

**BAMPTON PARISH COUNCIL**  
**MINUTES OF PARISH COUNCIL MEETING**  
**ON 9th OCTOBER 2024 AT 8PM**

PRESENT: Cllrs J Allinson (in the chair), R Smith, D Clarke, A Cutler, G Attar (left 8.20pm), A Ogg, P Foster, S McLaren  
 IN ATTENDANCE: C Street (Clerk), District Cllr A Smith.

207/2024	<u>Apologies for absence:</u> The following apologies were accepted : County Cllr T Fenton, District Cllr A Wray.																
208/2024	<u>Resignation:</u> The resignation of Steve Radband was noted.																
209/2024	<u>Variation of order of business:</u> None																
210/2024	<u>Declarations of interest:</u> None																
211/2024	<u>County and District Councillors' reports &amp; questions:</u> <u>County Council:</u> No report given <u>District Council:</u> <ul style="list-style-type: none"> <li>• District Councillor Surgery was held in Bampton Library - proposed to hold next one on 29th October.</li> <li>• Consultation on revised National Planning Policy Framework - WODC has submitted a detailed response to the Government's consultation.</li> <li>• Concerns About Housing Delivery</li> <li>• Urgent Need to Address Climate and Infrastructure Concerns</li> <li>• An opportunity to do more for food security and green industries</li> <li>• Winter Fuel Payments and Cost of Living Crisis</li> <li>• Household Support Fund; Discretionary Housing Payment (DHP) Fund; Council Tax Support for Low-Income Residents; pension credit. For available funding see West Oxfordshire District Council website.</li> <li>• New waste vehicles, including narrow access vehicles, have been bought.</li> <li>• Long term empty property strategy and second home premium.</li> <li>• The Paddocks investigations are on-going.</li> <li>• New houses infrastructure issues.</li> </ul>																
212/2024	<u>Confirmation of minutes:</u> The minutes of the meeting held on 11 <sup>th</sup> September 2024 were signed as a true record.																
213/2024	<u>Actions Update:</u> See attached list for outstanding actions from previous meeting/s.																
214/2024	<u>Public participation:</u> None																
215/2024	<u>Planning applications:</u>																
	24/02020/HHD 10 Oct deadline agreed	Demolition of existing conservatory, erection of single storey rear extension and associated works at 15 Talbot Fields. NO OBJECTION															
216/2024	<u>Finance and Accounts for Payments:</u> The following payments were approved in accordance with the budget: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Moore</td> <td style="width: 40%;">External audit</td> <td style="width: 30%; text-align: right;">£756</td> </tr> <tr> <td>WOA</td> <td>Annual contribution towards the electricity for running the clock for 24-25</td> <td style="text-align: right;">£25</td> </tr> <tr> <td>D Tipton</td> <td>Oven service at TOSCC</td> <td style="text-align: right;">£156 PAID</td> </tr> <tr> <td>WODC</td> <td>Litter/dog bin emptying 1/10/24-31/03/25</td> <td style="text-align: right;">£1828.01</td> </tr> <tr> <td>WODC</td> <td>Cemetery bin collection</td> <td style="text-align: right;">£338</td> </tr> </table>		Moore	External audit	£756	WOA	Annual contribution towards the electricity for running the clock for 24-25	£25	D Tipton	Oven service at TOSCC	£156 PAID	WODC	Litter/dog bin emptying 1/10/24-31/03/25	£1828.01	WODC	Cemetery bin collection	£338
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HMRC	PAYE/NI Q2 (agreed to set up DD)	£1602.24
Mick's Skips	Skip for TOSCC	£276
Oxford Diocesan Board of Finance	Allotment rent half year	£32.50
Rec Ground	2 <sup>nd</sup> half of grant 24-25	£15,000
AK Timms	Water butts for cemetery	£175.27
ML Johnson	Cemetery map print AO	£3.60
Chris Smith	Mowing	£1824

The following pre-paid debit card transactions were approved:

Post Office	Stationery	£4.99
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The following direct debits and standing orders were noted:

CASTLE WATER 18.66 GBP, 7.31 GBP; LLOYDS BANK CORPOR 104.12 GBP; VODAFONE LTD 42.08 GBP; YU Energy Retail L 185.58 GBP; Staff Costs 4134.99; Bampton Rec Ground 35.88 GBP; West Oxon DC 308.00 GBP, 96.00 GBP, 62.00 GBP

217/2024	<u>External audit</u> – The audit report for 23-24 was received and comments were noted and diarised to be addressed for the following audit.
218/2024	<u>Internal auditor</u> – two quotes were received; it was agreed to wait for more quotes that have been requested before making a decision.
219/2024	<u>Allotments:</u> <ul style="list-style-type: none"> <li>All the renewals offers have been sent out and the payments are coming in.</li> <li>Allotment plot availability will be advertised shortly.</li> </ul>
220/2024	<u>Town Hall:</u> It was noted that we will need to budget for re-roofing the Town Hall next financial year.
221/2024	<u>The Old School Community Centre:</u> Nothing to report.
222/2024	<u>Cemetery:</u> Water butts have been fitted. Two more overflow water butts agreed.
223/2024	<u>Highways, Trees, Footpaths and Floods:</u> <ul style="list-style-type: none"> <li>20mph Signs: The quote has been sent to OCC - once approved the installation can go ahead.</li> <li>Smiley Face Signs: The cost of another sign to put on one our existing posts would be £4671 net and the Councillor Priority fund may contribute half if sufficient funds remain. The closing date for submissions is 30th November. AGREED in principal to pay half, if we can get funding from the Priority Fund.</li> <li>Trees: Two quotations have been received for the pollarding of the War Memorial trees. AGREED to accept the lower quote of £1480.</li> <li>The routine 18 monthly tree survey is due this autumn. A quote of £995 net has been received which is the same price as last time and covers the PC and Rec Ground trees. AGREED</li> <li>The London Plane tree which is on the green in front of the church needs a small amount of crown lifting. Although this tree does not belong to the PC as we do not own the land, we did do this work last time it was needed. AGREED to get quotes.</li> <li>Floods: In spite of the very heavy rainfall in September, I have received no reports of property flooding even as the level almost reached 1.76 metres which is the highest since the gauge was installed. The level quickly returned to normal.</li> </ul>
224/2024	<ul style="list-style-type: none"> <li><u>Mercury Play Park:</u></li> <li>Broken gate reported at Mercury Park has now been fixed.</li> <li>Bouncy Horse play equipment still to be replaced in Mercury Park</li> </ul>
225/2024	<u>Lengthsman update:</u> <ul style="list-style-type: none"> <li>The planters in the market square have been prepped ready for the winter flowers to go in.</li> </ul>

	<ul style="list-style-type: none"> <li>Weed spraying was carried out on the sand bunker and Old School Community Centre.</li> </ul>
226/2024	<p><u>Committee meeting updates:</u></p> <ul style="list-style-type: none"> <li>Finance &amp; General Purposes Committee (F&amp;GP) met and quarter 2 budgets are all on track. It was agreed by full council for F&amp;GP to finalise, then adopt the NALC Model Financial Regulations.</li> <li>HR Committee is aware of new sexual harassment legislation and is working towards presenting the required policy for adoption at the next meeting.</li> </ul>
227/2024	<p><u>Correspondence:</u> Thank you letter from the Bush Club; request for grant from St Mary's Church (item 234/2024)</p>
228/2024	<p><u>Essential village matters (received after agenda was set):</u></p> <ul style="list-style-type: none"> <li>It was agreed to accept Cllr Ted Fenton's offer to arrange a meeting with Matthew Barber, Police and Crime commissioner.</li> <li>Complaint received about Keep Clear marking on road in Church View. This was approved and implemented by the County Council Highways and paid for by the resident so is not a parish council responsibility.</li> </ul>
229/2024	<p><u>Recreation Ground Development Project update:</u></p> <ul style="list-style-type: none"> <li>Further to receipt of planning consent for the project the design team are instructed to prepare a development programme and fee flow for all consultants to include for taking the project to receipt of tenders and satisfying planning conditions for a notional start on site in April/May 2025. The project will be priced in packages to allow phasing of delivery based on available funding. The full detail of this will be issued ahead of the November meeting .</li> <li>Preliminary costs to be issued to all councillors via email within next 7 days for approval, as ideally work needs to be started before the next meeting.</li> <li>The Northern land, Community Orchard and storage containers are being progressed as direct works by the Parish Council.</li> </ul>
230/2024	<p><u>Dignity at Work Policy:</u> This was reviewed and adopted.</p>
231/2024	<p><u>Code of conduct :</u> This was reviewed and adopted.</p>
232/2024	<p><u>Grass cutting tender:</u> Preliminary discussions took place.</p>
233/2024	<p><u>WODC Polling District and Polling Places Review 2024:</u> Bampton is unaffected so we will not be commenting.</p>
234/2024	<p><u>Request for grant from St Mary's Church:</u> Agreed £1000.</p>

The meeting closed at 9.40pm. The next meeting is Wednesday 13<sup>th</sup> November 2024.

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

**ACTIONS FROM PREVIOUS MEETING/S:**

Arts Committee S106 request form & committee meeting. ON GOING	JA/AC
Taylor Wimpey re. village entrance planters. ON GOING.	SM
Online cemetery map to be checked. ON GOING as is weather dependant.	JA Clerk
Share/re-post FB post for ERP volunteers	AC
Cemetery Rules and Regulations. ON GOING	Clerk JA
Electric charging points enquiries. ON GOING	GA
FB post re town twinning	JA

Shingle to be laid on footpaths now.	Lengthsman
Risk Register review. ON GOING	All/Clerk/JA
Taylor Wimpey noticeboard at Bampton Meadows. ON GOING	Clerk
Contact management company at Cala Homes to install noticeboard	PF

NEW ACTIONS FROM THIS MEETING:

Finalise, then adopt the NALC Model Financial Regulations.	F&GP
Sexual Harassment policy	HR
Grass Cutting tender	DC