

BAMPTON PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING ON 12th April 2023 at 8.00pm

PRESENT: Cllrs R Smith (Vice-Chair), P Smith, S Homer, S Radband, D Lloyd, P Foster
 IN ATTENDANCE: J Broughton (Clerk), District Cllr A Smith

065/2023	<u>Apologies for Absence:</u> Cllrs J Allinson (Chair), S McLaren, A Wray	
066/2023	<u>Co-option:</u> Chris Foley was co-opted as a councillor and then joined the meeting. One councillor post is still available.	
067/2023	<u>Variation of Order of Business:</u> None.	
068/2023	<u>Declarations of Interest:</u> None	
069/2023	<p><u>County and District Councillors reports & questions:</u> A report was given at the meeting by District Cllr A Smith with the main points being:</p> <p><u>District Council</u></p> <ul style="list-style-type: none"> • Thames Water – Update on waste discharges and infrastructure issues. Further information on infiltration data has been requested. • Planning – WODC received response from Environment Agency regarding its designation of The Moors, Ducklington as Flood Zone 1, having previously been Flood Zone 3. They are offering to work with WODC to understand the data better. • Long Paddocks – Kevin Jack has corresponded with a resident updating that there is a water leak coming from the Paddocks and having an effect on Long Paddock. Further evaluation to be carried out once leak is fixed. He is also following up on clearance of ditches. • Paddocks – No further update yet until after elections. <p><u>County Council</u> No report</p>	
070/2023	<u>Confirmation of minutes:</u> The minutes of the meeting held on 8 th March 2023 were signed as a true record.	
	<u>Actions Update:</u> All the following appear to be outstanding:	
	116/2022	S106 form to be completed for Arts Committee. JA
	133/2022	Financial regulations to be reviewed and then ratified at meeting following receipt of prepaid cards. F&GP
	133/2022	Prepaid cards – Agreed at last F&GP meeting to order cards for Cllr R Smith (Chair of F&GP) and the Clerk. Limit of £2,000 for Cllr J Allinson’s existing card and Cllr R Smith and limit of £1,000 for the Clerk. Clerk
	137/2022	Cllrs S Radband and J Allinson met to consider noticeboard for cemetery. Obtain quote. JA SR
	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 with meeting request and photos of the road. Chase again. JA
	198/2022	Notice of Landowner Deposit - Chased and received paperwork to be completed. Cllr J Allinson to forward to Cllr S McLaren. JA

	242/2022	Grant strategy circulated to councillors for comments. Adopt at May council meeting.	SH AW
	250/2022	Training and induction pack to be set up for all Councillors for new financial year.	Clerk
	252/2022	Taylor Wimpey village entrance planters - request update regarding planning permission for planters. Chase again.	SM
	256/2022	Emergency Response Plan requires urgent update to all procedures. Cllrs S Homer and D Lloyd to meet and update policy and send information out to village. Completion for end April.	SH DL
	234/2022	Cllrs T Fenton and A Smith will work together to speak to the new person in charge of enforcement. Cllr T Fenton to follow up meeting request with Robert Courts.	TF AS
	276/2022	New website – Completion agreed for end April, liaise with Cllr P Foster.	Clerk PF
	030/2023	Post Office WC – Buildings notice to be submitted.	JA
	039/2023	Bampton Exhibition Foundation – Post to go on social media to advise that funding is available.	SH
	041/2023	War memorial – Three barrels purchased to replace existing ones, to be put in place on May bank holiday.	SR
	042/2023	The Coronation of King Charles III: <ul style="list-style-type: none"> Agreed to give 20 metres of bunting to village hall as long as this is returned after Coronation. 	Clerk SR
	034/2023	Cemetery: <ul style="list-style-type: none"> Speak to stonemason regarding error on cemetery plaque. Online cemetery mapping almost finished. Names to be checked. Check with IT about Parish Online. 	JA SR Clerk
	040/2023	BZN Airspace Chance Proposal (ACP) - Request meeting with RAF.	JA PS
	056/2023	Speak to OCC tree officer regarding tree in Market Square.	SM
	060/2023	Complete S106 form for Mercury Park.	Clerk RS
071/2023	<u>Public participation:</u> None.		
072/2023	<u>Planning applications:</u>		
	23/00753/HHD DEADLINE: 14/04/23	PROPOSAL: Erection of a chimney stack. Town and Country Planning Act. LOCATION: Mill Green, Weald. NO OBJECTION	
	23/00650/HHD EXTENDED DEADLINE: 13/04/23	PROPOSAL: New single storey extensions and minor alterations including new roof windows and solar roof panels. Town and Country Planning Act.	

		LOCATION: 2 Calais Dene, Bampton. NO OBJECTION																																												
	23/00619/S73 & 18/03122/FUL EXTENDED DEADLINE: 13/04/23	PROPOSAL: Variation of condition 3 of planning permission 18/03122/FUL to change to opening hours of the salon. Town and Country Planning Act. PROPOSAL: Change of use from holiday let to hair salon. Town and Country Planning Act. LOCATION: The Stores, Market Square, Bampton. NO OBJECTION																																												
073/2023	Finance and Accounts for Payments: <ul style="list-style-type: none"> The following payments were approved in accordance with the budget: <table border="1"> <tr> <td>Securipol Security Services Ltd</td> <td>Cover for TOSCC 01/04/23-31/03/24</td> <td>£330.00</td> </tr> <tr> <td>ASA Landscape Architects</td> <td>Recreation Ground Redevelopment</td> <td>£12,004.50</td> </tr> <tr> <td>ASA Landscape Architects</td> <td>Recreation Ground Redevelopment</td> <td>£4,027.20</td> </tr> <tr> <td>123Connect Limited</td> <td>Website</td> <td>£92.40</td> </tr> <tr> <td>Joanne Broughton</td> <td>Expenses - Bunting for Coronation, Card</td> <td>£323.64</td> </tr> <tr> <td>OALC</td> <td>Cemetery Management Course for Clerk</td> <td>£132.00</td> </tr> <tr> <td>Oxfordshire County Council</td> <td>TOSCC Quarterly Rent</td> <td>£750.00</td> </tr> <tr> <td>Chris Smith</td> <td>Cemetery Upkeep</td> <td>£65.00</td> </tr> <tr> <td>Signway Supplies (Datchet) Ltd</td> <td>Signage Works</td> <td>£2,777.57</td> </tr> <tr> <td>WODC</td> <td>Cemetery Rates 2023/2024</td> <td>£681.14</td> </tr> <tr> <td>WODC</td> <td>TOSCC Rates 2023/2024</td> <td>£1,047.90</td> </tr> <tr> <td>WODC</td> <td>Town Hall Rates 2023/2024</td> <td>£3,692.60</td> </tr> <tr> <td>Wiring Solutions Group Limited</td> <td>Replaced light at TOSCC</td> <td>£288.00</td> </tr> <tr> <td>Oxfordshire Playing Fields Association (OPFA)</td> <td>Annual Membership</td> <td>£56.00</td> </tr> </table>				Securipol Security Services Ltd	Cover for TOSCC 01/04/23-31/03/24	£330.00	ASA Landscape Architects	Recreation Ground Redevelopment	£12,004.50	ASA Landscape Architects	Recreation Ground Redevelopment	£4,027.20	123Connect Limited	Website	£92.40	Joanne Broughton	Expenses - Bunting for Coronation, Card	£323.64	OALC	Cemetery Management Course for Clerk	£132.00	Oxfordshire County Council	TOSCC Quarterly Rent	£750.00	Chris Smith	Cemetery Upkeep	£65.00	Signway Supplies (Datchet) Ltd	Signage Works	£2,777.57	WODC	Cemetery Rates 2023/2024	£681.14	WODC	TOSCC Rates 2023/2024	£1,047.90	WODC	Town Hall Rates 2023/2024	£3,692.60	Wiring Solutions Group Limited	Replaced light at TOSCC	£288.00	Oxfordshire Playing Fields Association (OPFA)	Annual Membership	£56.00
Securipol Security Services Ltd	Cover for TOSCC 01/04/23-31/03/24	£330.00																																												
ASA Landscape Architects	Recreation Ground Redevelopment	£12,004.50																																												
ASA Landscape Architects	Recreation Ground Redevelopment	£4,027.20																																												
123Connect Limited	Website	£92.40																																												
Joanne Broughton	Expenses - Bunting for Coronation, Card	£323.64																																												
OALC	Cemetery Management Course for Clerk	£132.00																																												
Oxfordshire County Council	TOSCC Quarterly Rent	£750.00																																												
Chris Smith	Cemetery Upkeep	£65.00																																												
Signway Supplies (Datchet) Ltd	Signage Works	£2,777.57																																												
WODC	Cemetery Rates 2023/2024	£681.14																																												
WODC	TOSCC Rates 2023/2024	£1,047.90																																												
WODC	Town Hall Rates 2023/2024	£3,692.60																																												
Wiring Solutions Group Limited	Replaced light at TOSCC	£288.00																																												
Oxfordshire Playing Fields Association (OPFA)	Annual Membership	£56.00																																												
074/2023	<u>Allotment Report:</u> A report was sent out prior to the meeting and no resolutions were made.																																													
075/2023	<u>Town Hall Report:</u> Nothing to report other than Post Office WC works starting on 19 th April. Clerk liaising with Post Office regarding access.			Clerk																																										
076/2023	<u>The Old School Community Centre Report:</u> A report was sent out prior to the meeting and no resolutions were made.																																													
077/2023	<u>Cemetery Report:</u> Nothing to report other than online mapping which is in hand. Names to be checked.			Clerk SR																																										
078/2023	<u>Highways, Trees, Footpaths and Floods Report:</u> A report was sent out prior to the meeting and no resolutions were made.																																													

079/2023	<u>Mercury Play Park Report:</u> A report was given at the meeting and the following resolution was made: <ul style="list-style-type: none"> Obtain updated quotes for replacing all bark with rubber. 	SR
080/2023	<u>Lengthsman Report:</u> No report given.	
081/2023	<u>Committee Meeting Updates:</u> <u>HR</u> The council approved Christmas closedown with the last working day confirmed as 22 nd December 2023 and return to work on 2 nd January 2024. Staff will need to use three days annual leave with the rest covered by bank holidays.	
082/2023	<u>Social Media Communications:</u> Road closure in Weald. Bampton Exhibition Foundation. Light up event for Coronation and bunting for local businesses.	SH
083/2023	<u>Correspondence:</u> Email received from Mark Brodie on 11/04/23 - Access issue along Moonraker Lane. Respond that this is not a Parish Council issue as it is a private road. We suggest liaising with other residents of Moonraker Lane and the Co-op.	Clerk
084/2023	<u>Essential Village Matters:</u> The Parish Council were deeply saddened to hear of the death of former councillor Guy Lennon and send their condolences to the family.	
085/2023	<u>Oak Bench:</u> Agreed to purchase oak bench to replace rotten bench outside Town Hall and to commemorate the Coronation of King Charles III. Maximum cost £1,500 including engraving/plaque.	JA Clerk
086/2023	<u>RPC for Grass Cutting:</u> Cllr C Foley has volunteered to become RPC for grass cutting. Cllrs S Radband and D Lloyd will show him the different areas the council are responsible for cutting and Cllr P Smith will help with footpaths.	CF SR DL & PS
087/2023	<u>Purchase of strimmer and leaf blower:</u> These were approved for Lengthsman. Strimmer £172 plus VAT and leaf blower £233 plus VAT.	LW
088/2023	<u>Amended Policies:</u> In preparation for the launch of the new website all Council policies and procedures are being reviewed and updated as necessary. The latest versions will be uploaded onto the website or SharePoint as appropriate.	Clerk HR
089/2023	<u>Xmas Fair Committee:</u> The council were informed by Cllr S Radband that SPAJERS would like to run the Xmas Fair. Email Mike Fallon to inform SPAJERS that if they wish to make a formal proposal to us we will discuss it. The council would like to retain the Xmas Fair but will listen to suggestions.	Clerk

With no further business to discuss the meeting finished at 9.35pm.

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

The next meeting is Wednesday 10th May 2023.