

**BAMPTON PARISH COUNCIL**  
**MINUTES OF VIRTUAL COUNCIL MEETING ON 8<sup>th</sup> July 2020 AT 8PM**

PRESENT: Cllrs J Allinson (Chair), P Smith, D Clarke, S Homer, S Taylor, P Foster, H Rainey, R Smith, S McLaren.

IN ATTENDANCE: Mrs C Street (Clerk), District Cllr J Mills.

58/2020 Apologies for absence: D Bamber, R McBrien, County & District Councillor Ted Fenton

59/2020 Variation of order of business: None.

60/2020 Declarations of interest: None.

61/2020 District & County Councillors' Reports:

COUNTY COUNCIL: Footpath improvements; speed checks.

DISTRICT COUNCIL: Pubs & restaurants opening - licensing team have been checking that guidance is being followed; 100 calls a week to vulnerable residents; Garden Village plans have gone in; Hanborough Station improvements; Unitary Authority; bins on new developments.

642/2020 Confirmation of minutes: The minutes of the meeting held on 10<sup>th</sup> June 2020 were signed as a true record.

63/2020 Actions update: See attached list.

64/2020 Public participation: None.

65/2020 Planning applications: planning decisions were emailed to councillors but not discussed at this meeting

20/01169/LBC	Installation of replacement gates to front entrance (Station Road) and side entrance (Landells). <b>Manor House Station Road. No objections.</b>
20/01362/HHD Deadline 18/6	Erection of single storey garden studio. <b>52 Bushey Row. No objections.</b>

66/2020 Annual Governance Statement 2019/20: This was approved and signed by the chairman, clerk to sign paperwork tomorrow and send AGAR form to Moore external auditors.

67/2020 Accounting Statements for 2019/20: This was approved and signed by the chairman, clerk to sign paperwork tomorrow and send AGAR form to Moore external auditors.

68/2020

**Finance and Accounts for Payment:**

The following payments were approved in accordance with the budget:

HMRC	PAYE Q 1	£772.30
Mc Cracken & Son	Cemetery grass seed sowing	£600
Steve Austen Flooring	Carpet in town hall	£310.30
Gareth Pursey	Town hall carpentry	£2020
Andy Harper	Clean carpets in Community Centre	£135
E Wileman	Cleaning inside and outside of town hall and Old School Community Centre windows, plus removal of cobwebs	£180
AK Timms	Play bark	£390.24
AK Timms	Varnish and brushes for repainting benches	£47.08
AK Timms	More Play bark	£130.08
ML Johnson	Filing cabinet	£603.12
OALC	Training course	£42
Louise Williams	Lengthsman expenses – petrol, bins	£83.38
Philip Foster	Reimbursement for Projector mount	£49.98
Chris Smith	June mowing	£1611
Gary Horne	Town hall renovations	£1000

The following payments were put on hold:

Securipol	12 month alarm monitoring	£593.40 ON HOLD
123Connect	Anti-spam	£58.80 NOT APPROVED. Clerk to terminate the email contract.

69/2020

**Allotment report:** A report was sent out prior to the meeting and no resolutions were made.

70/2020

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

71/2020

**Old School Community Centre report:** A report was sent before the meeting and the following resolutions were made: Repair to footpath agreed.

72/2020

**Cemetery report:** A report was sent out prior to the meeting and no resolutions were made:

- Woodland Trust plant your own tree/hedge in memory of someone. £115 agreed.
- £375 agreed to rotivate and seed pathway that was not done with the rest of the seeding. Extra grass seed might be needed on the main area at a later date too.
- Notice on gate needs cleaning of sticky tape residue.

73/2020

**Highways report:** A report was sent out prior to the meeting and the following resolutions were made:

- £100 agreed for postcards to request residents cut back their overhanging trees.
- Trees at war memorials need pruning but it was agreed it is a job for November.

74/2020

**Mercury Play Park:** A report was sent out prior to the meeting and the following resolutions were made:

- This is to remain closed for the time being due to inability to fulfil cleaning and social distancing checks required by risk assessment. Park to remain closed off with the chain and the notice.
- Areas of rotten wood are being repaired. Play matting needs replacing, but agreed to wait for ROSPA report.

75/2020

**Correspondence:**

- None other than emails already dealt with and included on the agenda in reports where necessary.

- 76/2020 Report on village matters (received after agenda was set):
- Christmas committee to meet and start discussions.
- 77/2020 Bampton Beam: With the current newsletter on hold, the parish council would like the Beam to continue in print and agreed to look into future options for this. It was noted that Taylor Wimpey have agreed to put funds towards a village newsletter.
- 78/2020 Neighbourhood Planning Training course feedback: Deferred to next meeting.
- 79/2020 Councillors' recommendations for the BHIB insurance risk assessments: This is being updated by individual councillors.
- 80/2020 Lengthsman report:
- During the lengthsman's jury duty the Facilities Manager will cover basic duties.
  - Ditch clearing at Chetwynd Mead/Ampney Orchard would cost £1180. We do not own the ditch, therefore Cllr McLaren to ask County Council if they will take responsibility for clearing it.
- 81/2020 Taylor Wimpey update:
- Bins: It was agreed to pay for emptying of 3 rubbish bins once all houses have been sold.
  - Charitable fund: Suggestions include funding local magazine, improving entrances to Bampton, outdoor classroom at school, hedgehog highways.
- 82/2020 HR Committee report: An update was given, no resolutions were made.
- 83/2020 COVID-19: We are up to date with all the latest advice on reopening.
- 84/2020 Business Continuity plan: This is in hand and was not discussed further.
- 85/2020 IT Committee update: The IT Committee will produce a help guide for councillors to use the new file sharing.
- 86/2020 August parish council meeting: It was agreed there would be no meeting in August. Clerk to discuss process for making August invoice payments with chairman.

With no further business to discuss the meeting finished at 10pm.

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

#### ACTIONS

ITEM	ACTION TAKEN/UPDATE	NAME	BY DATE
S 106 funding	Find out where this has been spent. Make Freedom of Information request to WODC	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
ERP	Generator hook up options	RS	On going
Blue Cedar homes	Request update on funding	JA	On going
TOSCC lease	Meeting has been arranged with OCC	JA	On going
Speeding along New Road	ask PCSO Colin Davies for speed checks/contact Ted Fenton re speed limits	SM/PF	ASAP
Cemetery sign	Clean sign	JA	Next meeting
Chetwynd Mead ditch	Ask county council to clear it	SM	Next meeting
Email supplier	Terminate contract with 123Connect	Clerk	Next meeting
Share Point	Produce a help guide	IT C'ttee	Next meeting
August meeting	Make arrangements for August invoices to be paid	Clerk JA	Before Aug

Xmas	Committee to meet	Xmas C'ttee	Next meeting
Bampton Beam	Investigate newsletter options	PF	Next meeting
Taylor Wimpey	Follow up charitable fund suggestions	PS	Next meeting