

# BAMPTON PARISH COUNCIL

## MINUTES OF PARISH COUNCIL MEETING

### ON 13<sup>TH</sup> MARCH 2024 AT 7pm

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

IN ATTENDANCE: C Street (Clerk), District Cllr A Smith, District Cllr A Wray.

53/2024	<u>Apologies for absence:</u> County Cllr T Fenton.	
54/2024	<u>Variation of order of business:</u> None.	
55/2024	<u>Declarations of interest:</u> None.	
56/2024	<p><u>County and District Councillors' reports &amp; questions:</u>            Reports were given at the meeting with the main points being:  <u>County Council:</u> No report given.  <u>District Council:</u></p> <ul style="list-style-type: none"> <li>• Precept updates.</li> <li>• Food action plan.</li> <li>• Thames water update – The Grampian Condition needs further discussion.</li> <li>• Flood Group meeting – update on Brize Norton air base sewage pumping station diversion to Carterton; it was pointed out that raw sewage ends up in Highmoor Brook in Bampton; Bampton pumping station upgrades have been delayed; Aston sewage comes to Bampton pumping station; monthly meetings are taking place but progress is slow; Clearing ditches would help but this needs to be passed onto the riparian owners; surveys are taking place to ascertain which areas of sewage pipes need lining; new housing estates, extra rainfall, tree roots affecting the pipes and the state of the Great Brook have all had an impact; action to put pressure on Thames Water to make the improvements and the Environment Agency to improve the system.</li> <li>• Primrose Lane planning application was approved, despite flood zone concerns.</li> <li>• Paddocks issues update. Cllr A Smith is attending a meeting about this.</li> <li>• Long Paddock drainage issues.</li> <li>• Council meeting today re. local support for farmers, local food.</li> <li>• Electoral commission are reviewing boundaries/population in each ward and welcome parish council comments on the consultation. The process is ongoing.</li> </ul>	
57/2024	<p><u>Confirmation of minutes:</u>            The minutes of the meeting held on 14<sup>th</sup> February 2024 were signed as a true record.</p>	
58/2024	<u>Actions Update:</u> See attached list for outstanding actions from previous meeting/s.	
59/2024	<u>Public participation:</u> No questions.	
60/2024	<u>Planning applications:</u>	
	23/03216/HHD	Erection of a sun sail with associated works at 5 St Marys Court, Weald, Bampton. NO OBJECTION
	24/00378/HHD & 24/00379/LBC	Removal of existing timber sheds and green house. Erection of a replacement detached timber shed at Thatched Cottage, Church Street. NO OBJECTION
	24/00338/FUL	Erection of an agricultural workers dwelling Heath Farm, Lew, Bampton. NO OBJECTIONS, however it needs to have a restriction placed on it that it is an agricultural worker's dwelling with an agricultural worker's tie on it.
	24/00197/HHD	Erection of two storey rear and side and single storey rear extensions and front porch. Demolition of garden workshop and erection of replacement garden office studio at Trevine, Station Road. NO OBJECTION

24/00548/LBC	Internal and external alterations to include removal and rebuild of the upper third section of the party wall and the chimney stack between 8 and 10 Bushey Row following fire damage, at 8 Bushey Row Bampton. NO OBJECTION
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61/2024 Finance and Accounts for Payments:

The following payments were approved in accordance with the budget:

Wiring Solutions	TOSCC light replacement	£120
Alden	Annual maintenance agreement starting on 1 March 24 (authorised and paid before parish council meeting due to start date).	£1601.86 PAID
Future Trees	Allotment hedge trimming	£1875 PAID
OALC	Annual membership	£675.77
Future Trees	Cut path to storage containers at Rec Ground (part of Rec development project)	£1,162.50 PAID
WODC	Litter/dog bin emptying – half year	£1828.01
Chris Smith	Cemetery mowing Jan & Feb	£130
OPFA	Annual membership	£59

The following pre-paid debit card transactions were approved:

Direct365	Replacement defibrillator battery for town hall	£229.38
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The following direct debits and standing orders were noted:

SSE	Town Hall electricity	£16
BT	Phoneline at TOSCC	£46.54
Opus Energy	Gas at TOSCC	£1654.88
SSE (final invoice)	Electricity at TOSCC	£1625.68
Yu Energy (new supplier)	Electricity at TOSCC	£519.43
Vodafone	Mobiles	£51.14
Castle Water	Water at TOSCC	£25.94
Castle Water	Water at allotments	£48.22
Castle Water	Water at town hall	£11.34
Rec Ground	Reimbursement for BT broadband	£35.88
Staff costs	Including Nest pension contributions	£3933.28

62/2024 Allotments:

- All plots have now been allocated.
- Water pipe installation is in progress but has been held up due to wet ground.

63/2024 Town Hall:

- Tree in Market Square is leaning and hitting the town hall roof. OCC have said they will not remove the tree. Cllr McLaren to chase.

64/2024 The Old School Community Centre:

- New hall hire rates to be applied from 1<sup>st</sup> April.
- Flat roof over changing room has a leak and may need replacement. Facilities Manager is seeking further quotes.

65/2024 Cemetery:

- A quote for a new 12 foot oak gate for the corner of £890 + VAT was agreed. Clerk to raise PO.
- Get quote to remove stumps from previously removed wind damaged trees.
- Resident has offered a donation of an oak tree grown from an acorn from the Normandy beaches. This was accepted and agreed to involve the British Legion and the tree donor when planting. Cllr Allinson to reply.

66/2024	<p><u>Highways, Trees, Footpaths and Floods:</u></p> <ul style="list-style-type: none"> <li>Wayne Barker of Oxfordshire County Council is not responding to emails regarding damaged pavement in market square.</li> <li>Finance and General Purpose committee identified that unmetalled footpaths are not upkept by Oxfordshire County Council therefore the parish council agreed to patch the worst areas to improve them for residents. Footpaths have been photographed to identify the worst areas that need gravel. Agreed to set aside up to £1000. Pea shingle needed for inner pathways near The Lanes, and large grade at end of Cheyne Lane footpath.</li> </ul>
67/2024	<p><u>Mercury Play Park:</u></p> <ul style="list-style-type: none"> <li>Quote for painting slide and replacing matting under slide for £1800 + VAT was agreed.</li> <li>The area immediately around the slide will be fenced off during painting, but the park will remain open.</li> <li>Clerk to request re-quote for park maintenance from contractor.</li> </ul>
68/2024	<p><u>Lengthsman update:</u> Village litter pick is to be arranged for Sunday 14<sup>th</sup> April 10-1pm and will be advertised on Facebook. Cllr Allinson to organise this with the lengthsman.</p>
69/2024	<p><u>Committee meeting updates:</u> None.</p>
70/2024	<p><u>Correspondence:</u> None other than routine emails.</p>
71/2024	<p><u>Essential village matters (received after agenda was set):</u> It was agreed to accept the 5% uplift in grass cutting prices for the next year only, and then officially go out to tender for the contract of cutting the grass in the areas the parish council has a responsibility to upkeep.</p>
72/2024	<p><u>Recreation Ground Development Project update:</u></p> <ul style="list-style-type: none"> <li>We are still awaiting planning permission.</li> <li>A path has been cut to the track.</li> <li>Fencing and gates prices are being looked into.</li> </ul>
73/2024	<p><u>Scribe allotments and cemetery software</u> It was agreed to go ahead with subscription to both the allotments and the cemetery software packages, pending satisfactory response to questions regarding downtime of Scribe, data protection, and cloud security.</p>

The meeting closed at 9.35pm. The next meeting is Wednesday 10<sup>th</sup> April 2024.

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

**ACTIONS FROM PREVIOUS MEETING/S:**

116/2022	Arts Committee S106 request form. ONGOING	JA/CF
123/2022	Order triangular sign warning of people crossing the road.	SM
252/2022	Send official letter to Taylor Wimpey re village entrance planters. ON GOING	Clerk
034/2023	Replacement cemetery plaque. ONGOING 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.	SR JA
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
229/2023	4 x ID badges to be ordered once website photos have been taken	CF
245/2023	Contact regular users of back cemetery gate due to ongoing damage to gate.	SR

21/2024	FB post for ERP volunteers.	CF
23/2024	Re-quote for parks maintenance contract. Print park checklist forms for Cllr Radband	Clerk Clerk
42/2024	check worktime directives. Email Chris Moses for HR clarification.	HR C'ttee
49/2024	Forward risk assessment to councillors with responsibility for each area	Clerk
52/2024	Order Moneysoft payroll software & request references. HMRC free payroll software – investigate this.	Clerk

NEW ACTIONS FROM THIS MEETING:

63/2024	Chase action re. overhanging tree in Market Square	SM
64/2024	TOSCC Flat roof repair quotes	Fac Mgr
65/2024	Quote to remove stumps in cemetery Reply to donor of Normandy beaches oak tree.	SR JA
66/2024	Patch footpaths with gravel	SR JA
68/2024	Arrange litterpick	JA & Lengthsman
71/2024	Diarise grass cutting tender for November	Clerk
73/2024	Ask data security question of Scribe	Clerk