

**BAMPTON PARISH COUNCIL**  
**MINUTES OF VIRTUAL COUNCIL MEETING ON 14<sup>th</sup> OCTOBER 2020 AT 7PM**

**PRESENT:** Cllrs R Smith (Chair), J Allinson, D Clarke, S Taylor, H Rainey, P Smith, R McBrien, P Foster, S Homer, S McLaren joined at 8pm.  
**IN ATTENDANCE:** Mrs C Street (Clerk), District Cllr J Mills

111/2020 Apologies for absence: Cllrs D Bamber, County & District Councillor Ted Fenton

112/2020 Variation of order of business: None.

113/2020 Declarations of interest: Cllr Allinson planning application 20/02229/HHD

114/2020 District & County Councillors' Reports:  
 COUNTY COUNCIL: Traffic in Buckland Road.  
 DISTRICT COUNCIL: Covid recovery plan; local track and trace has been implemented; climate action plan; tourism service review. Lavender place development site traffic access to be investigated further by James Mills.

115/2020 Confirmation of minutes: The minutes of the meeting held on 9<sup>th</sup> September 2020 were signed as a true record.

116/2020 Actions update: See attached list.

117/2020 Public participation: None.

118/2020 Planning applications: planning decisions were emailed to councillors but not discussed at this meeting

20/02229/HHD Deadline 15/10	Part conversion of existing integral double garage to enlarge existing kitchen and utility. <b>Bushey Lodge Bushey Row Bampton.</b> <b>No objections</b>
20/02450/LBC & 20/02448/HHD Deadline 22/10	Internal and external alterations to erect single storey extension to existing garden room together with associated works. <b>The Deanery, Church Close.</b> <b>No objections</b>
20/02442/HHD Deadline 29/10	Alterations and erection of two storey rear extension. <b>29 Calais Dene.</b> <b>No objections</b>

119/2020 **Finance and Accounts for Payment:**

- The following payments were approved in accordance with the budget:

Scribe	Accounts software	£693
Wychwood Gardener	Community Centre gardening	£188
J Wright Plumbing	Plumbing at community centre	£220
WODC	Cemetery waste collection	£264.42
RoSPA	Annual playpark inspections	£280.20
123Connect	Bamptonoxon.co.uk domain name renewal	£15.59
HMRC	PAYE	£1446.22
Diocese of Oxford	Allotment rent	£32.50
Margaret L Johnson	Office supplies	£130.03
E Wileman	Window cleaning	£60
AK Timms	Items for lengthsman, playpark and road paint	£82.67
Chris Smith	Mowing for September	£1611
Cathy Street	Expenses reclaim – stamps, batteries, mileage	£27.15

- The following Pre-paid debit card transactions were approved:

Amazon	2 x corded telephone handsets for emergency use	£12.70
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120/2020 **Allotment report:** A report was sent out prior to the meeting and no resolutions were made.

121/2020 **Town Hall report:** A report was sent before the meeting and no resolutions were made.

122/2020 **Old School Community Centre report:** A report was sent prior to the meeting and the following resolutions were made: £575 for essential electric circuit testing was agreed.

123/2020 **Cemetery report:** A report was sent out prior to the meeting and the following resolutions were made:

- Need to raise money for the memorial plaque. It was suggested we make a request to Taylor Wimpey. Cllr Rainey to pass information onto Cllr P Smith.
- An application for Thames Water to connect the cemetery to the mains water supply has been made. It was agreed to go ahead, up to a value of £2000. We cannot get other quotes because Thames Water are the only supplier.

124/2020 **Highways report:** No report due to councillor absence.

125/2020 **Mercury Play Park:** A report was sent out prior to the meeting and no resolutions were made.

126/2020 **Lengthsman report:** Nothing to report this month.

127/2020 **Correspondence:** None other than items already on the agenda.

128/2020 **Report on village matters (received after agenda was set):**

- Mud on roads from Taylor Wimpey site. Cllr P Smith to email the site manager.
- Dog bin at the end of New Road is often very full. Cllr Foster to report this.
- It was noted that the school governors had been notified by Blue Cedar that a decision had been made for the allocation of funding from their community fund. Any decisions should have been made with in conjunction with the Parish Council, which has not happened. Cllr Homer to investigate further.

- 129/2020 Management of salt bins: WODC provide salt and have suggested we enlist a team of volunteers to spread the salt when required. We will not be taking this advice as this does not align to our risk assessment as the parish council would be responsible. Salt will be distributed by the lengthsman and/or an external contractor when required.
- 130/2020 Christmas Lights Fair: It was agreed to put up the tree and lights as a minimum, no indoor activities to be held, all outdoor activities to be investigated just in case we are allowed to hold the event. More lights to be purchased.
- 131/2020 Grant request: It was agreed to give West Ox Arts a grant of £650.
- 132/2020 Taylor Wimpey section 106 money: It was brought to our attention that an article was published in the Oxford Mail referring to Taylor Wimpey spending large sums of money on Bampton. For information only - no action to be taken at this time.
- 133/2020 Thank you: To County Councillor Ted Fenton for his help with the Covid-19 related grants.
- 134/2020 HR Committee update: DSE & Eye test policy was approved. It was suggested that 4<sup>th</sup> member is needed on the HR committee. Councillors interested to email Cllr Smith.
- 135/2020 Amazon business account: We don't need this so this was not discussed any further.
- 136/2020 Bampton Beam/ village newsletter update:
- Cllr Foster met with the Lowdown team. They are happy to let the parish council contribute to the Lowdown but they would like to continue to run this independently.
  - It was therefore agreed in principal that we would like the Bampton Beam to continue (alongside the Lowdown), as this has been on-going for 30 years. Agreed for Cllrs Allinson and Clarke to approach a willing volunteer with regards taking this forward.
  - It was thought that we need a paper copy to keep everyone in the loop who does not have easy IT access, but it is not essential that we carry on with the high production glossy magazine.
  - Agreed to officially request use of the "Bampton Beam" name from the current editor.
- 137/2020 IT Committee update:
- Website WACG 2.1 compliance. We need to publish an Accessibility Statement outlining where we are not compliant whilst we look into a new website. January deadline was agreed for all current outstanding IT actions.
  - All councillors need access to all parish council files, rather than just their own committee areas of responsibilities on Sharepoint. Clerk to liaise with Cllr Foster.

With no further business to discuss the meeting finished at 8.50pm.

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

#### ACTIONS

ITEM	ACTION TAKEN/UPDATE	NAME	BY DATE
S 106 funding	Find out where this has been spent.	SH	On going
Beam	Make contact again. Write small article for Lockdown Beam.	PF, JA	On going
Tourism management	Agreed to investigate producing a list of protocols outlining expected tourist behaviour to give out to tourists.	RM	On going
Blue Cedar homes	Request update on funding	JA	On going
Share Point	Produce a help guide	IT C'ttee	Next meeting

Trees on Pieces path	Discuss with supplier	SM	Oct meeting
Speeding	Investigate 20mph,survey etc	SM	Oct meeting
Neighbourhood Plan	Form committee of 3 parish councillors plus maximum of 3 other people in village, including Trevor Milne-Day of Society for the Protection for Bampton.	All	On going
Taylor Wimpey	Photo flower beds	SM	Oct
Lavender place development	site traffic access to be investigated further	James Mills	Nov
Cemetery memorial plaque	make a request to Taylor Wimpey. Cllr Rainey to pass information onto Cllr P Smith.	HR PS	Nov
Thank you	Email county councillor	Clerk	Nov
Xmas event	Buy more lights	Xmas c'ttee	Nov
HR Committee	4 <sup>th</sup> councillor member required. Email Cllr Smith	All	Nov
Bampton Beam	Talk to volunteer	JA DC	Nov
"Bampton Beam" name	Speak to current editor	PF	Nov
Website	Publish accessibility statement	IT C'ttee	asap
Sharepoint	File permissions	Clerk PF	nov