

BAMPTON PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING ON 14TH DECEMBER 2022 AT 7.55pm

PRESENT: Cllrs J Allinson (Chair), S McLaren, P Smith, A Wray

IN ATTENDANCE: J Broughton (Clerk)

259/2022	<u>Apologies for absence:</u> Cllrs P Foster, S Radband, S Homer, D Lloyd, R Smith, District Councillor A Smith																								
260/2022	<u>Variation of order of business:</u> None.																								
261/2022	<u>Declarations of interest:</u> None.																								
262/2022	<p><u>County and District Councillors' reports and questions:</u></p> <p>County Council:</p> <ul style="list-style-type: none"> • Water flowing into road from property at Weald. • Botley Road closure now delayed. • WODC considering making pavement licences free of charge but businesses must comply with regulations. <p>District Council:</p> <ul style="list-style-type: none"> • A report was emailed from District Councillor A Smith. 																								
263/2022	<u>Confirmation of minutes:</u> The minutes of the meeting held on 9 th November 2022 were signed as a true record.																								
264/2022	<p><u>Actions update:</u></p> <table border="1"> <tr> <td>116/2022</td> <td>S106 form to be completed for Arts Committee.</td> </tr> <tr> <td>109/2022</td> <td>Obtaining quotes from builders to install a WC in Post Office. Cllrs R Smith, S Radband and the Clerk are obtaining quotes.</td> </tr> <tr> <td>105/2022</td> <td>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.</td> </tr> <tr> <td>133/2022</td> <td>Financial regulations to be reviewed and then ratified at January meeting.</td> </tr> <tr> <td>133/2022</td> <td>Prepaid cards - Increase Clerk's limit on Parish Council card to £1,000. Request Recreation Ground card for Clerk with limit of £1,000.</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>137/2022</td> <td>Provide details for Clerk to check if permission was given for two benches.</td> </tr> <tr> <td>123/2022</td> <td>Cllr T Fenton to chase James Wright again regarding request for triangular sign warning of people crossing the road.</td> </tr> <tr> <td>143/2022</td> <td>Cllr S Homer suggested purchasing graphics for council responsibilities and will liaise with IT Committee.</td> </tr> <tr> <td>159/2022</td> <td>Two evicted tenants deposits to be transferred to allotment account. Clerk to look into what has been done historically.</td> </tr> <tr> <td>160/2022</td> <td>In process of re-applying for planning permission regarding new signs for West Ox Arts.</td> </tr> <tr> <td>165/2022</td> <td>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.</td> </tr> </table>	116/2022	S106 form to be completed for Arts Committee.	109/2022	Obtaining quotes from builders to install a WC in Post Office. Cllrs R Smith, S Radband and the Clerk are obtaining quotes.	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 January 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. Clerk to look into what has been done historically.	160/2022	In process of re-applying for planning permission regarding new signs for West Ox Arts.	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.
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	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.	
	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 investigating if PO template can be amended to allow more characters so that our terms and conditions can be included. Send email to F&GP.	
	222/2022	Cllr J Allinson to arrange meeting regarding revised bin emptying charges for 2022-23.	
	220/2022	IT to send out form for Councillors to complete about what equipment they use to access the PC system. Clerk to chase Cllr P Foster.	
	242/2022	Cllrs S Homer and A Wray to work on a grant strategy for the Parish Council, up to end of financial year.	
	234/2022	Cllr T Fenton will find out where the buses are going to drop people off while Botley road is closed.	
	246/2022	Check if possible to repair fencing that was accidentally damaged by a member of the public.	
	257/2022	Agreed to advertise Councillor vacancy on new website and Town Hall noticeboard but not Facebook.	
	250/2022	Training and induction pack to be set up for all Councillors for new financial year.	
	252/2022	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.	
	252/2022	Email from Andrew Earnshaw received 18/10/22 – Enquiry regarding traffic in Bampton. Council have tried but cannot get pedestrian crossings. Cllr J Allinson will add to draft response and send off this week.	
	256/2022	Emergency Response Plan requires urgent update to all procedures.	
	234/2022	Follow up with senior officers to request more funding for dealing with serious issues at The Paddocks.	
	234/2022	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.	
265/2022	<u>Public participation:</u> Two members of the public attended.		
266/2022	<u>Planning applications:</u>		
	22/02990/FUL EXTENDED DEADLINE: 15/12/22	PROPOSAL: Installation of a Horse Walker. Town and Country Planning Act. LOCATION: Land At Cobfield, Aston Road, Bampton. NO OBJECTION	
	22/03112/LBC & 22/02954/HHD EXTENDED DEADLINE: 15/12/22	PROPOSAL: Internal and external alterations to replace existing lean-to kitchen roof and erection of single-storey rear extension. Planning (Listed Building and Conservation Areas) Act and Town and Country Planning Act. LOCATION: 2 Church View, Bampton. NO OBJECTION.	
	21/03761/FUL	PROPOSAL: Amended application.	

RE-CONSULTATION DEADLINE: 21/12/22	LOCATION: Calais Farm Building, Buckland Road, Bampton. OBJECTION Objecting on grounds that comments submitted in response to original application have not been addressed.
21/03758/FUL RE-CONSULTATION DEADLINE: 21/12/22	PROPOSAL: Amended application. LOCATION: Calais Farm Building, Buckland Road, Bampton. OBJECTION Objecting on grounds that comments submitted in response to original application have not been addressed.

267/2022

Finance and Accounts for Payment:

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

Oxfordshire County Council	TOSCC back rent for period 01/09/21-31/08/22 and current quarterly rent to 25/12/22.	£3,750.00
The Wychwood Gardener	TOSCC gardening services September.	£140.00
The Wychwood Gardener	Town Hall gardening services November.	£115.00
Sutcliffe Play (South West) Limited	Saddle Seat for Mercury Park.	£122.78
Property Care (Complete Maintenance) Ltd	Town Hall asbestos removal and roofing costs.	£2,818.72 -
Securipol Security Services Ltd	Intruder alarm maintenance and batteries.	£91.20
Stuart Ranson	Christmas tree for Market Square	£190.00
Wiring Solutions Group Limited	Replaced broken fuse spur in Town Hall meeting room.	£30.00
Wiring Solutions Group Limited	Changed light on entrance hall.	£156.00
Royal British Legion	Poppy wreath donation	£50.00
Joanne Broughton	Expenses – Stamps, Batteries, Diary for Louise	£37.75
Ann Setch	Expenses – Hoover and cleaning products	£96.20
Jacky Allinson	Expenses – Rolls for Xmas Fair	£34.65
Philip Foster	Expenses – Xmas Fair posters, Santa outfit	£141.45
Margaret L Johnson Limited	Ink cartridges, paperclips, paper	£145.80
Margaret L Johnson Limited	Paperclips	-£8.15
A.K. Timms and Sons Ltd	Play bark	£288.00
AJ Mitchell Window Cleaning Services Ltd	TOSCC window cleaning	£140.00
Chris Smith	November grass cutting	£1,706.00
Ambassador	TOSCC carpet cleaning	£150.00
Playgroundworks Ltd	Mercury Close Play Park maintenance	£414.00
12Pay Ltd	Payroll Software	£154.00
Chris Smith	Collect & spread play bark at Mercury Park	£50.00

	<ul style="list-style-type: none"> The following pre-paid debit card transactions were approved:
268/2022	<u>Approval of completed WODC Precept 2023/24 form:</u> Now we have tax base we no longer need to draw down £10k. Leave at £157,815. Tax rise lower than amount agreed last month, very small increase and don't need to draw down reserves. Send to District Council.
269/2022	<u>Allotment report:</u> Nothing to report.
270/2022	<u>Town Hall report:</u> A report was sent prior to the meeting and no resolutions were made.
271/2022	<u>Old School Community Centre (TOSCC) report:</u> A report was sent prior to the meeting and no resolutions were made.
272/2022	<u>Cemetery report:</u> No report.
273/2022	<u>Highways, footpaths and tree report:</u> A report was sent prior to the meeting and the following resolutions were made. <ul style="list-style-type: none"> £814 agreed for solar power system for VAS sign.
274/2022	<u>Mercury Play Park:</u> No report.
275/2022	<u>Lengthsman report:</u> A verbal report was given. Clerk to put schedule of work onto Sharepoint and any additional work must go through Line Manager, Cllr A Wray.
276/2022	<u>Committee meeting updates:</u> <u>IT:</u> <ul style="list-style-type: none"> Website to go live by end of next week. Send to councillors first. <u>HR:</u> <ul style="list-style-type: none"> No outstanding IT issues. Information management review to be carried out. Recreation Ground Manager's IT Training has been discussed. Staff appraisals have been completed. Look into PAT testing for Ann. Send reminders to staff about remaining leave to take.
277/2022	<u>Parish council social media communications:</u> No updates.
278/2022	<u>Correspondence:</u> <ul style="list-style-type: none"> Email from Simon Tofts at Blue Cedar - received 30/11/22. Notification that planning application has been submitted for 6 retirement bungalows on land to the South of Aston Road. Email from Hannah Bourne-Taylor, Enstone Parish Councillor - received 05/12/22. Petition for Swifts and 3 other cavity nesting birds facing national extinction. Not something we can support at present time but we will take this into consideration with future planning projects. Email from David Rogers - received 06/12/22. Request for help in publicising proposal for Botley West Solar Farm. Not something we can support at present time. Email from Gemma Tindsley at Community First Oxfordshire – received 08/12/22. Request for help with a volunteering project which requires completing and promoting a survey. Clerk to complete.
279/2022	<u>Report on essential village matters (received after agenda was set):</u> None.

280/2022	<u>Bampton Library:</u> Changing to Community Library and will continue with current opening hours. Currently recruiting volunteers to run it and it was suggested they have 16 volunteers and a rota. Going forward will be part of Community Hub. Cllr A Wray volunteered to be involved.
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With no further business to discuss the meeting finished at 9pm.

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

The next meeting is Wednesday 11th January 2023