

BAMPTON PARISH COUNCIL
MINUTES OF ANNUAL PARISH COUNCIL MEETING
ON 8th MAY 2024 AT 7pm

PRESENT: Cllrs J Allinson (in the chair), R Smith, G Attar, D Clarke, S Radband & A Ogg.
 IN ATTENDANCE: C Street (Clerk), County Cllr T Fenton

95/2024	<u>Elect chairman</u> : Jacky Allinson was elected	
96/2024	<u>Elect vice chairman</u> : Richard Smith was elected	
97/2024	<u>Sign declaration of Acceptance</u> : Chairman and Vice chairman both signed the declarations.	
98/2024	<u>Apologies for absence</u> : The following apologies were accepted : Cllrs P Foster, S McLaren, C Foley, A Cutler; Apologies also received: District Cllrs. A Smith and A Wray.	
99/2024	<u>Variation of order of business</u> : None.	
100/2024	<u>Declarations of interest</u> : None.	
101/2024	<u>County and District Councillors' reports & questions</u> : Reports were given at the meeting with the main points being: <u>County Council</u> : <ul style="list-style-type: none"> • Park & Ride at Eynsham - funds were available to build the carpark before availability of funds for the access, so access still needs to be put in. • HIF1 scheme. • Ofsted inspection of Children's Services was 'good'. • Bampton market square tree roots – Cllr Fenton has escalated this repair and requested a deadline of Whit Bank Holiday Weekend. <u>District Council</u> : <ul style="list-style-type: none"> • No reports 	
102/2024	<u>Confirmation of minutes</u> : The minutes of the meeting held on 10 th April 2024 were signed as a true record.	
103/2024	<u>Actions Update</u> : See attached list for outstanding actions from previous meeting/s.	
104/2024	<u>Public participation</u> : No members of the public.	
105/2024	<u>Committees</u> : Committees for the ensuing year were agreed. There are vacancies on the following: Flood Prevention Working Group, IT Committee & Public Arts committee. Cllr Cutler was assigned various roles in absentia, which need confirming.	
106/2024	<u>Calendar of meetings</u> : meeting days of the second Wednesday of the month, apart from August, at 7pm for the ensuing year.	
107/2024	<u>Planning applications</u> :	
	24/00712/S73 (requested deadline extension)	Removal of condition 7 (landscaping scheme) of Planning Permission 15/02720/FUL due to works already completed (retrospective) at Evelyne Cottage Landells Bampton. NO OBJECTION
	24/00860/HHD	Erection of a single storey rear extension (retrospective) at 2 Valence Court Aston Road. NO OBJECTION
	24/00752/HHD	Detached double garage with habitable accommodation in roof space at Rickford House Hayway Lane Weald We have no objection in principle to the proposed building, use and materials however the application does not include information on site levels and the adjacent mature trees on the boundary which are within falling distance of the new construction. It would appear that a reduced level is required to achieve the building footprint and therefore it should be confirmed the degree of excavation and whether a retaining wall

		<i>is required/proposed on the boundary. In this event a landscape plan should be requested and the application should be conditioned to ensure protection of the adjacent tree roots.</i>
	APP/D3125/W/ 24/3339317	PLANNING APPEAL Land west of Colt House Aston Road Bampton OBJECTION – clerk to send objection letter to planning inspectorate.
	24/00935/HHD	Construction of detached summerhouse at 1 Victoria Cottages Broad Street Bampton NO OBJECTION

108/2024

Finance and Accounts for Payments:

The following payments were approved in accordance with the budget:

<i>Diocese of Oxford</i>	<i>Allotment rent - half year</i>	<i>£32.50</i>
<i>Scribe</i>	<i>Allotments package set up fee</i>	<i>£90 PAID</i>
<i>Alden</i>	<i>TOSCC gas repair</i>	<i>£216</i>
<i>Alden</i>	<i>TOSCC remedial works to closed system</i>	<i>£619.42</i>
<i>Scribe</i>	<i>To sign direct debit mandate for Allotments module</i>	<i>£12 pcm</i>
<i>AK Timms</i>	<i>Canes and weed sprayer</i>	<i>£59.46</i>
<i>AK Timms</i>	<i>Padlock for cemetery</i>	<i>£55.99</i>
<i>Community First Oxfordshire</i>	<i>Annual subscription</i>	<i>£70</i>
<i>Clear Councils</i>	<i>Annual insurance renewal</i>	<i>£7,220.05</i>
<i>J Wright Plumbing</i>	<i>Allotment water extension</i>	<i>£1400 ON HOLD</i>

The following pre-paid debit card transactions were approved:

<i>Networld</i>	<i>Football nets for Rec Ground (to be reimbursed by Rec)</i>	<i>£948.89</i>
<i>Systems and Solutions</i>	<i>Laptop mouse</i>	<i>£20</i>

The following direct debits and standing orders were noted:

<i>SSE/Yu Energy</i>	<i>Town Hall/TOSCC electricity</i>	<i>£16; £463.79</i>
<i>Vodafone</i>	<i>Mobiles/Broadband at TOSCC</i>	<i>£51.14; £39</i>
<i>Castle Water</i>	<i>Water</i>	<i>£28.87; £48.22</i>
<i>Rec Ground</i>	<i>Reimbursement for BT broadband</i>	<i>£35.88</i>
<i>Staff costs</i>	<i>Including Nest pension contributions</i>	<i>£4,044.28</i>
<i>WODC</i>	<i>Buildings Rates</i>	<i>£62; £96; £308</i>
<i>ICO</i>	<i>Data protection</i>	<i>£35</i>
<i>OCC</i>	<i>Quarterly Rent for TOSCC</i>	<i>£750</i>

109/2024

Annual Insurance renewal: It was agreed to go with Clear Councils.

110/2024

Appointment of internal auditor: It was agreed to continue with Shilton Accounting for this next year

111/2024

Banking signatories: All councillors are banking signatories

112/2024

Review of direct debits for forthcoming year: These were reviewed and agreed.

113/2024

Allotments: Agreed to re-advertise on Facebook to add to the waiting list

114/2024

Town Hall: Shirt Race committee will use council chamber as their HQ (Cllr Allinson to pass on her key)

115/2024

The Old School Community Centre: Agreed to accept the quote for repairs to the flat roof of £4,764.00

116/2024	<u>Cemetery</u> : Ongoing issue with access to water; the oak access gate has been ordered; removal of stumps is in hand.
117/2024	<u>Highways, Trees, Footpaths and Floods</u> : <ul style="list-style-type: none"> • The marking of parking bays on Bridge Street will be completed during the resurfacing programme. • The depression in the surface in the Market Square carpark is being scheduled for repair. • 20mph: The provision of the four VAS's is still outstanding. Contracts are to be placed with the supplier. • Footpaths: The damaged pavement next to the Town Hall is still surrounded by a barrier. The Cabinet Member responsible has been contacted and it appears that at last an officer has been assigned the task.
118/2024	<u>Mercury Play Park</u> : <ul style="list-style-type: none"> • Parks maintenance package quote was AGREED at £300 per year per park, clerk to check that annual safety checks referred to in the quote are not included, as we have annual RoSPA already. • Painting of play equipment can be done now the weather is drier.
119/2024	<u>Lengthsman update</u> : <ul style="list-style-type: none"> • The litter collected from the litter pick has now been collected, after reporting it as uncollected for some time following the litter pick.
120/2024	<u>Committee meeting updates</u> : None
121/2024	<u>Correspondence</u> : None other than routine emails
122/2024	<u>Essential village matters (received after agenda was set)</u> : <ul style="list-style-type: none"> • Laying of gravel on holes on footpaths around The Lanes and Cheyne Lane is outstanding. Cllrs Allinson and Radband to measure areas and order gravel (up to £1000 already approved in March parish council meeting 66/2024). The warden at The Lanes has agreed to gravel being delivered there. • Parking issue on Bridge Street: as the dotted lines have yet to be put in, it was suggested that these be marked bays instead – agreed to ask County Highways as part of their current resurfacing programme. • Suggestion of introducing residents' parking permits: further information to be gathered before this can be brought back to the council. • Noted that we need to obtain a contact list for the police, as we have had no response from the PCSO.
123/2024	<u>Recreation Ground Development Project update</u> : <ul style="list-style-type: none"> • Environment Agency are requesting further information which we think is unreasonable and costly. • The planning officer handling the application had left WODC. • Cllrs Smith and Ogg met Carolyn Place of ASA on 2nd May and have written to Abby Fettes, Development Manager at WODC expressing our frustrations and asking for a resolution as quickly as possible. It was noted that our only legal course of action would be to go to appeal. • ASA have been instructed to move forward with costings for the next stage of the project and to look at candidates for the appointment of a Quantity Surveyor. • The new land has been cut once with a further cut planned for 25/26th May. This will be part financed by charges to the Downton film production company. • We have also been obtaining quotes for gates and fencing in this area.

	<ul style="list-style-type: none"> Only legal course of action would be to go to appeal.
124/2024	<u>Town Twinning</u> : Lassay-Les-Chateaux in France have approached us with a view to twinning our towns. The parish council were supportive and agreed to follow this up with a Facebook post asking for residents interested in forming a committee.

The meeting closed at 9.17pm. The next meeting is Wednesday 12th June 2024.

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

ACTIONS FROM PREVIOUS MEETING/S:

116/2022	Arts Committee S106 request form. ON GOING	JA/CF
252/2022	Taylor Wimpey re village entrance planters. ON GOING	Clerk
034/2023	Get advice from a sign writer to correct the incorrect slate plaque. Need to wait until end of June due to availability. ON GOING Online cemetery map to be checked.	SR SR JA
157/2023	Need to get new Re-quote from Thames Water for tap from water main at cemetery. Ask John Kelly for a quote. ON GOING	SR JA
207/2023	Registration of town hall land is with solicitors.	JA, RS
229/2023	4 x ID badges to be ordered once website photos have been taken	CF
21/2024	FB post for ERP volunteers. ON GOING	CF
52/2024	Order Moneysoft payroll software once year end finances are completed. ON GOING	Clerk
63/2024	Chase action re. overhanging tree in Market Square - agreed to go to The Oxford Mail	JA
65/2024	Quote to remove stumps in cemetery. ON GOING Normandy beaches oak tree to be planted in old section of cemetery by stump, which needs removal first.	SR JA

NEW ACTIONS FROM THIS MEETING:

83/2024	Look into viring money to allotments from ringfenced tree money.	F&GP
86/2024	Website post to inform residents that we are not accepting any new bench requests on plots in cemetery	JA/SR
92/2024	Electric charging points – enquire about further options, if any available	GA
105/2024	Vacancies: Flood Prevention Working Group; IT Committee. Cllr Cutler was assigned various roles in absentia, which need confirming.	
113/2024	re-advertise allotments on Facebook	JA
118/2024	Parks maintenance package quote – clarify annual checks	Clerk
122/2024	Obtain police contact info	Clerk
124/2024	FB post re town twinning	JA