

BAMPTON PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING ON 8th March 2023 at 7.00pm

PRESENT: Cllrs J Allinson (Chair), S Radband, A Wray, S McLaren
 IN ATTENDANCE: J Broughton (Clerk), District & County Cllr T Fenton, District Cllr A Smith

<u>046/2023</u>	<u>Apologies for Absence:</u> Cllrs R Smith, P Smith, P Foster, S Homer, D Lloyd																
<u>047/2023</u>	<u>Variation of Order of Business:</u> Agreed to take report from District Cllr A Smith later in the meeting.																
<u>048/2023</u>	<u>Declarations of Interest:</u> None																
<u>049/2023</u>	<p><u>County and District Councillors reports & questions</u> A report was given at the meeting by District & County Cllr T Fenton with the main points being:</p> <p><u>OCC</u></p> <ul style="list-style-type: none"> • Revised dates for Botley Road closure have been announced for April – November. • Boundary reviews are ongoing. <p><u>District Council</u></p> <ul style="list-style-type: none"> • Proposal to extend Ubico waste contract for another 2 years. 																
<u>050/2023</u>	<u>Confirmation of minutes</u> - The minutes of the meeting held on 8 th February 2023 were signed as a true record.																
	<p><u>Actions Update:</u> All the following appear to be outstanding:</p> <table border="1"> <tr> <td>116/2022</td> <td>S106 form to be completed for Arts Committee.</td> </tr> <tr> <td>133/2022</td> <td>Financial regulations to be reviewed and then ratified at meeting following receipt of prepaid cards.</td> </tr> <tr> <td>133/2022</td> <td>Prepaid cards – Agreed at last F&GP meeting to order cards for Cllr R Smith (Chair of F&GP) and the Clerk. Limit of £2,000 for Cllr J Allinson’s existing card and Cllr R Smith and limit of £1,000 for the Clerk.</td> </tr> <tr> <td>137/2022</td> <td>Meet to consider noticeboard for cemetery to include litter and bench notices and advise Clerk.</td> </tr> <tr> <td>123/2022</td> <td>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 with meeting request and photos of the road. Chase again.</td> </tr> <tr> <td>198/2022</td> <td>Notice of Landowner Deposit - Chased and received paperwork to be completed. Cllr J Allinson to forward to Cllr S McLaren.</td> </tr> <tr> <td>242/2022</td> <td>Before end of the financial year (31st March) Cllrs S Homer and A Wray to develop a grant strategy for the Parish Council – to be adopted at April meeting. Circulate to councillors for comments.</td> </tr> <tr> <td>250/2022</td> <td>Training and induction pack to be set up for all Councillors for new financial year.</td> </tr> </table>	116/2022	S106 form to be completed for Arts Committee.	133/2022	Financial regulations to be reviewed and then ratified at meeting following receipt of prepaid cards.	133/2022	Prepaid cards – Agreed at last F&GP meeting to order cards for Cllr R Smith (Chair of F&GP) and the Clerk. Limit of £2,000 for Cllr J Allinson’s existing card and Cllr R Smith and limit of £1,000 for the Clerk.	137/2022	Meet to consider noticeboard for cemetery to include litter and bench notices and advise Clerk.	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 with meeting request and photos of the road. Chase again.	198/2022	Notice of Landowner Deposit - Chased and received paperwork to be completed. Cllr J Allinson to forward to Cllr S McLaren.	242/2022	Before end of the financial year (31 st March) Cllrs S Homer and A Wray to develop a grant strategy for the Parish Council – to be adopted at April meeting. Circulate to councillors for comments.	250/2022	Training and induction pack to be set up for all Councillors for new financial year.
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	252/2022	Taylor Wimpey village entrance planters - request update regarding planning permission for planters. Chase again.
	256/2022	Emergency Response Plan requires urgent update to all procedures.
	234/2022	Cllrs T Fenton and A Smith will work together to speak to the new person in charge of enforcement. Cllr T Fenton to follow up meeting request with Robert Courts.
	276/2022	New website – currently being worked on by IT.
	030/2023	Post Office WC - Noted there will be a building regulations fee once work starts. Agreed to sign contract but put in email that final payment is subject to building control sign off.
	039/2023	Bampton Exhibition Foundation – Post to go on social media.
	041/2023	War memorial – Agreed to purchase 3 barrels to replace existing ones. Chase this.
	042/2023	The Coronation of King Charles III: <ul style="list-style-type: none"> IT to draft social media post requesting volunteers. Cllr S Homer to post extracts of official Coronation letter onto website and Facebook. Urgent – Clerk to chase. Agreed to order 200 metres of bunting but no flag.
	034/2023	<ul style="list-style-type: none"> Speak to stonemason regarding error on cemetery plaque. Arrange meeting with Craig to discuss online mapping. Liaise with IT as this will require Parish Online which we may use on the new website.
	040/2023	Annual Emergency Planning Unit Town and Parish Survey 2023 - Agreed for Cllr D Lloyd to assist Cllr S Homer with Emergency Plan and completion of survey.
	040/2023	BZN Airspace Chance Proposal (ACP) - Scan and email version with comments added to Cllrs J Allinson and P Smith. Request meeting with RAF.
<u>051/2023</u>	<u>District Councillors reports & questions:</u> A report was given at the meeting by District Cllr A Smith with the main points being: <ul style="list-style-type: none"> Update on monthly Thames Water meeting regarding waste discharges and infrastructure issues. Planning appeal lost at The Moors, Ducklington. WODC questioning flood zone 1 designation with Environment Agency. Long Paddocks – Ditches to be cleared out this month. The Paddocks – Senior officers have met to discuss the matter. New project officer will be tasked with this as a priority with recommendations put to council CEO and, if in agreement, passed to Cabinet and possibly Council for budget. Estimated late May/June. Annual budget passed and increased by maximum allowed. Voter ID required at May elections. 	
<u>052/2023</u>	<u>Public participation:</u> Four members of the public participated.	
<u>053/2023</u>	<u>Planning applications:</u>	

<p>23/00180/HHD & 23/00181/LBC EXTENDED DEADLINE: 09/03/23</p>	<p>PROPOSAL: Demolition of outbuilding and conservatory. Erection of single storey extension with glazed link to dwelling. Town and Country Planning Act. PROPOSAL: Internal and external works to remove existing outbuilding and conservatory and erect a single storey extension with glazed link. Internal alterations to include refurbishment of basement, alterations to floor layouts and the relocation of staircase to basement. Planning (Listed Building and Conservation Areas) Act. LOCATION: Thatched Cottage, Church Street, Bampton</p> <p>NO OBJECTION</p>
<p>23/00153/HHD EXTENDED DEADLINE: 09/03/23</p>	<p>PROPOSAL: Erection of single storey rear and first floor side extensions. Construction of detached replacement pitched roof garage. Town and Country Planning Act. LOCATION: Rose Cottage, Broad Street, Bampton</p> <p>NO OBJECTION</p>
<p>22/03389/FUL DEADLINE: 16/03/23</p>	<p>PROPOSAL: Demolition of existing outbuilding. Erection of an outbuilding comprising of stables with meeting room and home office above (amended plans). Town and Country Planning Act. LOCATION: The Deanery, Church Close, Bampton</p> <p>NO OBJECTION</p>
<p>23/00238/HHD DEADLINE: 17/03/23</p>	<p>PROPOSAL: Construction of detached outbuilding comprising carport, shed and log store. Town and Country Planning Act. LOCATION: Ash House, Hayway Lane, Weald</p> <p>NO OBJECTION</p>
<p>23/00328/HHD DEADLINE: 22/03/23</p>	<p>PROPOSAL: Proposed drop kerb outside the front of the property to create off-street parking. Town and Country Planning Act. LOCATION: Sherborne Villa, Bridge Street, Bampton</p> <p>NO OBJECTION</p>

<p><u>054/2023</u></p>	<p>Finance and Accounts for Payments:</p>		
<ul style="list-style-type: none"> The following payments were approved in accordance with the budget: 			
<p>Joanne Broughton</p>	<p>Expenses – Plant and card for Diana Alcock, Land Registry fees, First Aid Kit for TOSCC</p>	<p>£69.43</p>	
<p>OALC</p>	<p>Year-End & Audit training course for Joanne Broughton</p>	<p>£36.00</p>	
<p>OALC</p>	<p>Membership for 2023-2024</p>	<p>£639.01</p>	
<p>A.K. Timms & Sons Ltd</p>	<p>Padlock and keys</p>	<p>£52.04</p>	
<p>Gareth Pursey</p>	<p>Christmas lights installation and removal</p>	<p>£1,104.00</p>	
<p>H&OB Building Ltd</p>	<p>Deposit for Post Office WC works</p>	<p>£1,199.64</p>	
<p>Chris Smith</p>	<p>Cemetery upkeep</p>	<p>£65.00</p>	
<p>123 Connect Limited</p>	<p>Minibuilder CMS & Domain</p>	<p>£246.00</p>	

	HMRC	PAYE	£1,961.40
<u>055/2023</u>	<u>Allotment Report:</u> A report was sent out prior to the meeting and no resolutions were made.		
<u>056/2023</u>	<u>Town Hall Report:</u> Nothing to report apart from Post Office works already in hand. <ul style="list-style-type: none"> • Barriers outside Town Hall are now on OCC's work schedule. • Speak to OCC tree officer. 		
<u>057/2023</u>	<u>The Old School Community Centre Report:</u> No report was given and no resolutions were made.		
<u>058/2023</u>	<u>Cemetery Report:</u> Nothing to report.		
<u>059/2023</u>	<u>Highways, Trees, Footpaths and Floods Report:</u> A report was sent out prior to the meeting and the following resolutions were made: <ul style="list-style-type: none"> • Agreed request for tree survey which will come out of next year's budget. This will be properly mapped. • Speedwatch now operating again and will look at including New Road. • Agreed to rename this report Highways, Trees, Footpaths and Floods. 		
<u>060/2023</u>	<u>Mercury Play Park Report:</u> Nothing to report and no resolutions were made. Noted that grant form will be completed when Cllr R Smith is available.		
<u>061/2023</u>	<u>Lengthsman Report:</u> A report was given at the meeting and no resolutions were made.		
<u>062/2023</u>	<u>Committee Meeting Updates:</u> No updates.		
<u>063/2023</u>	<u>Correspondence:</u> <ul style="list-style-type: none"> • Letter from Ian Broadbridge received 09/02/23 regarding cleanliness outside The Talbot. Write and inform The Talbot that we've received a letter of complaint. Clerk to speak to Cllr P Smith regarding road sweeper. • Email from Laurence Lemoine received 03/03/23 regarding dangerous parking at the corner of New Road and Southby. Clerk has responded that this is a Police matter and PCSO Alex Griffith is dealing with this. 		
<u>064/2023</u>	<u>Essential Village Matters:</u> None.		

With no further business to discuss the meeting finished at 8.45pm

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

The next meeting is Wednesday 12th April 2023