

BAMPTON PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
ON 10th APRIL 2024 AT 7pm

PRESENT: Cllrs J Allinson (in the chair), R Smith, C Foley , G Attar, D Clarke, S McLaren, S Radband & A Cutler, A Ogg.

IN ATTENDANCE: C Street (Clerk), District Cllr A Smith, County Cllr T Fenton

74/2024	<u>Apologies for absence:</u> Cllr P Foster (clash with school holidays), District Cllr A Wray. <u>Co-option:</u> Andrew Ogg was co-opted onto the parish council
75/2024	<u>Variation of order of business:</u> None.
76/2024	<u>Declarations of interest:</u> None.
77/2024	<p><u>County and District Councillors’ reports & questions:</u> Reports were given at the meeting with the main points being:</p> <p><u>County Council:</u></p> <ul style="list-style-type: none"> • Oxford zero emission zone to be expanded – all non- electric vehicles will be charged. • Workplace parking levy on businesses in oxford with more than 10 employee parking spaces. • Active Travel England to improve walking/cycling in Oxfordshire. • Late night recycling centre opening will not be continuing. • Funding available to increase number of public electric charging points. • International recruitment system to fill job vacancies. • Bridge Street to Sandford field damaged fencing – the repair is on the county highways programme pending available funding and resources. • Market Square paving–no action has been taken, despite the parish council already agreeing to contribute to funding. Suggestion to go to the press with a photo of the paving as the next course of action. <p><u>District Council:</u></p> <ul style="list-style-type: none"> • Outcome of first round of WO Prosperity Fund. Leisure centre additional funding secured from UK Sport. • Polling District Review • A motion was passed renewing Council commitment to support local farmers and promote the provision of local food to local people. • Electoral Commission Review - has implications regarding wards and numbers of Councillors etc. • Local Authority Housing Fund round 3 application. • Asset Management Strategy • Thames Water - Meeting between TW and a team of WODC Officers and Councillors held on 21 March. • Grampian Condition implementation will be piloted. • Environment Agency permits are out of date and require updating. • Sewage Overflows • Bampton – briefing held with your Councillors (AS and AW) and Planning Officers on The Paddocks took place on 19 March. • Bampton - other service issues recently raised include isolated missed bin collections and blocked drainage ditches along Primrose Lane from tree cuttings. Also investigating blocked storm drains in Weald Street (AS sought clarification from WODC Drainage Officer on who is responsible). As far as the gullies and culverts under the road are concerned, he has suggested that they are reported again on Fix my street if they haven’t been attended to yet. The balancing pond that is overgrown he had understood was also OCC’s responsibility to clear as the landowner had informed me, however OCC have disputed this during recent discussions so he will need to look into it further. • The riparian owners have all fairly recently cleared their ditches at the request of WODC, and OCC have also carried out clearance work. However the issue is there has historically never been a continuous ditch along the whole length. Officers will be meeting on site in the next couple of weeks to look at the possibility of further lengths being dug to connect up with the existing lengths and ensure the water is conveyed out of Weald Street, rather than spilling out onto the road.

	<ul style="list-style-type: none"> Bampton- the safety of the Sandford Fields footpath alongside Shill Brook has also been raised and reported to OCC. Appeal from cedar homes application for 5 houses – Parish Council to formulate comments when consulted. Update on Recreation Ground development – awaiting Environment Agency response. 																																										
78/2024	<u>Confirmation of minutes:</u> The minutes of the meeting held on 13 th March 2024 were signed as a true record.																																										
79/2024	<u>Actions Update:</u> See attached list for outstanding actions from previous meeting/s.																																										
80/2024	<u>Public participation:</u> No questions.																																										
81/2024	<u>Planning applications:</u> <table border="1" data-bbox="219 493 1388 751"> <tr> <td>24/00497/FUL</td> <td> Erection of an agricultural workers dwelling and associated works (retrospective) at Clearwater Aston Road Bampton. <i>Whilst we don't objection to the new position of the dwelling on the site, it is crucial the legal agreements signed on the 2018 application should be transferred to this application. We wouldn't support the retention of the temporary structure put in 2013.</i> </td> </tr> </table>	24/00497/FUL	Erection of an agricultural workers dwelling and associated works (retrospective) at Clearwater Aston Road Bampton. <i>Whilst we don't objection to the new position of the dwelling on the site, it is crucial the legal agreements signed on the 2018 application should be transferred to this application. We wouldn't support the retention of the temporary structure put in 2013.</i>																																								
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82/2024	<u>Finance and Accounts for Payments:</u> The following payments were approved in accordance with the budget: <table border="1" data-bbox="219 819 1388 1900"> <tr> <td>123Connect</td> <td>Domain name</td> <td>£92.40</td> </tr> <tr> <td>Ann Setch</td> <td>Reimburse cleaning supplies for TOSCC</td> <td>£18.18</td> </tr> <tr> <td>Morelock signs</td> <td>Elderly crossing sign - PROFORMA</td> <td>£43.98 PAID</td> </tr> <tr> <td>JFK Witney Ground Workers</td> <td>Allotment parking area</td> <td>£2,880</td> </tr> <tr> <td>Jacky Allinson</td> <td>Xmas meal drinks</td> <td>£396.75 PAID</td> </tr> <tr> <td>HMRC</td> <td>PAYE Q4 2023-24</td> <td>£1729.04</td> </tr> <tr> <td>WODC</td> <td>Rates for Old School Community Centre: £1152.69 (to be paid in monthly standing orders 1x£96.69 and 11 x £96)</td> <td>£96.69 initial payment - PAID</td> </tr> <tr> <td>WODC</td> <td>Rates for Old School Community Centre</td> <td>£96 standing order for 11 months starting 1st May</td> </tr> <tr> <td>WODC</td> <td>Rates for town hall: £3692.60 (to be paid in monthly standing orders 1 x £304.60 and 11 x £308)</td> <td>£304.60 initial payment - PAID</td> </tr> <tr> <td>WODC</td> <td>Rates for town hall</td> <td>£308 standing order for 11 months starting 1st May</td> </tr> <tr> <td>WODC</td> <td>Rates for cemetery: £749.25 (to be paid in monthly standing orders 1 x £67.25 and 11 x £62)</td> <td>£67.25 initial payment - PAID</td> </tr> <tr> <td>WODC</td> <td>Rates for cemetery</td> <td>£62 standing order for 11 months starting 1st May</td> </tr> <tr> <td>Cathy Street</td> <td>Mileage to County Archives and meeting refreshments</td> <td>£22.99</td> </tr> <tr> <td>WODC</td> <td>Cemetery household waste collection 1 Apr-30 Sept 2024</td> <td>£338</td> </tr> </table>	123Connect	Domain name	£92.40	Ann Setch	Reimburse cleaning supplies for TOSCC	£18.18	Morelock signs	Elderly crossing sign - PROFORMA	£43.98 PAID	JFK Witney Ground Workers	Allotment parking area	£2,880	Jacky Allinson	Xmas meal drinks	£396.75 PAID	HMRC	PAYE Q4 2023-24	£1729.04	WODC	Rates for Old School Community Centre: £1152.69 (to be paid in monthly standing orders 1x£96.69 and 11 x £96)	£96.69 initial payment - PAID	WODC	Rates for Old School Community Centre	£96 standing order for 11 months starting 1 st May	WODC	Rates for town hall: £3692.60 (to be paid in monthly standing orders 1 x £304.60 and 11 x £308)	£304.60 initial payment - PAID	WODC	Rates for town hall	£308 standing order for 11 months starting 1 st May	WODC	Rates for cemetery: £749.25 (to be paid in monthly standing orders 1 x £67.25 and 11 x £62)	£67.25 initial payment - PAID	WODC	Rates for cemetery	£62 standing order for 11 months starting 1 st May	Cathy Street	Mileage to County Archives and meeting refreshments	£22.99	WODC	Cemetery household waste collection 1 Apr-30 Sept 2024	£338
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J Wright Plumbing and Heating	Allotment plumbing work	£1400 agreed but payment on hold until works completed
Bampton Garden Plants	War Memorial plants	£62.97
Ann Setch	Reimbursement for 2 x doormats for Old School Community Centre	£36.48
Securipol	Old School Community Centre security annual retainer	£346.80
Broxap	Cemetery noticeboard	£1,424.40
Chris Smith	Cemetery mowing	£65
Jacky Allinson	Refreshments	£9.50

The following pre-paid debit card transactions were approved:

Amazon	Minute books	£67.15
Amazon	More minute books	£64.16
PO	Postage	£2.75

The following direct debits and standing orders were noted:

SSE	Town Hall electricity	£3703.79
BT	Phoneline at TOSCC	£46.54
Opus Energy	Gas at TOSCC	£1654.88
Yu Energy	Electricity at TOSCC	£451.88
Vodafone	Mobiles	£51.14
Vodafone	Broadband at TOSCC	£39
Castle Water	Water at TOSCC	£44.14
Castle Water	Water at allotments	£27.95
Castle Water	Water at town hall	£19.19
Rec Ground	Reimbursement for BT broadband	£35.88
Staff costs	Including Nest pension contributions	£3969.66

83/2024 Allotments: Quote for £1180 for repositioning the gate to make it safer for cars to pull in was agreed. Finance and General Purposes Committee to look into viring money from ringfenced tree money.

84/2024 Town Hall: Contribution of £25 towards WOA electricity for the town hall clock was agreed for 23-24 year. Ask WOA to send us an invoice in Oct 2024 for 24-25, and in subsequent years in October.

85/2024 The Old School Community Centre: 2 sections of flat roof need repairing – prices are being sought.

86/2024 Cemetery:

- New noticeboard to be erected this week.
- Previously agreed quote for corner access gate was for softwood (not oak as was thought) so new quote for oak, posts and fitting for £1486 + VAT was agreed, as oak is preferable.
- We are no longer accepting new bench requests on plots due to too many benches, however it was suggested that any new requests could be sited in the gate house (all to be of same specified material and style). Website post to inform residents that we are not accepting any new bench requests on plots.

87/2024 Highways, Trees, Footpaths and Floods:

- Pedestrian crossing sign has been installed near the town hall.
- Lengthsman has identified various footpaths that need cutting back – it was agreed to first contact OCC highways to find out if they are on their schedule.
- Agreed to pay the 5% increase in grass cutting contract for the next year.

88/2024 Mercury Play Park:

- An incident on the balance beam has been reported to insurance company. Repairs have been made to the balance beam. Agreed to look into suitability of periodically treating surface with anti-algae to help prevent it being slippery.

89/2024 Lengthsman update:

- Market Square flower tubs are being prepared for spring.

	<ul style="list-style-type: none"> Weed spraying around war memorial, and town hall and bus stops to be done once weather permits.
90/2024	<u>Committee meeting updates:</u> IT Committee meeting is next week, HR to be arranged; Finance and General Purposes meeting held this week – the finances are all on track with budgets.
91/2024	<u>Correspondence:</u> Clean Slate request for donation - government has de-registered this charity so no donation was agreed.
92/2024	<u>Essential village matters (received after agenda was set):</u> <ul style="list-style-type: none"> Annual Parish meeting is on Wed 24th April at 7pm Electric charging points pilot scheme did not happen – enquire about future options.
93/2024	<u>Recreation Ground Development Project update:</u> <ul style="list-style-type: none"> Planners have still not made a decision Environment Agency report was sent in at end of Feb but we have not had a response, as apparently they need 8 weeks to respond (i.e. they have until end of April to respond). New area of land needs cutting, fencing and gating – quotes are being gathered. A licence is being drafted to cross landowner’s track.
94/2024	<u>Unity Trust Bank:</u> Signatories were updated and the paperwork was signed.

The meeting closed at 9.50pm. The next meeting is Wednesday 8th May 2024.

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

ACTIONS FROM PREVIOUS MEETING/S:

116/2022	Arts Committee S106 request form. ON GOING	JA/CF
252/2022	Send official letter to Taylor Wimpey re village entrance planters. ON GOING	Clerk
034/2023	Get advice from a sign writer to correct the incorrect slate plaque. 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
204/2023	D Clarke & A Ogg to get photos taken by James Wildman for website.	DC, AO
207/2023	Photos of town hall to solicitor for registering land.	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 & request references. Order once year end finances are completed.	Clerk
63/2024	Chase action re. overhanging tree in Market Square – give them 2 weeks and let them know we will go to the press if it is not actioned.	SM
64/2024	TOSCC Flat roof repair quotes. ON GOING	Fac Mgr
65/2024	Quote to remove stumps in cemetery. ON GOING Reply to donor of Normandy beaches oak tree.	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
87/2024	footpaths that need cutting back – contact OCC highways to find out if they are on their schedule.	SM

92/2024	Electric charging points – enquire about further options, if any available	GA
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