

BAMPTON PARISH COUNCIL
MINUTES OF ANNUAL PARISH COUNCIL MEETING
ON 12TH JUNE 2024 AT 7pm

PRESENT: Cllrs D Clarke (in the chair), P Foster, S McLaren, A Cutler, G Attar, S Radband & A Ogg.
 IN ATTENDANCE: C Street (Clerk), County Cllr T Fenton District Cllrs. A Smith and A Wray.

125/2024	<u>Apologies for absence:</u> The following apologies were accepted : Cllrs J Allinson, R Smith	
126/2024	<u>Variation of order of business:</u> None.	
127/2024	<u>Declarations of interest:</u> None.	
128/2024	<u>County and District Councillors' reports & questions:</u> <u>County Council:</u> <ul style="list-style-type: none"> • Police inspector attended Localities meeting – 5.6 vacancies for PCSOs, one of which is our local PCSO; car crime - faraday pouch or metal tin recommended to prevent key cloning; greatest public concerns are drugs, shoplifting, or antisocial behaviour; increased focus on rural crime using drones; the police send their thanks for the local Speedwatch teams. • Highways have map with live updates on their repair schedule. • Grass cutting policy of one cut per year, except in areas where visibility is a concern. • Cllr Fenton was asked to chase the new 20MPH VAS signs. • Promised white lines in Bridge Street have still not been painted. Cllr Fenton to follow up. • Question re. untaxed car on Bushey Row that has not been moved. <u>District Council:</u> <ul style="list-style-type: none"> • District Council elections – west oxon alliance with labour and greens has been renewed for two years. • General election has been called so councillors are not attending to routine council matters during this time, 2 councillors are standing for parliament. • West Hive – grant system. WODC has an officer who can help put applications together. Janine.sparrowhawk@publica group.co.uk • The Paddocks update: Licence re-application letters have been delivered to plots and these will be followed up. Enforcement is an option for non-compliant owners. • Recreation Ground Development: Cllr Alaric Smith to convene a meeting after the election with the planners, himself and Cllrs R Smith & A Ogg and the Environment Agency. • Service performance review – house hold recycling has gone down this quarter; damage to waste bins during collection was noted; limited hours for customer telephone access with more people on at peak times is now permanent, making a 150K saving per year. • Flood Prevention Group meeting – concern about lack of clearance of The Great Brook . This will be followed up with a letter to the EA asking for it to be prioritised. • Cedar Homes Tannery Gardens/Pembroke Park draining issues are on the WODC work agenda and timeframe is 'ASAP'. A specific ditch location has been requested. • Fly tipping on Clanfield Road/Weald has been reported. • Tourist buses parked in the village – enforcement is County Highways issue. 	
129/2024	<u>Confirmation of minutes:</u> The minutes of the meeting held on 8 th May 2024 were signed as a true record.	
130/2024	<u>Actions Update:</u> See attached list for outstanding actions from previous meeting/s.	
131/2024	<u>Public participation:</u> No members of the public.	
132/2024	<u>Planning applications:</u>	
	24/01026/FUL	Change of use of land to increase the domestic curtilage along with erection of boundary fencing and

Deadline extension granted	a garden room to be used as a home office. 2 Valence Court Aston Road Bampton. NO OBJECTION
24/01082/FUL	Removal of existing 2.4m high fencing, erection of 2.4m high mesh fencing and a 1.2m high post and rail fence, with access gates at Goat Acre, Weald NO OBJECTION
24/01231/LBC	Installation of replacement windows (part retrospective) at The Hermitage Broad Street. Bampton Parish Council objects to the application on the grounds that the windows should be replaced in totality. The replacement windows should reinstate the proportions and fenestration of the windows removed and present at the time of Listing. The details should be approved by the Conservation Officer. (Photographs of the windows removed without Listed Building Consent to be sent with comments).

133/2024

Finance and Accounts for Payments:

The following payments were approved in accordance with the budget:

Bampton Garden Plants	Compost etc for market square planting	£110.59
Chris Smith	Mowing - April	£1,792.00
J Wright Plumbing and Heating	Allotment plumbing work - phase 1 pipework	£1400 PAID
Shilton Accounting	Internal audit	£228.00
J Wright Plumbing and Heating	WC plumbing at TOSCC	£110
OALC	Training course – D Clarke	£36
Gartec	Lift maintenance contract	£552.00
ATB & Sons	Stump removal at cemetery	£300
Lee Sherman	Allotment gate repositioning	£1180 PAID
Alex Booty	Strimming & greenery removal on paths	£600
Ann Setch	Reclaim cleaning products for TOSCC	£30.19
Chris Smith	Mowing for May	£1824
AK Timms	Sheet of ply	£20.52
AK Timms	Shingle for footpaths	£54
AK Timms	Type one for footpaths	£22.94
Hayden Boot	Potholes in Cheyne Lane	£50
ASA	Landscape Architectural Services Flood Risk & Drainage report & Consultancy ASA Nov 23 - May 24	£1692
WODC	Dog bin emptying 1/4-30/9	£1828.01
Playgrounds Unlimited	Works to Mercury Play Park	£2874

The following pre-paid debit card transactions were approved:

Amazon	Padlock for allotments	£25.29
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Amazon	Printer ink	£40.96
One Stop promotion	Union flag	£126.66
Amazon	Graffiti remover	£19.99

The following direct debits and standing orders were noted:

03Jun2024	Direct Debit (OPUS ENERGY GAS SU)	TOSCC	-680.45
03Jun2024	Direct Debit (SSE ENERGY SUPPLY)	Town Hall	-16
03Jun2024	Direct Debit (BT GROUP PLC)	TOSCC phone	-50.22
03Jun2024	Direct Debit (GOCARDLESS)	SCRIBE	-12
31May2024	Direct Debit (VODAFONE LTD)	Mobiles	-51.14
17May2024	Direct Debit (CASTLE WATER LTD)	Town Hall	-14.95
16May2024	Direct Debit (CASTLE WATER LTD)	TOSCC	-72.74
10May2024	Direct Debit (CASTLE WATER LTD)	Allotments	-17.18
09May2024	Direct Debit (VODAFONE LTD)	Broadband at TOSCC	-42.08
03Jun2024	S/O to: West Oxon DC	rates	-62
03Jun2024	S/O to: West Oxon DC	rates	-96
03Jun2024	S/O to: West Oxon DC	rates	-308
31May2024	S/O to: Bampton Rec Ground	TOWN HALL BT BILL	-35.88
31May2024	All staff costs incl pension		-4044.08

134/2024	<p><u>Allotments:</u></p> <ul style="list-style-type: none"> • There are now 6 x ¼ plots available • The waiting list is now empty • Advert for allotments to be placed on Facebook.
135/2024	<u>Town Hall:</u> The tree issue outside the town hall is on-going.
136/2024	<u>The Old School Community Centre:</u> Flat roof repairs are still outstanding
137/2024	<u>Cemetery:</u> Small pedestrian gate jams, due to location this cannot be repaired without taking a wall down.
138/2024	<p><u>Highways, Trees, Footpaths and Floods:</u></p> <ul style="list-style-type: none"> • The marking of parking bays on Bridge Street has still not been completed despite promise made by OCC. • The depression in the surface in the Market Square has been repaired. • 20mph: The provision of the four VAS's is still outstanding. Contracts are to be placed with the supplier. It is now almost 2 years since the 20mph limit was installed. A recent email to OCC has been ignored. • Footpaths: The damaged pavement next to the Town Hall was finally repaired just in time for the Spring Bank holiday events. Thanks are due to our OCC councillor Ted Fenton and our Parish Chairperson, Jacky Allinson, for exerting pressure on OCC.
139/2024	<u>Mercury Play Park:</u> Works all now completed.
140/2024	<p><u>Lengthsman update:</u></p> <ul style="list-style-type: none"> • A number of paths have been cut back, however Mill Green, path between cemetery and Glebelands, path leading from Doctors to plantation are OCC's responsibility.
141/2024	<u>Committee meeting updates:</u> None
142/2024	<u>Correspondence:</u> None other than routine emails
143/2024	<u>Essential village matters (received after agenda was set):</u> Chris Foley has resigned from the parish council.

144/2024	<u>Recreation Ground Development Project update:</u> <ul style="list-style-type: none"> • See appendix. • Section 106 money needs spending by deadlines, however we are unable to apply for it due to lack of planning permission.
145/2024	<u>Internal audit 2023-24</u> was approved.
146/2024	<u>Annual governance statement 2023-24</u> was agreed and signed.
147/2024	<u>Accounting statements for 2023-24</u> were approved and signed.
148/2024	<u>Risk Register</u> . All agreed to review each section before the next meeting.
149/2024	<u>Asset register</u> has been updated however amenity land needs revaluing.
150/2024	<u>Grant request</u> from Friends of St Mary's for grave repairs is to be considered in line with the budget by Finance committee before deciding at the next meeting.
151/2024	<u>Request for financial support</u> from Marie Curie Charity: £100 donation agreed.

The meeting closed at 9.05pm. The next meeting is Wednesday 10th July 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 to chase again	Clerk
034/2023	Online cemetery map to be checked.	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	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/ SM
86/2024	We are not accepting any new bench requests on plots in cemetery - create sign for new noticeboard	Clerk
92/2024	Electric charging points – enquire about further options, if any available. ON GOING	GA
105/2024	Vacancies: IT Committee.	
113/2024	re-advertise allotments on Facebook and put notice on cemetery noticeboard	PF
124/2024	FB post re town twinning	JA

NEW ACTIONS FROM THIS MEETING:

	Strimming needs doing so shingle can be spread on footpath	
148/2024	Risk Register. All agreed to review each section before the next meeting.	All
149/2024	amenity land needs revaluing for asset register.	
150/2024	Consider grant request from Friends of St Mary's for grave repairs after F&GP recommendation.	F&GP

APPENDIX:

REPORT TO BAMPTON PARISH COUNCIL AND BAMPTON RECREATION GROUND DEVELOPMENT GROUP TO MEETING 12 JUNE 2024

We continue to press the Environment Agency and WODC to progress our planning application positively for the improvements to the Recreation Ground. We have received from the planners a draft copy of the Planning Report which confirms all matters are addressed satisfactorily with the exception of the requirements of the EA which have again recommended refusal in their new letter of 23 April 2024. The application would also receive delegated approval and not need to go to Committee.

The EA have requested that they need a full Flood Risk Assessment model preparing for the flood plain which demonstrates where displaced flood water will end up and refusing to recognise that the voids below the proposed storage containers can be considered. Glanvilles advised that the creation of this model would cost up to £20,000 + vat.

We have replied further in writing through Glanvilles to confirm in writing that there will be no change in net site levels, and that this work and expense is not justified. We have offered to remove the containers from the application if this means we can get approval for everything else in the short term.

These can be submitted as a minor application separately as they are not on the critical path for progressing the project. I have spoken to the planner at the EA who has undertaken to review all the matters further we have raised with her Flood Risk colleague when he returns from leave.

In the meantime I have made representations to Cllr Andy Graham, leader of WODC, who did not reply.

The letter was copied to Robert Courts MP who replied by return and spoke to the planning department.

This elicited a reply to Robert from Phil Shaw (Business Manager Development and Sustainability) at WODC which stated that WODC would be very unlikely to overrule the EA as it would set a precedent they would not accept the consequence of. It stated our options were to 'do the work' or appeal for non-determination and let an Inspector decide so as to take the responsibility away from WODC.

I have also made contact with James Spicer to brief him at the EA on Steve McLaren's suggestion as he is our representative on the Flood Prevention Group. The Flood Prevention Group discussed the issue and proposed to minute that the requirements of the EA were unreasonable. We await the EA further response.

We have received invoices for additional work on the planning application by ASA and Glanvilles over recent months totalling £1692.00 incl vat which have been submitted to BPC for approval.

Anticipating the next stage we have contacted two QS firms for alternative quotes for the project based notionally on a project value of £750k. Two tenders have been received for review.

Andrew Ogg Cllr