

BAMPTON PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING ON 9th NOVEMBER 2022 AT 7.00pm

PRESENT: Cllrs J Allinson (Chair), R Smith (Vice-Chair), S Homer, D Clarke, S Radband, A Wray, P Smith, P Foster, County and District Cllr T Fenton, District Cllr A Smith

IN ATTENDANCE: J Broughton (Clerk)

231/2022	<u>Apologies for absence:</u> Cllrs S McLaren, D Lloyd.	
232/2022	<u>Variation of order of business:</u> None.	
233/2022	<u>Declarations of interest:</u> None.	
234/2022	<p><u>County and District Councillors' reports and questions:</u></p> <p>County Council</p> <ul style="list-style-type: none"> • Botley road will be closed from 9th January 2023 for one year to upgrade railway station. • Traffic filters may be delayed until work on Botley road is finished. • Cllr T Fenton will find out where the buses are going to drop people off while Botley road is closed. • Awaiting application from Cllr S McLaren for contribution towards VAS sign solar panel from the Councillor Priority Fund. • Cllr T Fenton passed on information regarding social housing. Priority is given to size of house required and those most in need, not based on where people currently live. • Discussion regarding Bampton Remembrance Service. <p>District Council:</p> <ul style="list-style-type: none"> • Waterways day is 18th November and lots of events will be going on. • Updated figures for 5 year land supply should be available in the next week. Local Plan is being worked on. • Discussion surrounding inconsistency of WODC in dealing with serious issues at The Paddocks including foul sewerage. Cllr A Smith spoke to Planning Committee but was told there are not enough resources. He will follow up with senior officers to request more funding. • Cllr T Fenton will write to MP Robert Courts and request help with issues at The Paddocks. Cllrs T Fenton and A Smith will work together to speak to the new person in charge of enforcement. • Ubico waste contract is coming up for renewal. • Cllr P Smith asked Cllr A Smith if WODC and Thames Water will look at retrospective matters, such as planning that has already been passed where the capacity issues have not been properly addressed, prior to approval of further developments. 	
235/2022	<u>Confirmation of minutes:</u> The minutes of the meeting held on 12 th October 2022 were signed as a true record.	
236/2022	<u>Actions update:</u>	
	116/2022	S106 form to be completed for Arts Committee.
	109/2022	Obtaining quotes from builders to install a WC in Post Office.

	147/2022	Produce case study of recent Freedom of Information request in order to agree procedure for dealing with future enquiries. Clerk to arrange meeting with Cllr P Smith.	Clerk JA PS DC
	105/2022	Amendments to insurance policy to be agreed. Send dates out to see when people are available for another meeting. Obtain quotes from alternative brokers ready for end of January 2023.	
	133/2022	Financial regulations to be reviewed and then ratified at December meeting.	
	133/2022	Prepaid cards - Increase Clerk's limit on Parish Council card to £1,000. Request Recreation Ground card for Clerk with limit of £1,000.	
	137/2022	Meet to consider noticeboard for cemetery to include litter and bench notices and advise Clerk.	
	137/2022	Provide details for Clerk to check if permission was given for two benches.	
	123/2022	Cllr T Fenton to chase James Wright again regarding request for triangular sign warning of people crossing the road.	
	143/2022	Cllr S Homer suggested purchasing graphics for council responsibilities and will liaise with IT Committee.	
	159/2022	Two evicted tenants deposits to be transferred to allotment account.	
	160/2022	In process of re-applying for planning permission regarding new signs for West Ox Arts.	
	161/2022	Send letter giving notice to existing window cleaners.	
	165/2022	Quote for £750 accepted for works to Ampney Orchard ditch. Cost could increase in line with work required and it was agreed to allow up to £1,000.	
	198/2022	Cllr J Allinson emailed with no response yet regarding lodging objection to Notice of Landowner Deposit.	
	180/2022	Increases in debit card limits approved. Chairman £2,000, Vice-Chairman £2,000 and F&GP Chairman £2,000. Cards to be ordered.	
	186/2022	F&GP to look at S106 money for playground surface.	
	189/2022	Discussion report on 20mph Survey to be published on new Parish Council website once reviewed by full council.	
	190/2022	Consider email from Mr Parker regarding damage to buildings from lorries. Clerk to forward email to Cllr J Allinson.	
	212/2022	Scribe are investigating if purchase order template can be amended to allow more characters so that our terms and conditions can be included. Send email to F&GP.	
	225/2022	Agreed to sign up to Civility and Respect Pledge requested by NALC.	
	222/2022	Cllr J Allinson has not received a response and will chase regarding revised bin emptying charges for 2022-23.	
	218/2022	Chase Playgroundworks for start date to timber repairs at Mercury Close Park.	
	220/2022	IT to send out form for Councillors to complete about what equipment they use to access the PC system.	
237/2022	Public participation: Two members of the public attended.		
238/2022	Planning applications:		
	22/02841/HHD DEADLINE: 11/11/22	PROPOSAL: Conversion of garage to create additional living space. Town and Country Planning Act. LOCATION: 14 Shergold Road, Bampton OBJECTION Objection on grounds of parking, in an area where there is insufficient alternative parking available. The	

	applicant's form is incorrect as this proposal will clearly result in a loss of parking.
22/02827/HHD DEADLINE: 10/11/22	PROPOSAL: Alterations to include erection of single storey front and rear extensions, two storey in-fill extension and first floor extension above existing garage and utility room to create additional living space together with an additional dormer window in existing rear elevation. Town and Country Planning Act. LOCATION: 89 New Road, Bampton. NO OBJECTION
22/02843/HHD DEADLINE: 10/11/22	PROPOSAL: Erection of single storey extension to replace existing conservatory. Town and Country Planning Act. LOCATION: 75 New Road, Bampton NO OBJECTION
22/02662/HHD DEADLINE: 14/11/22	PROPOSAL: Installation of flue on west (side) elevation of property to serve wood burning stove. Town and Country Planning Act. LOCATION: 16 Giles Place, Bampton NO OBJECTION
22/02738/FUL DEADLINE: 25/11/22	PROPOSAL: Installation of an Equine Training Area / Manege (retrospective). Town and Country Planning Act. LOCATION: Land At Cobfield, Aston Road, Bampton. NO OBJECTION

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Finance and Accounts for Payment:

- The following payments were approved in accordance with the budget:

The Cotswold Group Limited	Tree work at Chetwynd Mead.	£780.00
Pyrotec Services Ltd	Fire alarm and emergency lights maintenance contract 1/11/22-31/10/23 at The Old School Community Centre.	£450.00
Pyrotec Services Ltd	Emergency lights maintenance contract 1/11/22-31/10/23 at the Town Hall.	£148.80
Wiring Solutions Group Limited	Replace lights at The Old School Community Centre.	£672.00
Margaret L Johnson Limited	Printing of Fireman's long service certificate	£2.40
Wiring Solutions Group Limited	5 year electrical inspection of Town Hall	£405.00
Chris Smith	Grass cutting October 2022	£1,706.00
Recreation Ground	Quarter 3 grant payment	£7,500.00
Recreation Ground	Development subsidy	£20,000
Diana Alcock	Plants for Market Square tubs	£72.26
Cllr J Allinson	Boiler purchased from Amazon for mulled wine making (Total cost £99.96 with half to be reimbursed to Cllr J Allinson from Bampton Opera)	£49.98
Cllr J Allinson	Framing of Fireman's certificate by Nick Thorpe	£30.00
Jenny Chaundy	Printing for warm space hub	£121.30
PASS Ltd	Proforma invoice for calibration of PAT testing machine	£89.40

	NetWise UK	Website hosting, support & maintenance 8/12/22-7/12/23	£528.00	
	One Stop Promotions Ltd	Ukraine flag	£48.67	
	J Wright Plumbing and Heating	Repair kitchen tap at TOSCC	£90.00	
	<ul style="list-style-type: none"> The following pre-paid debit card transactions were approved: 			
	Microsoft	Licences	£33.84	
	Microsoft	Licences	-£27.16	
	B&Q	Paint for Recreation Ground (to be reimbursed)	£125.00	
	Ability Systems	Laptop Repair	£100.00	
240/2022	<u>Budget & Precept request for 2023-2024:</u> Budget and precept request agreed. To be put forward to District Council.			
241/2022	<u>Recreation Ground Development Subsidy:</u> It was agreed to give the Recreation Ground a Development Subsidy of £20,000.			
242/2022	<u>Donation request from APCAM:</u> <ul style="list-style-type: none"> It was agreed to give a donation of £50. Cllrs S Homer and A Wray to work on a grant strategy for the Parish Council. 			
243/2022	<u>Allotment report:</u> Nothing to report.			
244/2022	<u>Town Hall report:</u> A report was sent prior to the meeting and no resolutions were made.			
245/2022	<u>Old School Community Centre (TOSCC) report:</u> A report was sent prior to the meeting and no resolutions were made.			
246/2022	<u>Cemetery report:</u> A report was given at the meeting and the following resolutions were made. <ul style="list-style-type: none"> Check condition of war graves sign to ascertain if we need a new one. Check if possible to repair fencing that was accidentally damaged by a member of the public. 			
247/2022	<u>Highways, footpaths and tree report:</u> A report was sent prior to the meeting and no resolutions were made.			
248/2022	<u>Mercury Play Park:</u> A report was given at the meeting and the following resolution was made. <ul style="list-style-type: none"> Check fencing that was taken down by homeowner has been left in a safe state. 			
249/2022	<u>Lengthsman report:</u> No report was given.			
250/2022	<u>Committee meeting updates:</u> <u>IT:</u> <ul style="list-style-type: none"> Leaving BT and implementing new website are moving forwards. Agreed to continue paying Microsoft monthly as it isn't cheaper to pay annually. Monthly invoices don't need to be on minutes going forward. <u>F&GP:</u> <ul style="list-style-type: none"> Supplier invoices will now be saved on Sharepoint by supplier name. <u>HR:</u>			

	<ul style="list-style-type: none"> The following policies have been reviewed/implemented by HR and approved by Council - Dignity at work, Equality & Diversity, Complaints, Grievance & Disciplinary. The Lengthsman's role has now been filled. Training pack to be set up for all Councillors. <p><u>Christmas Committee:</u></p> <ul style="list-style-type: none"> SPAJERS will allow us to use their gazebos if we let them use Town Hall for shirt race next year.
251/2022	<p><u>Parish council social media communications:</u></p> <ul style="list-style-type: none"> Facebook postings to include Christmas Fair and two road closures – Mill Green and Buckland Road.
252/2022	<p><u>Correspondence:</u></p> <ul style="list-style-type: none"> Email from Corrina Tanner received 17/10/22 - Request to drop kerb by bridge at Ampney Orchard. Request has been made to OCC. Clerk to ask Cllr S McLaren to chase this up and highlight that it's urgent. Email from Taylor Wimpey received 26/10/22 – Request for update regarding planning permission for planters at entrance to village. Clerk to ask Cllr S McLaren to look into this. Email from Andrew Earnshaw received 18/10/22 – Enquiry regarding traffic in Bampton. Council have tried but cannot get pedestrian crossings. Clerk to draft response and send to Cllr J Allison for approval.
253/2022	<u>Report on essential village matters (received after agenda was set):</u> None.
254/2022	Standing orders were suspended at 10.12pm.
255/2022	<u>Review RPC allocations:</u> Allocations were reviewed.
256/2022	<u>Emergency Response Plan:</u> Agreed this should be updated
257/2022	<u>Co-Option for Councillor vacancy:</u> Agreed to advertise on new website and Town Hall noticeboard but not Facebook.
258/2022	<u>Private and confidential HR update:</u> A report was given.

With no further business to discuss the meeting finished at 10.35pm.

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

The next meeting is Wednesday 14th December 2022