

BAMPTON PARISH COUNCIL

MINUTES OF ANNUAL PARISH COUNCIL MEETING

ON 14th MAY 2025 AT 7PM

PRESENT: Cllrs J Allinson (in the chair), R Smith, D Clarke, A Ogg, G Sone, A Cutler, S McLaren, G Attar (left at 8pm) S Radband.

IN ATTENDANCE: C Street (Clerk), District Cllr A Smith.

93/2025	<u>Elect a chairman:</u> Jacky Allinson was elected.				
94/2025	<u>Elect a vice chairman:</u> Richard Smith was elected.				
95/2025	<u>Declaration of Acceptance of Office:</u> Were signed by the chair and the vice chair.				
96/2025	<u>Apologies for absence:</u> The following apologies were accepted: Cllr P Foster, District Cllr A Wray, County Council Ted Fenton.				
97/2025	<u>Variation of order of business:</u> None				
98/2025	<u>Declarations of interest:</u> None				
99/2025	<u>County and District Councillors' reports & questions:</u> <u>County Council:</u> For further information see www.oxfordshire.gov.uk <ul style="list-style-type: none"> No report given. <u>District Council:</u> For further information see www.westoxon.gov.uk <ul style="list-style-type: none"> Coalition will carry on for the next coming year. Local Plan Consultation is starting on 29th May and refers to preferred policy options: including policy on climate change, hierarchies (Bampton will remain as a service centre); spatial strategy (A40 corridor and potential rail links); infrastructure delivery plans; water strategy policy. Cllr A Smith to email update on traveller site when available. Unitary authorities update of options that are being considered 				
100/2025	<u>Confirmation of minutes:</u> The minutes of the meeting held on 9 th April 2025 were signed as a true record.				
101/2025	<u>Actions Update:</u> See appended list for outstanding actions from previous meeting/s.				
102/2025	<u>Public participation:</u> <ul style="list-style-type: none"> Issues regarding an influx of Airbnb properties in the Mill Green area were discussed, leading to an increase in traffic on shared driveway and increased noise levels. It was noted that they can only be rented out for less than 90 days a year without planning consent. Whilst the parish council does not have the powers to influence the number of Airbnb properties it is supportive of reporting to WODC if it is rented out for over 90 days, and reporting any noise pollution to Environmental Health. Suggestion to request a FOI to rental company for how many times it has been rented out to ascertain whether this has gone over 90 days. 				
103/2025	<u>Committees:</u> <ul style="list-style-type: none"> The committees and areas of councillor responsibility were reviewed and updated. Xmas Fair to be put on the September agenda. 				
104/2025	<u>Calendar of meetings:</u> meeting days of the second Wednesday of the month at 7pm for the ensuing year were agreed, with the exception of a break in August.				
105/2025	<u>Planning applications:</u> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">25/00858/HHD</td><td>Conversion of loft space with the addition of roof lights to front and rear roof slopes at 26 Woodley Drive. NO OBJECTION.</td></tr> <tr> <td>25/00819/HHD</td><td>Erection of garage/workshop outbuilding, a greenhouse, a shed and a pergola and the removal of existing shed at Gate Cottage Chapel Lane. NO OBJECTION.</td></tr> </table>	25/00858/HHD	Conversion of loft space with the addition of roof lights to front and rear roof slopes at 26 Woodley Drive. NO OBJECTION.	25/00819/HHD	Erection of garage/workshop outbuilding, a greenhouse, a shed and a pergola and the removal of existing shed at Gate Cottage Chapel Lane. NO OBJECTION.
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25/00936/HHD	Alterations to rear of dwelling to enclose the existing courtyard with lantern roof and glazed door/screens. Removal of existing attached outbuilding (privy) and erection of a single storey extension, along with conversion of studio and store to create additional living space at Oban Bridge Street. NO OBJECTION.
25/00948/FUL	Creation of new farm access - Farm Access Land East Of Station Road. OBJECTION to the application on the basis that the applicant has registered this land as a potential development site in the Local Plan 2041 consultation.
25/00637/HHD	Conversion of garden room to annexe (part retrospective) at Mill Green, Mill Green. NO OBJECTION in principle to the application on the condition that the premises are not for permanent residential occupation and a suitable foul water drainage scheme is approved by WODC. It is noted that this application is not for an Air B and B use and that residents have expressed concern at the proliferation of Air B and B accommodation in this area giving rise to noise and increased vehicle movement.
25/00985/HHD	Two storey rear extension, single story front extension, addition of front dormer and erection of garden office/playroom at 13 Fox Close. NO OBJECTION in principle to the application however objects to the proposal to clad the building in composite wood panelling . The works should be completed in painted render to match all the other houses in the Close. We also recommend that the application is updated to show the garage construction completed on the premises.
25/00438/FUL	Erection of rear extension to existing dwelling. Construction of attached new dwelling (self build) with associated works (amended plans) 14 Pembroke Place Bampton. NO OBJECTION.
	Rainbow Farm, Buckland Road – all in agreement for Cllr Ogg to attend WODC planning meeting to reiterate the reasons for the parish council's previous approval of this application.

106/2025

Finance and Accounts for Payments:

The following payments were approved in accordance with the budget:

OALC	Cemetery Management training course x 2	£348
WJ Saunders Forestry	Felling & Stump Grinding of tree in Mercury Play Park (Order No. 46)	£960
OALC	Roles & Responsibilities training course – G Sone	£138
WTG consultants	Internal audit – final	£175
SW Grounds & Gardens	Grass cutting x 2 cuts	£2,126.76
George Murray	Play park equipment repairs	£595
Jacky Allinson	Reimbursement of meeting refreshments	£11.70
Jacky Allinson	Half barrel planter replacement for market square	£30
AK Timms	Shingle for The Lanes	£180
AK Timms	Barrier tape for Mercury Play park temporary closure	£3.97
Alex Booty	Aston Road to garages tidy up, canopy lifted, path widened (green/brown waste removal included)	£300
Wel Medical	Defibrillator pads for TOSCC	£83.52
Rupert Goody Plants	Plants for market square	£110.58
Rupert Goody Plants	Plants for war memorial	£73.96
Chris Smith	Cemetery upkeep April	£65
Clear Insurance	PC insurance	£7442.18

The following payments for the Recreation Ground Development were approved:

ACS Bower	Lay new footpaths on recreation ground	£9217.02
ASA Landscaping	Landscape architect services final balance month 1	£1080
ASA Landscaping	Non material amendment & planning conditions discharge	£919.20
Andrew Ogg	Printing expenses for annual parish meeting display	£32.40
Gleeds	Quantity Surveying Services - April 2025	£2160
Glanville	Civil engineering – design stage	£2,520.00
Daeda Consulting Ltd	Electrical Design Services up to RIBA Stage 4	£4,080.00

The following pre-paid debit card transactions were approved: None

Amazon	Laptop charger	£17.97
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The following direct debits and standing orders were noted:

CASTLE WATER 18.66 & 137.47 & 21.05; EDF Energy 1,258.90; GoCardless Ltd 12.00 (SCRIBE) ICO 47.00; OCC 750.00; SSE ENERGY SUPPLY 415.13; VODAFONE LTD 52.86 & 42.08; YU Energy 256.59; Bampton Rec Ground TOWN HALL BT BILL 35.88; West Oxon DC rates 308.00, 250.00, 65.00

107/2025

Annual insurance renewal: It was agreed to stay with Clear Councils for 25-26.

108/2025

Internal auditor: It was agreed to appoint Theresa Gant of WTG Consultants again for 25-26 audit.

109/2025

Banking signatories: All councillors are signatories.

110/2025

Review of direct debits: These were reviewed and all current direct debit were agreed.

111/2025

Allotments: Nothing to report.

112/2025

Town Hall: Agreed to get quote for replacing the roof so we can budget for this.

113/2025

The Old School Community Centre: Nothing to report.

114/2025

Cemetery: The bark is to be tidied up and can be collected by residents in the afternoon of Saturday 24th May. The gate will be open between 1pm and 7pm. No vehicles to enter the cemetery.

	It was noted that there are some bright lights on plots which will be monitored.
115/2025	<p><u>Highways, Trees, Footpaths and Floods:</u></p> <ul style="list-style-type: none"> • A request has been made to OCC to remark all the lines in the Market Square area. • A large beech tree on the boundary of Mercury Play Park and No. 9 Mercury Close has been felled. The cost is £800 + VAT. The resident at no. 9 has contributed £400 towards the cost. • The “temporary” red safety barrier next to the ditch between Ampney Orchard and Chetwynd Mead is still in place after several years. Apparently, OCC is not responsible for its repair. It is proposed that the Parish Council organise and pay for its reinstatement. It was agreed to check the deeds and maps before making a decision.
116/2025	<p><u>Mercury Play Park:</u> The monthly parks inspection was reviewed and the following points were noted:</p> <ul style="list-style-type: none"> • Obtaining quote for repairs identified from routine RoSPA inspection. • Agreed to quote for £395.00 to replace spring and ironmongery to broken Sutcliffe springer. • Abandoned bin that was reported to WODC has still not been removed and is now full of children’s garden toys. Follow up with WODC. • Biannual parks maintenance has been booked. • Emergency approval was obtained (13/4) during half term to carry out some urgent repairs to the platform for £595.
117/2025	<p><u>Lengthsman update:</u></p> <ul style="list-style-type: none"> • Weed spraying has been carried out in parks and market square plus war memorial. • Tubs planted up in market Square • Removal of dead weeds to be carried out in market square on Thursday. • New barrel purchased for market square (to be used when next replanting is due)
118/2025	<u>Committee meeting updates:</u> An update was given on the Finance and General Purposes quarterly finance review.
119/2025	<u>Correspondence:</u> Request to speak about AirBnb from residents (on the agenda)
120/2025	<u>Essential village matters (received after agenda was set):</u> None
121/2025	<p><u>Recreation Ground Development Project update:</u></p> <ul style="list-style-type: none"> • EARLY WORKS: Further kissing gates delivered and awaiting installation to give access to the northern field and orchard. The container base foundation pads are being installed. • SKATEPARK: Start date of end June is still dependant on receiving the updated planning consent being granted by WODC. S106 funding agreed subject to NMA approval (see below). • MUGA AND PADEL COURT: The submission of the planning information was completed. The tender documents are complete and we will be ready to go out to tender w/c 12 May to a list of five shortlisted contractors. We have spoken to WODC who have confirmed that the tennis courts new surface cannot be funded by S106, (although the lighting can) as this is not additional sports facilities, and also the ancillary public realm, pathways and car parking also do not qualify for S106 funding under the ‘sports’ allocation unless they can be designated as ‘spectator viewing area’. • GRANT AND LOAN APPLICATIONS: Richard McBrien continues to collate the list of possible funding opportunities and is progressing information required for registration and applications and the LTA Loan facility.
122/2025	<u>Village entrance planters:</u> Discussed during matters arising.
123/2025	<u>Weekly market:</u> There is interest in holding a regular market in the Market Square, which would have to be by the Jubilee in order to allow the buses to pull in. Agreed to ask for more information so that we can consider this.

124/2025	<u>Food truck application:</u> Agreed to chat to café owner to find out when he is trading in the evening before we can make a decision.
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The meeting closed at 10pm. The next meeting is Wednesday 11th June 2025.

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

ACTIONS FROM PREVIOUS MEETING/S:

Village entrance planters - Taylor Wimpey still sourcing a contractors. On going.	Clerk
Online cemetery map to be checked. ON GOING as is weather dependant.	JA Clerk
FB post re town twinning. ON GOING	JA
Unauthorised gate access from a back garden into Mercury Play Park - write to the resident clarifying that there is no permission for a gate	GS
Request OCC/WODC light for sand bunker. On going.	JA
Chase red safety barrier removal/repair at Ampney Orchard. OCC will not take responsibility. Cllr Allinson to check the boundary on the deed plan to see if the PC do own this land.	SM/JA
OCC Flood project funding – on going. UPDATE: our request for an extension to the deadline was denied, but they will allow us to apply for funding for a consultant to advise us on flood prevention measures. James Feast – OCC Flooding Mitigation Officer – did a walk around the village with Cllrs Cutler & Allinson to view the areas that previously flooded. It was noted that the flooding was different in 2007 from Nov 2024. The bunds created in 2008 in the plantation may need maintenance.	AC

NEW ACTIONS FROM THIS MEETING:

Weekly market request for further information from vendors	JA
Contact café owner re. evening trading before considering food truck application at June PC meeting.	JA