

**BAMPTON PARISH COUNCIL**  
**MINUTES OF COUNCIL MEETING ON 9<sup>th</sup> OCTOBER 2019 AT 8PM IN THE TOWN**  
**HALL**

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

197/2019 Apologies for absence: Cllrs D Bamber, H Rainey, County & District Councillor Ted Fenton.

198/2019 Variation of order of business: None.

199/2019 Declarations of interest: None.

200/2019 District & County Councillors' Reports:

COUNTY COUNCIL: No report was given.

DISTRICT COUNCIL: Taylor Wimpey have agreed to change the Mt Owen Road housing development sign to read 'Bampton Meadows'; the reserved matters on the planning application are still to be decided; South Oxon local plan may have implications with certain agreements with West Oxon District Council; housing needs project in Carterton; a cycling champion has been appointed to promote cycling.

201/2019 Confirmation of minutes: The minutes of the meeting held on 11<sup>th</sup> September 2019 were signed as a true record.

202/2019 Actions update: See attached list.

203/2019 Public participation: None.

204/2019 Notices of planning decisions: Emailed to councillors but not discussed at this meeting.

205/2019 Planning applications:

19/02482/FUL Deadline 11 Oct	Extension to existing cattery units to provide additional 6 new pens/units. <b>4 The Houses Aston Road</b> <b>No objections</b>
19/02639/S73	Non-compliance of planning application 18/03152/FUL. <b>Land north of Little Place, Lavender Square.</b> <b>We object on the grounds that the boundary walls should remain in natural stone.</b>

206/2019 Finance and Accounts for Payment:

The following payments were approved in accordance with the budget:

Recreation Ground	Grant 2 <sup>nd</sup> instalment	£11,000 PAID
Recreation Ground	Transfer of funds from closure of Rec HSBC account 71224646 that was paid into PC account by cheque on 5 <sup>th</sup> August 2019.	£13,224.92
Gareth Pursey	Repairs to Mercury Play Park	£423.03
Diocese of Oxford	Allotment rent	£32.50
Wychwood Gardener	Gardening at Old School Community Centre	£188
Ubico	Empty dog bins Bowling Green and Sandfords	£245.20
WODC	Cemetery waste 1-10-19 to 31-3-20 £257.92 minus credit note £19.84 for suspension of service over Xmas.	£238.08
HMRC	Paye/NI Q2	£1245.93
Timms	Lengthsman equipment	£25.62
Margaret L Johnsons	Printer ink	£34.60
Moore	External audit of accounts 2018-19	£480
Morelock	Unsuitable for coaches sign and fittings. <b>Proforma invoice PAID prior to the meeting, as it was previously agreed at September parish council meeting</b>	£76.80 PAID

207/2019 Finance: An update on the bank balances and account closures and transfers was given. All HSBC accounts have now been closed.

208/2019 Application for a 3<sup>rd</sup> corporate multi-pay card: It was RESOLVED to request a 3<sup>rd</sup> corporate multi-pay card for £2000 in the name of Jacky Allinson. The application form was filled in and signed according to our mandate.

209/2018 Unity bank savings account: The paperwork was signed for opening a Unity Trust banks savings account linked to our Unity current account, to be used for ring fenced money and holding the allotment plot deposits.

210/2019 External audit: The external audit report and certificate from Moore for financial year 18-19 was received. Clerk to scan copy for website.

211/2019 Mercury Court Playing Field Report: A report was sent prior to meeting and no resolutions were made.

212/2019 The Old School Community Centre (TOSCC) Report: A report was sent prior to meeting and no resolutions were made.

213/2019 Cemetery report: Two quotes have been received for installation of water supply; we are looking for a third quote before a decision can be made at the next meeting.

214/2019 Allotment report: A report was sent out prior to the meeting and no resolutions were made.

215/2019 Town Hall report: A report was sent out prior to the meeting and the following resolutions were made: £230 for replacement glass in the post office window was approved.

216/2019 Highways, Flooding & Trees update: A report was sent out prior to the meeting and no resolutions were made.

217/2019 IT committee update: The first stage of the email transition plan to office 365 was outlined.

- 218/2019 Correspondence: Emails received have all been included under other headings on the agenda, where appropriate.
- 219/2019 Report on village matters (received after agenda was set):
- It was agreed to grant Cllr Douglas Bamber a leave of absence due to personal circumstances.
  - Cllr Foster agreed to sit on the Finance and General purpose meeting while Cllr Bamber is absent.
- 220/2019 Review the upcoming end of the Old School Community Centre lease: It was decided to discuss this at the January meeting once more information has been gathered.
- 221/2019 Grant application from West Ox Arts: A grant of £650 was agreed.
- 222/2019 Risk register: The adoption of the latest review of risk register was deferred until next month's meeting.
- 223/2019 Blue Cedar Homes Project Community Fund 'Tannery Gardens': The parish council have been asked to advertise "www.bluecedarhomes.co.uk/community\_fund" as the website address to apply for the funding available.
- 224/2019 Public Arts committee: An update was given on the use of the section 106 money from Cala Homes for public art. Various ideas are being researched, then a shortlist will be drawn up and Sarah Levette from West Oxon District Council will advise on the next steps to take.
- 225/2019 Christmas Lights Event: An update will be given at the next meeting. Clerk to order Xmas tree (size to be confirmed by Xmas committee) .
- 226/2019 Grant to Bampton Opera: A grant of £750 was agreed.
- 227/2019 Emergency Response Plan update: A date has been set of Saturday 11<sup>th</sup> January for the table top exercise. Doctors, school, & care home representatives to be invited to join in.
- 228/2019 Parish Council office: It was agreed in principal to move the clerk's office to the Town Hall. HR committee to come up with a detailed plan and costings for approval by full council.
- 229/2019 Expenditure required for lengthsman's duties: It was agreed to get cards printed to hand out to residents with specific contact information for both the Parish Council and the Recreation Ground Charity. The lengthsman is no longer going to maintain the church green triangle, as this is not a parish council area.

With no further business to discuss the meeting finished at 10.05pm.

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

#### ACTIONS

ITEM	ACTION TAKEN/UPDATE	NAME	BY DATE
Post Office WC	Apply for listed building consent	JA	On going
Speeding data	Despite several applications to the PCSO for this data it has not been forthcoming.	JA	On going
S 106 funding	Find out where this has been spent	SH, SM	On going
Neighbourhood Action Plan	Further research	JA, RM	On going
Email migration plan	Set date & complete migration	SH	On going
Cemetery reserved stones	Stones have been ordered. Once delivered arrange placement.	Clerk, HR JA	Sept
Tourist management	Chris Jackson of WODC agreed to come for walkaround, no response was received so will keep chasing	PS	On going

Risk register	Review ready for sign off in Nov	All	Nov
Christmas Tree	Place order once committee have decided size	Clerk	Oct
Blue Cedar Homes fund	Advertise web address	DC	Nov
ERP	Complete organisation of table top exercise	RS	Nov
Move office	Make plan and get quotes	HR cttee	Nov
Business cards	Order	PS	Nov