

**BAMPTON PARISH COUNCIL**  
**MINUTES OF PARISH COUNCIL MEETING ON 11<sup>th</sup> May 2022 AT 7PM**

PRESENT: Cllrs J Allinson (Chair), D Clarke, S McLaren, S Radband  
 IN ATTENDANCE: J Broughton (Deputy Clerk), District and County Councillor Ted Fenton, District Councillor Alaric Smith, P Smith, P Foster

		<b>ACTION</b>
88/2022	<u>Chairperson election:</u> Cllr J Allinson was re-elected as Chairman.	
89/2022	<u>Vice chair:</u> Cllr R Smith was re-elected as Vice Chair.	
90/2022	<u>Chair and Vice declaration of acceptance:</u> Cllr J Allinson signed during the meeting. Cllr R Smith will sign at a later date.	
91/2022	<u>Newly elected councillors sign declaration of office:</u> Cllr S Homer signed prior to the meeting. All councillors present at the meeting signed.	
92/2022	<u>Agree absent councillors to sign declaration of office:</u> This was agreed for Cllr R Smith.	<b>RS</b>
93/2022	<u>Co-option:</u> P Smith and P Foster were co-opted as councillors and then joined the meeting. Three councillor posts are still available.	
94/2022	<u>Apologies for absence:</u> Cllrs R Smith, S Homer.	
95/2022	<u>Variation of order of business:</u> None.	
96/2022	<u>Declarations of interest:</u> None.	
97/2022	<p><u>District &amp; County Councillors' reports and questions:</u></p> <p><b>District Council:</b></p> <ul style="list-style-type: none"> <li>• Newly elected District Councillor, Alaric Smith, introduced himself.</li> <li>• The Parish Council's annual meeting will be held on 18<sup>th</sup> May 2022.</li> <li>• Ongoing concern regarding parking and traffic speed outside Co-op. Cllr J Allinson requested a triangular sign warning of people crossing the road. Cllr Ted Fenton will speak to James Wright and the police.</li> <li>• Kim Smith is retiring – Cllr S Radband enquired about Weald Sewerage. Police investigation delayed any action for 2 and a half years but this has now finished. Central Government responsible.</li> </ul> <p><b>County Council:</b></p> <ul style="list-style-type: none"> <li>• Audit meeting was held this afternoon.</li> <li>• Cllr Ted Fenton now on County and District Constitutional Review Committees.</li> <li>• 20mph very popular and amount budgeted may not be sufficient.</li> <li>• Council Priority Fund is not being continued. There is a little remaining and applications should be made.</li> </ul>	<p><b>TF</b></p> <p><b>SM</b></p>
98/2022	<u>Confirmation of minutes:</u> The minutes of the meeting held on 13 <sup>th</sup> April 2022 were signed as a true record.	
99/2022	<u>Actions update:</u> See attached list.	
100/2022	<u>Public participation:</u> None.	

101/2022	<u>Committees:</u> Ask Ex-councillor H Rainey if she will remain on Bampton Welfare Trust.	<b>JA</b>																																										
102/2022	<u>Calendar of meetings:</u> It was agreed to meeting days of the second Wednesday of the month at 7pm for the ensuing year. It was decided not to meet in August as many people usually away.																																											
103/2022	<p><u>Planning applications:</u> Planning decisions were emailed to all councillors but not reported at this meeting.</p> <table border="1"> <tr> <td>22/00840/FUL Deadline 5/5</td> <td>Change of use of land to allow the siting of a Shepherds Hut for use as holiday let. <b>Karibu Cottage High Street</b> <b>NO OBJECTION – COMMENTS TO BE SUBMITTED</b></td> </tr> <tr> <td>22/01048/HHD Deadline 20/5</td> <td>Construction of rear extension. <b>Khandou Buckland Road</b> <b>NO OBJECTION</b></td> </tr> <tr> <td>22/01122/ADV</td> <td>Replacement of existing signage to reflect new business name. The Town and Country Planning (Control of Advertisements) (England) Regulations LOCATION: <b>The Romany Inn Bridge Street</b> <b>OBJECTION</b> (Vote with zero in favour). Objecting to name change on grounds there are already properties of that name in Bampton and will be confusing.</td> </tr> </table>	22/00840/FUL Deadline 5/5	Change of use of land to allow the siting of a Shepherds Hut for use as holiday let. <b>Karibu Cottage High Street</b> <b>NO OBJECTION – COMMENTS TO BE SUBMITTED</b>	22/01048/HHD Deadline 20/5	Construction of rear extension. <b>Khandou Buckland Road</b> <b>NO OBJECTION</b>	22/01122/ADV	Replacement of existing signage to reflect new business name. The Town and Country Planning (Control of Advertisements) (England) Regulations LOCATION: <b>The Romany Inn Bridge Street</b> <b>OBJECTION</b> (Vote with zero in favour). Objecting to name change on grounds there are already properties of that name in Bampton and will be confusing.	<b>CS/JB</b>																																				
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104/2022	<p><u>Finance and Accounts for Payment:</u></p> <ul style="list-style-type: none"> <li>The following payments were approved in accordance with the budget:</li> </ul> <table border="1"> <tr> <td>Oxford Diocesan Board of Finance</td> <td>Rent for allotments – half yearly</td> <td>£32.50</td> </tr> <tr> <td>Jacky Allinson</td> <td>Refreshments</td> <td>£9.40</td> </tr> <tr> <td>Jeremy Gray</td> <td>Train travel reimbursement for Arts Committee</td> <td>£23.55</td> </tr> <tr> <td>The Cotswold Group</td> <td>Tree care Chetwynd Mead</td> <td>£1,560.00</td> </tr> <tr> <td>Jenny Chaundy</td> <td>Posters for jubilee celebrations</td> <td>£33.46</td> </tr> <tr> <td>As Time Goes By</td> <td>Remaining 50% balance for jubilee clocks</td> <td>£1398</td> </tr> <tr> <td>One Stop Promotions</td> <td>Flags x 2</td> <td>£227.94</td> </tr> <tr> <td>AK Timms</td> <td>Play bark for Mercury play park</td> <td>£432</td> </tr> <tr> <td>WODC</td> <td>Dog bin emptying at Mercury &amp; Church View</td> <td>£202.43 PAID</td> </tr> <tr> <td>Wychwood Gardener</td> <td>Town hall gardening</td> <td>£95</td> </tr> <tr> <td>Shilton Accounting</td> <td>Year end internal audit</td> <td>£198</td> </tr> <tr> <td>Chris Smith</td> <td>Mowing for April</td> <td>£1706</td> </tr> </table> <ul style="list-style-type: none"> <li>The following pre-paid debit card transactions were approved:</li> </ul> <table border="1"> <tr> <td>Dell</td> <td>Laptop</td> <td>£930.34</td> </tr> <tr> <td>Zoom</td> <td>Subscription</td> <td>£143.88</td> </tr> </table>	Oxford Diocesan Board of Finance	Rent for allotments – half yearly	£32.50	Jacky Allinson	Refreshments	£9.40	Jeremy Gray	Train travel reimbursement for Arts Committee	£23.55	The Cotswold Group	Tree care Chetwynd Mead	£1,560.00	Jenny Chaundy	Posters for jubilee celebrations	£33.46	As Time Goes By	Remaining 50% balance for jubilee clocks	£1398	One Stop Promotions	Flags x 2	£227.94	AK Timms	Play bark for Mercury play park	£432	WODC	Dog bin emptying at Mercury & Church View	£202.43 PAID	Wychwood Gardener	Town hall gardening	£95	Shilton Accounting	Year end internal audit	£198	Chris Smith	Mowing for April	£1706	Dell	Laptop	£930.34	Zoom	Subscription	£143.88	
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105/2022	<u>Insurance renewal:</u> Should be diarised 3 months ahead going forward. Main Parish Council insurance £9,702.76. Agreed to pay this in meantime while insurance under review. Insurance review meeting to be arranged between Cllrs J Allinson, P Smith, D Clarke and Deputy Clerk.	<b>JB/JA/PS/DC</b>																																										
106/2022	<u>Appointment of auditor:</u> It was agreed to use Shilton Accounting.																																											
107/2022	<u>Banking Signatories:</u> Council agreed to delegate signing to Finance and General Purpose committee after the meeting as paperwork is not ready. It was agreed that everyone is to be made a signatory.	<b>JB/F&amp;GP</b>																																										

108/2022	<p><u>Allotment report:</u> A report was sent out prior to the meeting and the following resolutions were made:</p> <ul style="list-style-type: none"> <li>• One person has decided to leave. It was agreed to send bill for removal of greenhouse. Cllr P Smith will send her version of eviction letter to Cllr D Clarke and Deputy Clerk for cross checking.</li> <li>• All available allotments are awaiting contracts.</li> <li>• Eviction notices have been sent out.</li> </ul>	<p><b>PS</b></p> <p><b>CS</b></p>
109/2022	<p><u>Town Hall report:</u> A report was sent prior to the meeting and no resolutions were made.</p>	
110/2022	<p><u>Old School Community Centre (TOSCC) report:</u> A report was sent prior to the meeting and no resolutions were made.</p>	
111/2022	<p><u>Cemetery report:</u></p> <ul style="list-style-type: none"> <li>• Chris Smith has requested a bigger bin. It would cost £14 to empty each time on a fortnightly basis, would be lockable and only for use by the Lengthsman and Chris Smith.</li> <li>• Meet Chris Smith and assess work required.</li> <li>• List of undertakers and gravediggers required for Cllr S Radband.</li> </ul>	<p><b>SR</b></p> <p><b>JB</b></p>
112/2022	<p><u>Highways, footpaths and tree report:</u> A report was sent out prior to the meeting and the following resolutions were made:</p> <ul style="list-style-type: none"> <li>• An order has been sent to the Clerk today for a new VAS sign.</li> <li>• Email Vicar to request no burials etc between 23-25 May due to tree cutting.</li> </ul>	<p><b>SM</b></p>
113/2022	<p><u>Mercury Play Park:</u> A report was sent out prior to the meeting and the following resolutions were made:</p> <ul style="list-style-type: none"> <li>• It was agreed to place a fourth order for play bark to finish the job.</li> </ul>	<p><b>LW</b></p>
114/2022	<p><u>Lengthsman report:</u></p> <ul style="list-style-type: none"> <li>• No Lengthsman at the moment, however a local name has been put forward. HR Committee will discuss options.</li> <li>• The Recreation Ground Manager has offered to do litter picking and bus shelters and will submit timesheets.</li> <li>• Send Cllr S McLaren Lengthsman contract and schedule of works.</li> </ul>	<p><b>HR</b></p> <p><b>LW</b></p> <p><b>CS</b></p>
115/2022  (b/f 70/2022)	<p><u>Committee meeting updates:</u></p> <p><u>IT:</u> Councillor confidentiality agreement done but needs implementing – Meeting next week. Global confidentiality agreement has just been signed. Agreed to diarise annually.</p> <p><u>F&amp;GP:</u> Reviewed end of year accounts and budgets. Need to review Standing Orders, amend card limit for Clerk and add additional cardholders.</p> <p><u>Arts Committee:</u> Need to complete S106 form for one project. Tree of Life for Church, Bampton sign to be designed by school children for village centre, other projects but will still have budget left to be used. No representative from WOA yet on committee.</p>	<p><b>IT</b></p> <p><b>JB</b></p> <p><b>F&amp;GP</b></p> <p><b>JA</b></p>
116/2022	<p><u>Parish council social media communications:</u></p> <ul style="list-style-type: none"> <li>• Co-option vacancies to be posted on Parish Council website and Facebook.</li> <li>• Repost Jubilee reminder. Cllr D Clarke to send Cllr S Homer updated poster.</li> <li>• Preferred contact method for enquiries to be made clear on Facebook.</li> </ul>	<p><b>SH</b></p> <p><b>SH/DC</b></p> <p><b>JA/PF &amp; SH</b></p>
117/2022	<p><u>Correspondence:</u> None other than routine emails.</p>	

118/2022	<u>Report on essential village matters (received after agenda was set):</u> Request made to District and County Councillor Ted Fenton for signage warning of people crossing the market square area. Follow up.	<b>SM</b>
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With no further business to discuss the meeting finished at 9.30pm.

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

Next meeting is 8<sup>th</sup> June 2022 at 7pm.