

**BAMPTON PARISH COUNCIL**  
**MINUTES OF PARISH COUNCIL MEETING ON 13<sup>th</sup> July 2022 AT 7PM**

PRESENT: Cllrs R Smith (Vice-Chair), D Clarke, P Foster, D Lloyd, S Homer, P Smith, S Dunning  
 IN ATTENDANCE: J Broughton (Clerk), District and County Cllr Ted Fenton, District Cllr Alaric Smith  
 APOLOGIES: Cllrs J Allinson (Chair), S Radband, S McLaren

		ACTION																			
149/2022	<u>Apologies for absence:</u> Cllrs J Allinson (Chair), S Radband, S McLaren																				
150/2022	<u>Co-option:</u> Stephen Dunning was co-opted as a councillor and then joined the meeting. One councillor post is still available.																				
151/2022	<u>Variation of order of business:</u> None.																				
152/2022	<u>Declarations of interest:</u> None.																				
153/2022	<p><u>District &amp; County Councillors' reports and questions:</u></p> <p><b>District Council:</b></p> <ul style="list-style-type: none"> <li>• Cllr T Fenton advised that Planning Enforcement Officer, Kim Smith, has now retired. At Monday's planning meeting he will try to find out what enforcement arrangements are in place.</li> <li>• Cllr A Smith has meeting arranged for September with Phil Measures to discuss fixing Weald sewage problem. There will be regular meetings with Thames Water to discuss sewage issues.</li> <li>• Cllr A Smith spoke about the Shared Prosperity Fund.</li> </ul> <p><b>County Council:</b></p> <ul style="list-style-type: none"> <li>• 20mph signage to be installed October-November this year.</li> </ul>	<p>TF</p> <p>AS</p>																			
154/2022	<u>Confirmation of minutes:</u> The minutes of the meeting held on 8 <sup>th</sup> June 2022 were signed as a true record.																				
155/2022	<p><u>Actions update:</u></p> <table border="1" style="width: 100%;"> <tbody> <tr> <td>116/2022</td> <td>S106 form to be completed for Arts Committee.</td> <td rowspan="2">JA RS Clerk</td> </tr> <tr> <td>109/2022</td> <td>We are following up with a builder who has expressed an interest in installing a toilet in the post office.</td> </tr> <tr> <td>147/2022</td> <td>Produce case study of recent Freedom of Information request so that we can agree a procedure for dealing with future enquiries.</td> <td>Clerk</td> </tr> <tr> <td>135/2022</td> <td>Letters of thanks for those involved with the Jubilee clock – Jenny Chaundy, Sir Martin Landray, Christopher Compston and Gareth Pursey.</td> <td>Clerk</td> </tr> <tr> <td>135/2022</td> <td>Taylor Wimpey have requested photos and a summary of the unveiling of Jubilee clocks. Cllr J Allinson to select photos and draft a response for the Clerk to send to them.</td> <td>JA Clerk</td> </tr> <tr> <td>135/2022</td> <td>Finances for Jubilee clocks have now been reviewed and it was proposed that Parish Council pay balance.</td> <td>RS Clerk</td> </tr> <tr> <td>107/2022</td> <td>Add Cllr D Lloyd to bank mandate.</td> <td>Clerk</td> </tr> </tbody> </table>	116/2022	S106 form to be completed for Arts Committee.	JA RS Clerk	109/2022	We are following up with a builder who has expressed an interest in installing a toilet in the post office.	147/2022	Produce case study of recent Freedom of Information request so that we can agree a procedure for dealing with future enquiries.	Clerk	135/2022	Letters of thanks for those involved with the Jubilee clock – Jenny Chaundy, Sir Martin Landray, Christopher Compston and Gareth Pursey.	Clerk	135/2022	Taylor Wimpey have requested photos and a summary of the unveiling of Jubilee clocks. Cllr J Allinson to select photos and draft a response for the Clerk to send to them.	JA Clerk	135/2022	Finances for Jubilee clocks have now been reviewed and it was proposed that Parish Council pay balance.	RS Clerk	107/2022	Add Cllr D Lloyd to bank mandate.	Clerk
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	105/2022	Amendments to insurance policy to be agreed.	Clerk JA PS DC
	148/2022	Quotes to be obtained for repairs to Town Hall notice board.	Clerk
	133/2022	Standing orders to be amended and ratified.	JA Clerk
	133/2022	Prepaid cards - Increase Clerk's limit on Parish Council card to £1,000. Request Recreation Ground card for Clerk with limit of £1,000.	Clerk
	137/2022	Improve signage for the cemetery bin as litter is still being left behind.	Clerk
	139/2022	Obtain quote for permanent play surface at Mercury play park.	SR
	137/2022	Consider how to deal with requests for benches in cemetery going forward.	Clerk
	137/2022	CLRs S McLaren and S Radband to look at tree in cemetery that may be dying.	SM SR
	123/2022	CLr T Fenton waiting to hear back from James Wright regarding request for triangular sign warning of people crossing the road.	TF
	123/2022	Susannah Prestle, Chair of Oxfordshire County Council, will be visiting traveller sites and will advise the police and CLr S Radband of date.	SR
	143/2022	Post a summary of what the Parish Council are responsible for on Facebook and website.	SH
	136/2022	CLRs J Allinson and R Smith to sign lease for TOSCC.	JA RS
156/2022	<u>Public participation:</u> None.		
157/2022	<u>Planning applications:</u> Planning decisions were emailed to all councillors but not reported at this meeting.		
	22/01480/HHD	Replacement of conservatory with ground floor rear extension, first floor extension and garage link. Town and Country Planning Act. <b>5 Beam Paddock, Bampton.</b> <b>NO OBJECTION</b>	
	22/01512/HHD	Proposed single storey side extension to facilitate a Utility Room and WC. First floor loft conversion with dormer to rear to create an additional bedroom. Town and Country Planning Act. <b>Dunlaoghaire, Primrose Lane, Weald.</b> <b>NO OBJECTION</b>	
	22/01522/HHD	Erection of single storey rear extension. Town and Country Planning Act. <b>2 Valence Court, Aston Road, Bampton.</b> <b>NO OBJECTION</b>	
	22/01069/FUL	AMENDED APPLICATION Attached dwelling with off street parking and ancillary works. Town and Country Planning Act. <b>29 MERCURY CLOSE, BAMPTON.</b> <b>VOTE: OBJECTION</b> We are aware of the covenants on this property and in addition the parking is already problematic. Even with the additional two parking spaces there are still concerns for the Parish Council. In light of the considerable number of newbuilds in Bampton, the Parish Council cannot see any appreciable benefit to the village	
	22/01377/LBC	Replacement of existing signage to reflect new business name. Town and Country Planning Act. <b>THE ROMANY INN, BRIDGE STREET, BAMPTON.</b> <b>Comments have been submitted to WODC.</b>	

158/2022	<p><b>Finance and Accounts for Payment:</b></p> <ul style="list-style-type: none"> <li>The following payments were approved in accordance with the budget:</li> </ul> <table border="1" data-bbox="247 302 1316 963"> <tr> <td>WEL Medical Limited</td> <td>Electrode Pads for Defibrillator</td> <td>£103.02</td> </tr> <tr> <td>The Wychwood Gardener</td> <td>Gardening at the Old School Community Centre in June</td> <td>£160.00</td> </tr> <tr> <td>Margaret L Johnson Limited</td> <td>Stationery</td> <td>£133.28</td> </tr> <tr> <td>SLCC Enterprises</td> <td>Joanne Broughton ILCA Course</td> <td>£144.00</td> </tr> <tr> <td>Chris Smith</td> <td>Work for June 2022</td> <td>£1,706.00</td> </tr> <tr> <td>Rocome Electrical Contractors Limited</td> <td>Electrical works for Jubilee clocks</td> <td>£883.32</td> </tr> <tr> <td>A.K. Timms &amp; Sons Ltd</td> <td>Padlock for Cemetery</td> <td>£51.23</td> </tr> <tr> <td>A.K. Timms &amp; Sons Ltd</td> <td>Play bark for Mercury Court</td> <td>£288.00</td> </tr> <tr> <td>Gareth Pursey Carpentry</td> <td>Removal of Christmas lights including hire of lifter</td> <td>£319.30</td> </tr> <tr> <td>Gareth Pursey Carpentry</td> <td>Lifter hire for Jubilee clocks</td> <td>£169.30</td> </tr> <tr> <td>Securipol Limited</td> <td>Alarm annual monitoring 26/07/22-25/07/23</td> <td>£593.40</td> </tr> <tr> <td>F.G Alden Limited</td> <td>Boiler works at The Old School Community Centre</td> <td>£473.11</td> </tr> <tr> <td>BHIB</td> <td>Parish Council Insurance</td> <td>£9,253.94</td> </tr> </table> <ul style="list-style-type: none"> <li>The following pre-paid debit card transactions were approved:</li> </ul> <table border="1" data-bbox="247 1030 1316 1142"> <tr> <td>Post Office</td> <td>Stamps</td> <td>£10.88</td> </tr> <tr> <td>Microsoft</td> <td>Licences</td> <td>£48.64</td> </tr> <tr> <td>Microsoft</td> <td>Licences</td> <td>£39.30</td> </tr> </table>	WEL Medical Limited	Electrode Pads for Defibrillator	£103.02	The Wychwood Gardener	Gardening at the Old School Community Centre in June	£160.00	Margaret L Johnson Limited	Stationery	£133.28	SLCC Enterprises	Joanne Broughton ILCA Course	£144.00	Chris Smith	Work for June 2022	£1,706.00	Rocome Electrical Contractors Limited	Electrical works for Jubilee clocks	£883.32	A.K. Timms & Sons Ltd	Padlock for Cemetery	£51.23	A.K. Timms & Sons Ltd	Play bark for Mercury Court	£288.00	Gareth Pursey Carpentry	Removal of Christmas lights including hire of lifter	£319.30	Gareth Pursey Carpentry	Lifter hire for Jubilee clocks	£169.30	Securipol Limited	Alarm annual monitoring 26/07/22-25/07/23	£593.40	F.G Alden Limited	Boiler works at The Old School Community Centre	£473.11	BHIB	Parish Council Insurance	£9,253.94	Post Office	Stamps	£10.88	Microsoft	Licences	£48.64	Microsoft	Licences	£39.30	
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159/2022	<p><b>Allotment report:</b> A report was given at the meeting and the following resolutions were made:</p> <ul style="list-style-type: none"> <li>Two tenants who have been evicted to be invoiced for cost of plot clearance.</li> </ul>	<b>Clerk</b>																																																
160/2022	<p><b>Town Hall report:</b> A report was sent prior to the meeting and the following resolutions were made:</p> <ul style="list-style-type: none"> <li>West Ox Arts have requested new boards for which planning permission will need to be re-applied for.</li> <li>The 5 year electrical inspection is due and we are obtaining quotations from two electricians known to the Parish Council.</li> </ul>	<b>RS Clerk</b> <b>RS Clerk</b>																																																
161/2022	<p><b>Old School Community Centre (TOSCC) report:</b> A report was sent prior to the meeting and the following resolutions were made:</p> <ul style="list-style-type: none"> <li>Obtain quotes for high level clean in main hall.</li> <li>PH of water in boiler system is high and needs to be adjusted to stop aluminium corrosion in the system. Quoted £468.75 +VAT and requested work to go ahead. Investigate why this needs doing annually.</li> </ul>	<b>Facilities Manager</b> <b>RS</b>																																																
162/2022	<p><b>Cemetery report:</b> A report was sent out prior to the meeting and no resolutions were made.</p>																																																	
163/2022	<p><b>Highways, footpaths and tree report:</b> A report was sent out prior to the meeting and no resolutions were made.</p>																																																	

164/2022	<u>Lengthsman report</u> : No report.	
165/2022	<p><u>Committee meeting updates:</u></p> <p><u>HR:</u></p> <ul style="list-style-type: none"> <li>• Code of Conduct be signed by all councillors and put on Sharepoint.</li> <li>• Clerk's old laptop to be rebuilt for Recreation Ground Manager.</li> <li>• Lengthsman vacancy – Cllr P Smith read a report. Current temporary litter picking measures to continue. Advertise for part-time gardener on Facebook, Nextdoor and noticeboards once wording received from HR.</li> <li>• Quotes to be obtained for works to Ampney Orchard ditch.</li> <li>• Requested approval for one off grass cutting costing approximately £400.</li> <li>• All trees, hedges and planted areas we are responsible for to be listed and put on Sharepoint.</li> <li>• Re-instate card system to notify residents of their greenery overhanging public footpaths. Arrange for cards to be printed once wording agreed.</li> </ul> <p><u>IT:</u></p> <ul style="list-style-type: none"> <li>• Cllr P Foster spoke to broadband providers and we will have a faster broadband provision after the summer to all properties.</li> <li>• Charter for those with global administration rights signed off and published on Sharepoint.</li> <li>• Link for new website to be sent to all councillors.</li> <li>• Looking into getting analogue phone line changed at recreation ground for fire alarm.</li> </ul>	<p><b>Clerk</b></p> <p><b>SH</b></p> <p><b>SH</b></p> <p><b>PS</b></p> <p><b>PS Clerk</b></p> <p><b>PS Clerk</b></p> <p><b>PF</b></p> <p><b>PF</b></p>
166/2022	<p><u>Parish council social media communications:</u></p> <ul style="list-style-type: none"> <li>• Advertise Lengthsman's post on website, Facebook and NextDoor.</li> </ul>	<b>SH</b>
167/2022	<p><u>Correspondence:</u></p> <p>Letter from Peter Alcock dated 28.06.22. Grant request for Bush Club towards transport costs. Following a vote it was agreed to grant the Bush Club £500.</p>	<b>Clerk</b>
168/2022	<p><u>Report on essential village matters (received after agenda was set):</u></p> <p>Email received from Strutt and Parker regarding potential squatters on church owned land.</p>	

With no further business to discuss the meeting finished at 9pm.

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

Next meeting is 14<sup>th</sup> September 2022