>BY DATE</b>
Post Office WC	Apply for listed building consent	JA	On going
Speed checks	Contact PCSO for latest speed data	JA	On going
Sand	Chase sand top up delivery & ask what their procedure is for giving out sand.	Clerk	On going
Defibrillator @ TOSCC	Request funding from the Councillor Priority fund, & for future maintenance.	SH	Next meeting
Cala homes footpath	Pass comments to district councillors	Clerk	asap
Allotment rent increase	Draft letters	PS	Next meeting
ERP	Items listed above in minutes	all	Next meeting
Xmas light committee	Meet	XC	
Public art committee	Meet	JA, PS, CS	
Street names	Liaise with developers	JA	Next meeting
Electric car	Liaise with county cllr	Clerk	Next meeting
TOSCC Boiler	Arrange for repair by Alden	SH	ASAP
Boxing Club arrears	New contract	SH/JA	
Barriers blocking noticeboard		JA	