

BAMPTON PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING ON 8th June 2022 AT 7PM

PRESENT: Cllr J Allinson (Chair), Cllr R Smith (Vice-Chair), Cllr D Clarke, Cllr S McLaren, Cllr S Radband, Cllr P Foster, Cllr D Lloyd

IN ATTENDANCE: J Broughton (Clerk), District and County Councillor Ted Fenton, District Councillor Alaric Smith, Police Inspector for West Oxfordshire Chris Ball

APOLOGIES: Cllr S Homer, Cllr P Smith

		ACTION
119/2022	<u>Apologies for absence:</u> Cllrs P Smith, S Homer.	
120/2022	<u>Co-option:</u> Darren Lloyd was co-opted as a councillor and then joined the meeting. Two councillor posts are still available.	
121/2022	<u>Variation of order of business:</u> None.	
122/2022	<u>Declarations of interest:</u> None.	
123/2022	<p><u>District & County Councillors' reports and questions:</u></p> <p>District Council:</p> <ul style="list-style-type: none"> • Sewage treatment works in Witney have budgeted to increase capacity by approximately 50%. Thames Water will be able to notify public on website within one hour of an overflow. • Council's Discretionary Scheme for energy rebate has gone live. Post on council Facebook page. • Ex councillor James Mills needs to be removed from council website and notice board. <p>County Council:</p> <ul style="list-style-type: none"> • Cllr T Fenton made contact with the police regarding ongoing concern about parking and traffic speed outside Co-op. Waiting to hear back from James Wright regarding Cllr J Allinson's request for triangular sign warning of people crossing the road. • Susannah Prestle, Chair of Oxfordshire County Council, will be visiting traveller sites and will advise the police and Cllr S Radband of date. • Funding for Witney High Street will remain the same. Plans to be drawn up to include removal of planters and new signage. • Discussion around Angel pub being allowed to use road and parking spaces outside for seating. Alaric will check with District Licencing about this. 	<p>SH</p> <p>Clerk</p> <p>TF</p> <p>AS</p>
124/2022	<p><u>Thames Valley Police Representative:</u></p> <ul style="list-style-type: none"> • Police Inspector for West Oxfordshire, Chris Ball, introduced himself and explained that PCSO Josh Peck is our main point of contact. It was noted that PCSO Peck is not on the Thames Valley Police website and there are issues getting hold of him. Website is currently being redone. • Discussion regarding Neighbourhood Action Group that used to be active, with various representatives for the fire brigade, police etc. Insp Ball confirmed that we should ideally see an officer around Bampton twice a week. Councillors confirmed 	

	<p>this isn't happening and there is a lack of police presence. Attending Burford Town Council meeting this month and will raise issue of Neighbourhood Action Group.</p> <ul style="list-style-type: none"> • Parking on double yellow lines in Market Place is no longer a police matter but as this is dangerous and an obstruction close to the roundabout the police will monitor this and speak to parking warden. Cllr J Allinson to send Cllr S McLaren Insp Ball's email address to forward photos of dangerously parked cars. • PC Chris Cochran manages PCSO's and is based in Chipping Norton. Cllr S Radband suggested making Cllr Lloyd the main point of contact with PCSO. • Insp Ball keen to have Neighbourhood Watch re-instated across the district. Cherwell and west co-ordinator can send pack out and PCSO will set it up. Ask for volunteers on Facebook. • Speedwatch has been successful. 	<p>JA SM</p> <p>SR DL</p> <p>Clerk SH</p>	
125/2022	<u>Confirmation of minutes:</u> The minutes of the meeting held on 11 th May 2022 were signed as a true record.		
126/2022	<u>Actions update:</u>		
	101/2022	Volunteer required for Bampton Welfare Trust as Helen Rainey does not wish to remain on Committee.	JA
	103/2022	Planning applications	Clerk
	105/2022	Amendments to insurance policy to be agreed.	Clerk JA PS DC
	107/2022	Add Cllr D Lloyd to bank mandate.	Clerk
	109/2022	No progress on installing toilet for Post Office.	RS
	113/2022	Check with Recreation Ground Manager if fourth and final order for play bark at Mercury play park has now been delivered.	Clerk
	116/2022	Co-option vacancies to be posted on Parish Council website and Facebook.	SH
	116/2022	Preferred contact method for enquiries to be made clear on Facebook.	SH
	116/2022	S106 form to be completed for Arts Committee.	JA
127/2022	<u>Public participation:</u> None.		
128/2022	<u>Planning applications:</u> Planning decisions were emailed to all councillors but not reported at this meeting.		
	22/01069/FUL	Attached dwelling with off street parking and ancillary works. Town and Country Planning Act. 29 Mercury Close Vote: OBJECTION We don't believe there is sufficient parking for the two properties and this will adversely affect residents.	
	22/01293/HHD	Alterations to existing access to include widening and repositioning of vehicular access, provision of pedestrian access and installation of new gates. Town and Country Planning Act. Shillbrook Barn, Landells NO OBJECTION	
	22/01294/LBC	Alterations to existing access to include widening and repositioning of vehicular access, provision of pedestrian access and installation of new gates. Planning (Listed Building and Conservation Areas) Act. Shillbrook Barn, Landells	

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129/2022	<p>Finance and Accounts for Payment:</p> <ul style="list-style-type: none"> The following payments were approved in accordance with the budget: <table border="1"> <tr> <td>Falcon Signs</td> <td>Jubilee clock plaque</td> <td>£378</td> </tr> <tr> <td>Recreation Ground Charity</td> <td>1st half of grant (£30,000 total grant budget)</td> <td>£15000</td> </tr> <tr> <td>Diana Alcock</td> <td>Market Square flowers</td> <td>£194.67</td> </tr> <tr> <td>Gartec</td> <td>Lift service</td> <td>£477.60</td> </tr> <tr> <td>F.G Alden Limited</td> <td>Boiler maintenance at the Old School Community Centre</td> <td>£155.59</td> </tr> <tr> <td>The Cotswold Group Limited</td> <td>Tree work at Bampton Cemetery</td> <td>£7,020</td> </tr> <tr> <td>Rupert Gooddy Plants Ltd</td> <td>Plants & compost</td> <td>£62.38</td> </tr> <tr> <td>The Wychwood Gardener</td> <td>Gardening at the Old School Community Centre</td> <td>£90.00</td> </tr> <tr> <td>Total Pest Control (UK) Ltd</td> <td>Removal of birds nest in Town Hall loft space</td> <td>£510</td> </tr> <tr> <td>AK Timms</td> <td>Padlock</td> <td>£9.44</td> </tr> <tr> <td>Chris Smith</td> <td>Work for May 2022</td> <td>£1,706</td> </tr> <tr> <td>Turtle Engineering Limited</td> <td>Defibrillator cabinet</td> <td>£720</td> </tr> </table> <ul style="list-style-type: none"> The following pre-paid debit card transactions were approved: <table border="1"> <tr> <td>Land Registry</td> <td>Land Registry Title Plan</td> <td>£6</td> </tr> <tr> <td>Land Registry</td> <td>Land Registry Title Plan</td> <td>£3</td> </tr> <tr> <td>Land Registry</td> <td>Land Registry Title Plan</td> <td>£3</td> </tr> <tr> <td>Land Registry</td> <td>Land Registry Title Plan</td> <td>£3</td> </tr> </table>	Falcon Signs	Jubilee clock plaque	£378	Recreation Ground Charity	1st half of grant (£30,000 total grant budget)	£15000	Diana Alcock	Market Square flowers	£194.67	Gartec	Lift service	£477.60	F.G Alden Limited	Boiler maintenance at the Old School Community Centre	£155.59	The Cotswold Group Limited	Tree work at Bampton Cemetery	£7,020	Rupert Gooddy Plants Ltd	Plants & compost	£62.38	The Wychwood Gardener	Gardening at the Old School Community Centre	£90.00	Total Pest Control (UK) Ltd	Removal of birds nest in Town Hall loft space	£510	AK Timms	Padlock	£9.44	Chris Smith	Work for May 2022	£1,706	Turtle Engineering Limited	Defibrillator cabinet	£720	Land Registry	Land Registry Title Plan	£6	Land Registry	Land Registry Title Plan	£3	Land Registry	Land Registry Title Plan	£3	Land Registry	Land Registry Title Plan	£3	
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130/2022	The internal audit 2021-22 was reviewed by the councillors and approved.																																																	
131/2022	The annual governance statement 2021-22 was reviewed by the councillors and signed.																																																	
132/2022	The accounting statements for 2021-22 were reviewed by the councillors and signed.																																																	
133/2022	<p>Approve prepaid debit cards and limits:</p> <ul style="list-style-type: none"> Amend Standing Orders, to be ratified at next council meeting. Increase Clerk's limit for Parish Council card to £1,000. Request Recreation Ground card for Clerk with limit of £1,000. 	<p>Clerk Clerk Clerk</p>																																																
134/2022	Allotment report: Nothing to report.																																																	
135/2022	<p>Town Hall report: A report was sent prior to the meeting and the following resolutions were made:</p> <ul style="list-style-type: none"> Finances for Jubilee clocks are being reviewed. Taylor Wimpey have donated £450 and there may be a grant available from Bampton Community shop for the remaining balance. 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. 	<p>RS</p> <p>JA, Clerk</p>																																																

	<ul style="list-style-type: none"> Letters of thanks for those involved with the Jubilee clock – Jenny Chaundy, Sir Martin Landray, Christopher Compston and Gareth Pursey. 	Clerk
136/2022	<p><u>Old School Community Centre (TOSCC) report:</u> A report was sent prior to the meeting and the following resolution was made:</p> <ul style="list-style-type: none"> Cllr J Allinson and Cllr R Smith to meet solicitor regarding the lease. 	JA RS
137/2022	<p><u>Cemetery report:</u></p> <ul style="list-style-type: none"> Consider how to deal with requests for benches going forward. Ask Chris Smith to burn rubbish. Improve signage for the bin as litter is still being left behind. Cllrs S McLaren and S Radband to look at tree that may be dying. Purchase stronger padlock as existing one has been vandalised. 	Clerk SR SR Clerk SR SM SR
138/2022	<p><u>Highways, footpaths and tree report:</u> A report was sent out prior to the meeting and no resolutions were made.</p>	
139/2022	<p><u>Mercury Play Park:</u> A report was sent out prior to the meeting and the following resolutions were made:</p> <ul style="list-style-type: none"> Cllr S Radband to obtain quote for permanent play surface. 	SR
140/2022	<p><u>Lengthsman report:</u> No report.</p>	
141/2022	<p><u>Committee meeting updates:</u></p> <p><u>HR:</u></p> <ul style="list-style-type: none"> Confidentiality agreements to be signed and put on Sharepoint. Clerk's old laptop to be rebuilt for Recreation Ground Manager. Advertise Lengthsman vacancy on Facebook, Nextdoor and noticeboards. Cllr P Smith to draft advert. 	HR IT PS Clerk SH
142/2022	<p><u>IT:</u></p> <ul style="list-style-type: none"> Comparable quotes to be obtained for broadband and phone provision. Charter for those with global administration rights. Demo for new website at next council meeting in July. Fee will come in from fix my street and planning portals. 	PF PF IT
143/2022	<p><u>Parish council social media communications:</u></p> <ul style="list-style-type: none"> Post a summary of what the Parish Council are responsible for on Facebook and website. 	JA RS SH
144/2022	<p><u>Correspondence:</u> None other than routine emails.</p>	
145/2022	<p><u>Report on essential village matters (received after agenda was set):</u> None.</p>	
146/2022	<p><u>Death of an important figure:</u></p> <ul style="list-style-type: none"> Book of condolence will be available in the church and IT will post a link on the website. Gates to the War Memorial will be left open for people who wish to lay flowers, however this won't be advertised. Condolence letter and Statement drafted by Clerk and awaiting approval. 	RS

147/2022	<u>Freedom of Information Act:</u> <ul style="list-style-type: none"> • Produce case study of recent Freedom of Information request so that we can agree a procedure for dealing with future enquiries. 	JA PS Clerk
	<u>Town Hall Notice Board:</u> <ul style="list-style-type: none"> • Notice board is in need of repair. Cllrs S Radband and S McLaren will look at the fixings to see if the map can be re-attached. • Quote required for scratched perspex doors on notice board cabinet. • Check if the notice board needs to be re-painted. • Out of date contact details to be removed. 	SR, SM Clerk Clerk Clerk

With no further business to discuss the meeting finished at 9.30pm.

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

Next meeting is 13th July 2022 at 7pm.