

BAMPTON PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING ON July 2023 at 7.00pm

PRESENT: Cllrs J Allison, R Smith, S Homer, S McLaren, C Foley, A Wray, P Foster (part meeting)
 IN ATTENDANCE: J Broughton (Clerk), County Cllr T Fenton, District Cllr A Smith

119/2023	<u>Apologies for absence:</u> Cllr S Radband	
120/2023	<u>Variation of order of business:</u> None	
121/2023	<u>Declarations of interest:</u> None	
122/2023	<p><u>County and District Councillors reports & questions:</u> Reports were given at the meeting with the main points being:</p> <p><u>District Council</u></p> <ul style="list-style-type: none"> • Thames Water Cllr A Smith has had no meeting since 12th June. • Flood Prevention Group – Upgrade to Bampton Sewage Treatment works has been brought forward and should be completed by 2025. Flood zone classification – still being discussed. • Planning – Local Plan process continuing. • WODC Service Performance Report – Missed collections of bins was being followed up by a new UBICO Operations Manager. Fly tipping incidents have increased. • The Paddocks – A Project Manager has been appointed AS keeps pushing for more involvement <p><u>County Council</u></p> <ul style="list-style-type: none"> • Street lighting – Project to replace street lights with LEDS should be complete by next year. If on all day this can be reported on FixMyStreet. • Cllr T Fenton asked during the meeting if a parish councillor would like to do a walkabout with him to reassess street furniture in the village such as bus stops, street signs and posts. • Cllr T Fenton asked to follow up on uneven paving and tree in Market place. • Cllr T Fenton has now been given his Councillor’s Priority fund for 2023/2024 and he asked for applications. 	
123/2023	<u>Confirmation of minutes:</u> The minutes of the meeting held on 14 th June 2023 were signed as a true record.	
	<u>Actions Update:</u> All the following appear to be outstanding:	
	116/2022	S106 form to be completed for Arts Committee. Chair will call a meeting of the Arts Committee to progress this. JA
	133/2022	Financial regulations have been reviewed. No further action until receipt of prepaid cards JA
	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. Clerk

	137/2022	Cllrs S Radband and J Allinson met to consider noticeboard for cemetery. Quote received but too expensive.	SR
	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 via email with request for a meeting	SM
	242/2022	Grant strategy circulated to councillors for comments some time ago for discussion at July meeting will be put on agenda for September meeting.	SH AW
	252/2022	Taylor Wimpey village entrance planters - request update regarding planning permission for planters.	SM
	256/2022	Emergency Response Plan requires urgent update to all procedures. Councillors have been asked to update their details	SH
	039/2023	Bampton Exhibition Foundation – Post to go on social media to advise that funding is available, copy from Cllr P Foster.	SH
	034/2023	Cemetery: <ul style="list-style-type: none"> • Speak to stonemason regarding error on cemetery plaque. • Online cemetery mapping finished. Names to be checked on site. 	JA SR Clerk
	040/2023	BZN Airspace Change Proposal (ACP) – Face to face meeting with RAF requested. No response.	JA
	060/2023	Complete S106 form for Mercury Park once updated quote received.	Clerk, CF
	085/2023	Coronation Bench – Order two benches online.	JA
	113/2023	Councillor photos for new website to be taken by James Wildman.	PF
124/2023	Public participation: None		
125/2023	Planning applications:		
	23/01772/HHD DEADLINE: 27/07/23	PROPOSAL: Erection of a porch, single storey rear extension, two storey side extension and first floor front extension. Addition of roof lights. Town and Country Planning Act. LOCATION: Rainbow Farm, Buckland Road, Bampton NO OBJECTION Comment: As this is in flood zone 3 we would like particular attention paid to any flood zone mitigation measures.	
	23/01540/HHD EXTENDED DEADLINE: 13/07/23	PROPOSAL: Removal of existing dormers from West elevation and replace with larger rendered dormer to provide greater headroom in two bedrooms. Town and Country Planning Act. LOCATION: Coopers Lodge, Aston Road, Bampton	

		NO OBJECTION																																								
126/2023	<p>Finance and Accounts for Payments:</p> <ul style="list-style-type: none"> The following payments were approved in accordance with the budget: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>SA Tool and Plant Hire</td> <td>Strimmer and Leaf Blower</td> <td style="text-align: right;">£478.88</td> </tr> <tr> <td>Alex Booty</td> <td>Cutting footpaths</td> <td style="text-align: right;">£347.50</td> </tr> <tr> <td>Chris Smith</td> <td>June grass cutting</td> <td style="text-align: right;">£1736.00</td> </tr> <tr> <td>Future Tree Services</td> <td>Removal of tree branch in Cemetery</td> <td style="text-align: right;">£375.00</td> </tr> <tr> <td>OALC</td> <td>Data Protection Course for Cllr Wray</td> <td style="text-align: right;">£36.00</td> </tr> <tr> <td>OALC</td> <td>Data Protection Course for Cllr A Wray</td> <td style="text-align: right;">£36.00</td> </tr> <tr> <td>OALC</td> <td>Data Protection and FOI Course for Clerk</td> <td style="text-align: right;">£72.00</td> </tr> <tr> <td>OALC</td> <td>Data Protection and FOI Course for Cllr P Foster</td> <td style="text-align: right;">£36.00</td> </tr> <tr> <td>OALC</td> <td>Data Protection and FOI Course for Cllrs S Homer and C Foley</td> <td style="text-align: right;">£72.00</td> </tr> <tr> <td>Pyrotec</td> <td>Replace optical smoke detectors at TOSCC</td> <td style="text-align: right;">£85.20</td> </tr> <tr> <td>Starboard Systems t//a Scribe</td> <td>Annual Subscription for accounts software</td> <td style="text-align: right;">£933.12</td> </tr> <tr> <td>Lewes Home and Garden</td> <td>Removal of 2 shrubs at TOSCC</td> <td style="text-align: right;">£150.00</td> </tr> <tr> <td>Oxfordshire CC</td> <td>TOSCC quarterly rent</td> <td style="text-align: right;">£750.00</td> </tr> </table> <ul style="list-style-type: none"> The following pre-paid debit card transactions were approved: None 	SA Tool and Plant Hire	Strimmer and Leaf Blower	£478.88	Alex Booty	Cutting footpaths	£347.50	Chris Smith	June grass cutting	£1736.00	Future Tree Services	Removal of tree branch in Cemetery	£375.00	OALC	Data Protection Course for Cllr Wray	£36.00	OALC	Data Protection Course for Cllr A Wray	£36.00	OALC	Data Protection and FOI Course for Clerk	£72.00	OALC	Data Protection and FOI Course for Cllr P Foster	£36.00	OALC	Data Protection and FOI Course for Cllrs S Homer and C Foley	£72.00	Pyrotec	Replace optical smoke detectors at TOSCC	£85.20	Starboard Systems t//a Scribe	Annual Subscription for accounts software	£933.12	Lewes Home and Garden	Removal of 2 shrubs at TOSCC	£150.00	Oxfordshire CC	TOSCC quarterly rent	£750.00		
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127/2023	<p><u>S106 Funds:</u> The first tranche of funds from Planning app. 13/1465/P/O of £39889 is available until 12/01/24. Funds have been applied and received for the toilet in the Town Hall. Application is to be submitted for improvements to Mercury Play Park. A further £11k commitment is required this year for the balance of funds. Projects for this money to be agreed at the September meeting. A further tranche for the same amount is available until 6/12/24. Agreed that F&GP monitor the applications and funds for Section 106 funds.</p>																																									
128/2023	<p><u>Councillor Priority Fund:</u> County Cllr T Fenton has been allocated his priority fund for 2023 and 2024.</p>																																									
129/2023	<p><u>Allotment Report:</u> A report was sent out prior to the meeting and no resolutions were made. Inspections done.</p>																																									
130/2023	<p><u>Town Hall Report:</u> No report.</p>		SR																																							
131/2023	<p><u>The Old School Community Centre Report:</u> A report was sent out prior to the meeting. A new gardener is required. Facilities Manager to follow up.</p>		RS																																							
132/2023	<p><u>Cemetery Report:</u> No report. Storm damaged tree branch has been removed.</p>																																									

133/2023	<u>Highways, Trees, Footpaths and Floods Report</u> : A report was sent out prior to the meeting and no resolutions were made. <ul style="list-style-type: none"> • Hoping to fit VAS signs in Oct. • Trees – Pembroke Park Ash not ours. Landells not us to maintain, it's theirs. Mercury Close not ours so she needs to deal with it herself. Not our responsibility not our land. • Street sweeper – Market Square 18th July. 7-8am. 	
134/2023	<u>Mercury Play Park Report</u> : A report was given at the meeting and no resolutions were made. Cllr Foley to make an S106 application for improvements.	CF SR
135/2023	<u>Lengthsman Report</u> : A report was given at the meeting.	
136/2023	<u>Committee Meeting Updates</u> : No Committee meeting updates.	
137/2023	<u>Social Media Communications</u> : Advertise for Parish Councillors	SH
142/2023	<u>Correspondence</u> : <u>1.Christine Payne</u> In response to correspondence about the state of the pavement close to the Town Hall it was agreed that the lengthsman should clean the mosaics. OCC are responsible for the pavement and this has been reported to them on many occasions. Cllr T Fenton has been asked to follow up on this matter. <u>2. Post Box to Heaven</u> No objection in principle but Bampton Parish Council would not take any responsibility for the installation, maintenance or emptying of the box. Any data protection situations would need to be clarified.	AW Clerk Clerk
143/2023	<u>Report on essential village matters (received after agenda was set)</u> : <ul style="list-style-type: none"> • Coaches – Clerk had received report of coaches parking outside Co-op and other points in the Village centre on double yellow lines. Drivers had behaved aggressively when asked to move. Photos are to be sent to the Bampton Archive who liaise with visiting coach parties. Item to be included on September agenda. 	
144/2023	<u>Committees/Working Parties</u> : Due to shortage of councillors present it was agreed to review these at July meeting. It was suggested that some committees are amalgamated. Sept agenda.	

The clerk and Cllr Homer left the meeting.

Confidential file note. A discussion was held and a decision made about a confidential staffing matter and members of the public were excluded under Section 100 (A) (4) of the Local Government Act 1972 during this discussion.

Standing Orders were suspended at 9.55pm and the meeting closed at 10.20pm

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

The next meeting is Wednesday 13 September 2023.