

**BAMPTON PARISH COUNCIL**  
**Ordinary meeting of the council held on 14<sup>th</sup> June 2017**  
**at 7.00pm in the Town Hall**

PRESENT: Cllrs Allinson, in the Chair, N Thorpe, R Wilkins, D Bamber, P Foster (arrived 7.30pm), D Clarke, S Taylor (arrived 7.20pm), P Smith, R McBrien, H Rainey.

IN ATTENDANCE: Mrs C Street, Clerk to the Parish Council, District & County Cllr T Fenton.

99/2017 Apologies for absence  
Cllr S McLaren, District Cllr M Barrett

100/2017 Variation of order of business  
None

101/2017 Declarations of interest  
None

102/2017 District & County Councillors' Reports  
An update was given on the following topics:  
**West Oxfordshire District Council (WODC)**

- Update on the time frame for the local plan
- SHELAA needs updating with the correct description of the Bampton bus route.
- Full Council meeting next week with a proposal for votes to be counted on a roll call if 4 members request this.

**Oxfordshire County Council (OCC)**

- Community Projects Grant is available for things that are not already statutorily provided.
- Update on speed limit surveys.

103/2017 Confirmation of minutes  
The minutes of the meeting held on 10<sup>th</sup> May 2017 were signed as a true record.

104/2017 Actions update  
See attached list.

105/2017 Public participation  
Members of the public gave their views on the current parking ticket situation and the proposals from the parish council traffic changes consultation.

106/2017 Notices of planning decisions  
These were circulated to all councillors prior to the meeting, but were not discussed.

107/2017 Planning applications

17/01332/HHD	Erection of two storey side extension. <b>5 Mercury Court</b> <b>NO OBJECTION</b>
17/01749/FUL & 17/00771/FUL	Conversion of garage to annexe and erection of detached garage. <b>Windmill House Station Road</b> <b>NO OBJECTION</b>
APP/D3125/W/1 7/3169443	Planning appeal for the Fish and Chip shop, Rosemary Lane <b>OBJECTION. Councillors to email their views on the appeal to Cllr Allinson, who will compile them and upload to the planning portal website.</b>

108/2017 Finance and Accounts for Payment

The following payments were approved and cheques signed:

Parish Council Unity Bank account (cheque)	Transfer from PC HSBC current account to new Unity bank account	£50,000
Recreation Ground Charity	Balance of good causes money donated from community shop.	£1850.92
ARNI (cheque)	Charity donation for B Sapsford	£30
Chris Smith	Works for May	£1564
Stuart Ranson	Christmas tree (late bill)	£135
Gartec	Lift service contract renewal	£395.58
Securipol	alarm monitoring for the 12 month period starting 26th July 2017	£576
Diana Alcock	Planting for market square, compost and disposing of old tubs	£142.15
Castle Electrical Carterton	Immersion heat works at old School community centre	£362.40

109/2017 Finance and General Purpose Committee meeting recommendations

- The Unity account transfer request form was signed authorising the transfer of direct debits and standing orders from the Parish Council HSBC current account to the new Unity Bank current account.
- It was agreed for clerk to raise a cheque to transfer £50k from the HSBC PC current account to the new unity bank account & to keep the HSBC account open for the time being with a small remaining balance. Clerk to notify customers of new Unity bank account details for paying in.
- It was agreed that the good causes money that makes up the balance of the disbursement account (currently £1850.92 but more bank fees will be taken from this) is given direct to the Rec Ground charity, and then close the account.

110/2017 Mercury Court Playing field Report

A report was sent out prior to the meeting and its contents were noted. It was agreed to purchase more play bark.

111/2017 Old School Community Centre Report

No report this month.

113/2017 Cemetery report

The planning permission application for change of use for the cemetery land is taking a long time to be processed by the district council. It was therefore agreed for Cllr Rainey to go ahead with notifying the solicitors to make the land purchase if planning permission is granted before the next parish council meeting.

114/2017 Allotment report

A report was sent out prior to the meeting and its contents were noted.

115/2017 Town Hall report

No report this month.

116/2017 Highways update & traffic consultation

The 'unsuitable for coaches' and the St Mary's church signs have been put up. It was thought that the church direction sign is too large and the arrow is pointing in the wrong direction. Cllr McLaren to check the original order, and rethink the sign – may need to order a different one.

The following items from the traffic consultation were agreed:

- Market square parking bay markings to be re-painted, if agreed by James Wright at County Council.
- Parking time restriction in market square is to remain as is (agreed by majority vote).
- 3 alternative parking bays to be marked on Cheapside.
- Yellow lines at the end of Church Street are to be removed on the corner with Broad Street, and to be partially removed on the opposite corner outside of The Forge.

We are awaiting costings from James Wright for the following items before a final decision is reached:

- Build out on corner of Aston Road (agreed in principal).
- Crossing outside the Co-op.

Cllr T Fenton to enquire whether the parish council can apply for a District Council Community Projects grant to help fund any of these changes.

117/2017 Report on village matters (received after agenda was set)

- Report the deterioration of Mt Owen Road on "Fix my Street".
- The Cala Homes transport plan is not being adhered to. Cllr T Fenton to follow this up with county council.
- Clerk to request date to meet church commissioners with regard land development, although there is no support for this in the SHELAA.
- Community Shop is doing well.

118/2017 Correspondence

None received other than routine emails.

119/2017 Spam filter

It was RESOLVED for 123Connect to provide a spam filter at a cost of £49 per annum.

120/2017 Flood Prevention Working Group

It was agreed to ask Cllr McLaren if he would like to be the representative from the parish council.

121/2017 HR Committee report

A report was read out and the following documents were agreed and signed:

- Policy on expenses
- Training and Development Policy
- Grievance and disciplinary procedure.

120/2017 Church Green

Due to the unclear ownership of the land on church green the question of its upkeep was discussed. It was agreed to report any problems on "Fix my street" as a first point of call, and the idea of villagers fund raising was agreed in principal.

121/2017 Donation to charity

It was RESOLVED to donate £30 to ANRI charity in memory of former clerk, Brenda Sapsford.

121/2017 Broadband & mobile phone

It was agreed to get costs for broadband in the Town Hall and a mobile phone and contract for the clerk.

With no further business to discuss the meeting finished at 9.20pm.

Signed.....

Dated.....

**ACTION LIST**

<b>ITEM</b>	<b>ACTION TAKEN</b>	<b>NAME</b>	<b>BY DATE</b>
Cemetery plans	Draw up plan of new part of cemetery	JA	On going
Grass cutting agreement	Agreed not to sign OCC agreement, to continue as we are & request the OCC grant at the end of the year.		For info
Cemetery water connection	Consult Thames water	HR	On going
Market square traffic	Get costs for road crossing	SM	On going
Play park	Get quotes for eco-tumble	ST	June
Village entrance signs	Pursue quotes	SM	June
Banking	Send signed a/c transfer request form to Unity Bank	Clerk	asap
Banking	Bank cheque to transfer £50k from the HSBC PC current a/c to the new unity bank a/c	Clerk	asap
Banking	notify customers of new Unity bank a/c for paying in.	Clerk	July
Banking	Transfer balance of disbursement a/c to the Rec Ground charity, and then close the account.	Clerk	July
Sign posts	Church sign to be removed and order checked	SM	July
Traffic consultation	Chase costings from James Wright	JA	July
Church Commissioners meeting	Arrange date	Clerk	July
Flood prevention working group	Ask Cllr McLaren	JA	July
Broadband & Mobile phone	Get quotes	DC	July