

BAMPTON PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
ON 10TH JANUARY 2024 AT 7.00pm

PRESENT: J Allinson (in the chair), R Smith, G Attar, D Clarke, P Foster, C Foley.
 IN ATTENDANCE: C Street (Clerk), County Cllr T Fenton.

1/2024	<u>Apologies for absence:</u> Cllr S McLaren & S Radband, District Cllrs A Smith & A Wray.	
2/2024	<u>Variation of order of business:</u> None	
3/2024	<u>Declarations of interest:</u> None.	
4/2024	<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"> • Latest version of the budget is due imminently. • Flood warnings. • Meeting to be held to give update on highway repairs. • Question regarding ownership of pipework left at the end of Cheyne Lane footpath to Primrose Lane. <u>District Council:</u> <ul style="list-style-type: none"> • An update was sent and circulated before the meeting but not discussed. 	
5/2024	<u>Confirmation of minutes:</u> The minutes of the meeting held on 13 th December 2023 were signed as a true record.	
6/2024	<u>Actions Update:</u> See attached list for outstanding actions from previous meeting/s.	
7/2024	<u>Public participation:</u> Discussion on parish councillor vacancy.	
8/2024	<u>Planning applications:</u>	
	23/03137/HHD & 23/03138/LBC	Erection of timber summer house at Dovecote, Bushey Row. NO OBJECTION
	23/03225/HHD	Construction of an oaked framed carport, rebuilding of the front boundary wall with erection of gates to vehicular and pedestrian accesses and formation of a swim spa in the rear garden at Cotswold Lodge, Aston Road. NO OBJECTION
	23/03222/HHD & 23/03223/LBC	Internal and external alterations to replace existing attic room window at Rosemary House, Market Square, Bampton. NO OBJECTION
9/2024	<u>Finance and Accounts for Payments:</u> The following payments were approved in accordance with the budget:	
	Playground Works	50% balance for resurfacing and additional repairs (Agreed after December meeting - missed off Dec agenda in error.)
		£11862 PAID

Gareth Pursey	Xmas lights installation and storage	£1424 PAID
HMRC	PAYE & NI Quarter 3	£1620.41
Securipol Services Ltd	TOSCC Alarm maintenance and monitoring	£192
Personnel Advice and Solutions	Contract of employment	£360
Philip Foster	Xmas fair expenses	£121.95
Abby Wilkinson	Allotment deposit refund	£50

The following pre-paid debit card transactions were approved:

None		
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The following direct debits and standing orders were noted:

SSE	Town Hall electricity	£16
Vodafone	Broadband at Old School Community Centre (TOSCC)	£51.14
BT	Phoneline at TOSCC	£46.54
Opus Energy	Gas at TOSCC	£1238.81
SSE	Electricity at TOSCC	£835.75
Vodafone	Mobiles	£39
Castle Water	Water at TOSCC	£51.77
Castle Water	Water at allotments	£46.18
Staff costs & pension		£3933.11

10/2024

Allotments:

- 1 plot is now available and will be advertised on Facebook.
- Manhole cover needs repair to the handles.
- Water point installation quote of £1400 was agreed (of which £1000 from charity shop grant previously received)

11/2024

Town Hall:

Nothing to report.

12/2024

The Old School Community Centre:

Nothing to report.

13/2024

Cemetery:

Nothing to report.

14/2024

Highways, Trees, Footpaths and Floods:

- Vehicle Activated Signs x 4 – awaiting contact from supplier.
- Damaged pavement outside town hall – County Council's quote of £5000 (with £4000 from County Council and a contribution of up to £1000 from the parish council out of this year's budget) was agreed.
- Damaged fence along path from Bridge Street to Sandford Field – temporary barriers have been put up so far.
- Suggestion of a pedestrian crossing from Manor View to Landells (for the surgery) to be put on the February agenda.

	<ul style="list-style-type: none"> Ask Speed Watch Group if they would be responsible for moving the portable speed sign when required.
15/2024	<u>Mercury Play Park:</u> Resurfacing work has been completed and the park is now open.
16/2024	<u>Lengthsman update:</u> Discussion re. clearing the leaves on the main footpaths. As this is not a parish council responsibility it was agreed to write to West Oxfordshire Environmental Services.
17/2024	<u>Committee meeting updates:</u> Asset register has been reviewed as per actions from Finance and General Purpose meeting minutes of 27 th November 2023.
18/2024	<u>Correspondence:</u> Robert Courts MP asking if Bampton has any Thames Water issues. Councillors to pass comments onto clerk by end of January.
19/2024	<u>Essential village matters (received after agenda was set):</u> <ul style="list-style-type: none"> Recreation Ground Development Project update: Section 106 money for the storage containers has been approved subject to planning approval; there is no longer anyone employed at West Oxfordshire District Council to approve the BIAC Ecological Report, which is a requirement of the planning application so it was agreed to find out correct procedure to make a formal complaint to the ombudsman on grounds of maladministration; Sport & Play consultant we had found is now fully booked up for the year. SPAJERS and Speed Watch Group have asked for contact information for the police.
20/2024	<u>Committees and councillor roles and responsibilities:</u> Cllrs Clarke and Foley to join HR Committee and Cllr Attar to join Finance and General Purposes Committee.
21/2024	<u>Emergency Response Plan (ERP):</u> ERP document is being updated; Facebook post to ask for volunteers to help in the event of an emergency; awaiting quote for printing 1500 leaflets.
22/2024	<u>Quote for cemetery noticeboard:</u> Awaiting quote.
23/2024	<u>Mercury Park quote for inspection and maintenance package:</u> Ask for re-quote for maintenance and emergency contract which omits the annual and quarterly inspections, as these are already covered by RoSPA and the parish council.
24/2024	<u>Annual parish council meal:</u> Arrangements were confirmed.

The meeting closed at 8.55pm. The next meeting is Wednesday 14th February 2024.

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

ACTIONS FROM PREVIOUS MEETING/S:

116/2022	S106 form to be completed for Arts Committee. Chair will call a meeting of the Arts Committee to progress this.	JA/CF
137/2022	Awaiting revised quote for wood effect plastic noticeboard for cemetery.	JA

123/2022	Following request for triangular sign warning of people crossing the road, the response from James Wright to trim vegetation was unsatisfactory. To be followed up via email with request for a meeting.	SM
252/2022	Taylor Wimpey village entrance planters - request update regarding planning permission for planters.	SM
034/2023	Cllr Radband to meet Banbury Memorials in the new year regarding error on cemetery plaque. Online cemetery mapping finished. Names to be checked on site.	SR SR JA
040/2023	BZN Airspace Chance Proposal (ACP) – Face to face meeting with RAF requested. No response.	JA
157/2023	Get quote for tap from water main at cemetery.	SR
169/2023	Transfer minutes and burial records prior to August 2012 to the County Archives.	JA Clerk
204/2023	Cllrs Attar and Clarke to get photos taken by James Wildman for website	GA, DC
207/2023	Photos of town hall to solicitor for registering land.	JA, RS
208/2023	Hall hire rates to be reviewed.	RS
224/2023	The Grant Strategy Policy to be condensed.	JA Clerk
227/2023	West Oxfordshire District Council Plan comments to be circulated to all councillors.	JA
229/2023	4 x ID badges to be ordered once website photos have been taken	CF
242/2023 & 10/2024	Advertise for allotment holders on Facebook Proposal to create a new parking lot on 2 vacant plots by the Bampton gate. Investigate options. Review the contract and rents for the next 3 years.	DC DC SR DC
245/2023	Cemetery back access gate to be replaced. Benches to be looked at.	SR

NEW ACTIONS FROM THIS MEETING:

14/2024	Contact Speed Watch Group re. moving portable speed sign.	GA
16/2024	Write to Environmental Services re. leaves on footpath	Clerk
18/2024	Thames Water issues to clerk for forwarding to MP	All/clerk
21/2024	FB post for ERP volunteers	CF
23/2024	Re-quote for parks maintenance contract	SR