

**BAMPTON PARISH COUNCIL**  
**MINUTES OF PARISH COUNCIL MEETING**  
**ON 8<sup>TH</sup> NOVEMBER 2023 at 7.00pm**

PRESENT: J Allinson (in the chair), P Foster, S McLaren, R Smith, C Foley, A Wray (arrived before item 224/2023), S Radband, G Attar, D Clarke.  
 IN ATTENDANCE: C Street (Clerk), County Cllr T Fenton, District Cllr A Smith

195/2023	<u>Apologies for absence:</u> None
196/2023	<u>Variation of order of business:</u> None
197/2023	<u>Co-option:</u> Gordon Attar and Dee Clarke were co-opted onto the parish council.
198/2023	<u>Declarations of interest:</u> None.
199/2023	<u>County and District Councillors' reports &amp; questions:</u> Reports were given at the meeting with the main points being: <u>County Council</u> <ul style="list-style-type: none"> <li>• Coalition cabinet reorganisation.</li> <li>• Budget is being prepared.</li> <li>• Government funding - continuation of cap on bus fares.</li> <li>• Residents to be aware of increase in cold calling asking to repair your property.</li> <li>• Cllr Fenton to chase OCC re. raised paving under tree in Market Square and tree knocking tiles off town hall roof.</li> <li>• Responsibility for bridge between Ampney Orchard and Chetwynd Mead is being investigated.</li> </ul> <u>District Council</u> <ul style="list-style-type: none"> <li>• Publica review of services.</li> <li>• Budget consultation 13-Nov-18 Dec <a href="http://www.westoxon.gov.uk/budget">www.westoxon.gov.uk/budget</a></li> <li>• Meeting with Thames Water; flood prevention meeting; WODC Waterways Day 23<sup>rd</sup> November.</li> <li>• Improving markets in towns.</li> <li>• Leisure strategy; strategic housing strategy.</li> <li>• Local plan consultations are under way.</li> <li>• Paddocks briefing paper is expected soon.</li> <li>• Planning department not responding to notification of listed building consent breach.</li> <li>• Local Plan consultation.</li> <li>• Could parish council borrow movement activated camera for cemetery as someone is dumping rubbish.</li> </ul>
200/2023	<u>Confirmation of minutes:</u> The minutes of the meeting held on 11 <sup>th</sup> October 2023 were signed as a true record.
201/2023	<u>Actions Update:</u> See attached list for outstanding actions from previous meeting/s.
202/2023	<u>Public participation:</u> None
203/2023	<u>Planning applications:</u>

	23/02775/HHD	Erection of a single storey rear extension at 5 Calais Dene. NO OBJECTIONS																																	
204/2023	<p><u>Finance and Accounts for Payments:</u> The following payments were approved in accordance with the budget:</p> <table border="1"> <tr> <td>James Wildman</td> <td>Photography for website</td> <td>£300</td> </tr> <tr> <td>Gutter Clear</td> <td>Town hall gutters</td> <td>£360</td> </tr> <tr> <td>Broxap Ltd</td> <td>Replacement benches near town hall</td> <td>£1418.40</td> </tr> <tr> <td>AK Timms</td> <td>Gravel for war memorial</td> <td>£145.20</td> </tr> <tr> <td>AK Timms</td> <td>Gravel for cemetery</td> <td>£212.80</td> </tr> <tr> <td>AK Timms</td> <td>Paint cans</td> <td>£23.78</td> </tr> <tr> <td>Ann Setch</td> <td>Reimbursement for supplies for community centre</td> <td>£44.84</td> </tr> <tr> <td>Royal British Legion</td> <td>Wreath donation</td> <td>£50</td> </tr> <tr> <td>AJ Mitchell Window Cleaning</td> <td>TOSCC windows inside and out</td> <td>£140</td> </tr> <tr> <td>Chris Smith</td> <td>October mowing</td> <td>£2106</td> </tr> <tr> <td>Netwise</td> <td>Website hosting, maintenance and support</td> <td>£528</td> </tr> </table> <p>The following pre-paid debit card transactions were approved: None</p>		James Wildman	Photography for website	£300	Gutter Clear	Town hall gutters	£360	Broxap Ltd	Replacement benches near town hall	£1418.40	AK Timms	Gravel for war memorial	£145.20	AK Timms	Gravel for cemetery	£212.80	AK Timms	Paint cans	£23.78	Ann Setch	Reimbursement for supplies for community centre	£44.84	Royal British Legion	Wreath donation	£50	AJ Mitchell Window Cleaning	TOSCC windows inside and out	£140	Chris Smith	October mowing	£2106	Netwise	Website hosting, maintenance and support	£528
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205/2023	<p><u>Financial Regulations:</u> Changes to Financial Regulations proposed by Finance and General Purposes Committee were adopted.</p>																																		
206/2023	<p><u>Allotments:</u></p> <ul style="list-style-type: none"> <li>• Contracts and invoices for annual rents have been sent out to all allotment holders.</li> <li>• Cllr Clarke has agreed to take on responsibility for the allotments.</li> <li>• Allotment holders to be consulted regarding spending the grant of £1000 previously given by the Charity Shop.</li> </ul>																																		
207/2023	<p><u>Town Hall:</u></p> <ul style="list-style-type: none"> <li>• New postmaster at Post Office.</li> <li>• Cllrs Allinson and R Smith to sign statement of truth that the parish council owns the town hall as there are no deeds available.</li> </ul>																																		
208/2023	<p><u>The Old School Community Centre:</u></p> <ul style="list-style-type: none"> <li>• Broadband is fully operational.</li> <li>• Southern Electric contract to be reviewed following an increase in rates.</li> <li>• Hall hire rates to be reviewed.</li> </ul>																																		
209/2023	<p><u>Cemetery:</u> Nothing extra to report.</p>																																		
210/2023	<p><u>Highways, Trees, Footpaths and Floods:</u></p> <ul style="list-style-type: none"> <li>• County Council agreed to repair barriers alongside brook/footpath from Bridge Street to Sandford's field.</li> <li>• Flood Prevention Group meeting update re. the Great Brook.</li> </ul>																																		
220/2023	<ul style="list-style-type: none"> <li>• <u>Mercury Play Park:</u></li> </ul>																																		

	<ul style="list-style-type: none"> <li>Quote received of £665 to comply with all extra RoSPA report requirements was agreed.</li> <li>Quote received for inspection and maintenance package to be sent to all councillors and considered at a later date. Once works are completed post update on social media.</li> </ul>			
221/2023	<u>Lengthsman update:</u> <ul style="list-style-type: none"> <li>Birds' nest above defibrillator at the town hall is now empty.</li> <li>Purchase of a rake was agreed.</li> <li>Request to move bin in Pembroke Park as kids are using it to stand on to climb over the fence.</li> </ul>			
222/2023	<u>Correspondence:</u> <table border="1" style="width: 100%;"> <tr> <td>Request from Bampton Opera for a grant of £900 was agreed.</td> </tr> <tr> <td>Children's Air Ambulance (Oxfordshire) request for donation. £50 agreed.</td> </tr> <tr> <td>Request from St Mary's Church for a grant of £1000 towards grounds maintenance - £500 was agreed and a further grant of £500 will be reconsidered at the end of the financial year if we have the budget.</td> </tr> </table>	Request from Bampton Opera for a grant of £900 was agreed.	Children's Air Ambulance (Oxfordshire) request for donation. £50 agreed.	Request from St Mary's Church for a grant of £1000 towards grounds maintenance - £500 was agreed and a further grant of £500 will be reconsidered at the end of the financial year if we have the budget.
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223/2023	<u>Essential village matters (received after agenda was set):</u> New website to be updated ready for launch.			
224/2023	<u>Grant Strategy:</u> The Grant Strategy Policy to be condensed then adopted at the next meeting.			
225/2023	<u>Recruitment:</u> <ul style="list-style-type: none"> <li>Adverts for parish councillors have been posted around the village and on social media. Suggestion to post on Community Hub website and send out advert with Emergency Response Plan when it is distributed in the new year.</li> </ul>			
226/2023	<u>Grass Cutting Agreement:</u> Changes to Schedule 1 of S101 Grass Cutting Agreement with OCC were noted.			
227/2023	<u>West Oxfordshire District Council Plan:</u> <ul style="list-style-type: none"> <li>Comments made prior to the meeting (due to deadline) were ratified by full council. Copy to be circulated to all councillors.</li> </ul>			
228/2023	<u>Pyrotec contract:</u> <ul style="list-style-type: none"> <li>Quotes for renewal for the town hall of £157 and Old School Community Centre of £474 were agreed.</li> <li>Clerk to diarise to review contracts in August.</li> </ul>			
229/2023	<u>ID Badges:</u> 4 x ID badges to be ordered for those councillors who do not have them.			

The meeting closed at 9.52pm. The next meeting is Wednesday 13<sup>th</sup> December 2023.

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

**ACTIONS FROM PREVIOUS MEETING/S:**

116/2022	S106 form to be completed for Arts Committee. Chair will call a meeting of the Arts Committee to progress this.	JA
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137/2022	Get quote from AK Timms for noticeboard for cemetery. Send photo of noticeboard to Cllr Radband.	SR JA
123/2022	Following request for triangular sign warning of people crossing the road, the response from James Wright to trim vegetation was unsatisfactory. To be followed up via email with request for a meeting	SM
252/2022	Taylor Wimpey village entrance planters - request update regarding planning permission for planters.	SM
256/2022	Emergency Response Plan printing for distribution. Put on agenda for next meeting.	CF Clerk
039/2023	Bampton Exhibition Foundation – Post to go on social media to advise that funding is available.	PF
034/2023	Speak to stonemason regarding error on cemetery plaque. Online cemetery mapping finished. Names to be checked on site.	JA SR JA Clerk
040/2023	BZN Airspace Chance Proposal (ACP) – Face to face meeting with RAF requested. No response.	JA
157/2023	Get quote for tap from water main at cemetery.	SR
169/2023	Transfer minutes and burial records prior to August 2012 to the County Archives.	JA Clerk

NEW ACTIONS FROM THIS MEETING:

204/2023	Cllrs Attar and Clarke to get photos taken by James Wildman for website	GA, DC
206/2023	Allotment holders to be consulted regarding spending the grant of £1000 previously given by the Charity Shop.	DC
207/2023	sign statement of truth that the parish council owns the town hall	JA, RS
208/2023	TOSCC Southern Electric contract to be reviewed Hall hire rates to be reviewed.	RS Clerk
208/2023	Hall hire rates to be reviewed.	RS
220/2023	Mercury Play Park quote for inspection and maintenance package to be sent to all councillors	Clerk
224/2023	The Grant Strategy Policy to be condensed	AW
225/2023	Recruitment: post on Community Hub website and send out advert with Emergency Response Plan.	PF, CF
227/2023	West Oxfordshire District Council Plan comments to be circulated to all councillors.	JA
228/2023	Pyrotec contract quotes to be accepted. Clerk to diarise to review contracts in August.	Clerk
229/2023	4 x ID badges to be ordered	CF