

BAMPTON PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING ON 14th June 2023 at 7.00pm

PRESENT: Cllrs R Smith (Chair), S Homer, S Radband, A Wray
 IN ATTENDANCE: J Broughton (Clerk), County Cllr T Fenton, District Cllr A Smith

117/2023	<u>Death of former Chairman:</u> The council stood for a minute's silence in memory of David Hawkins, a former Chairman and Councillor for Bampton Parish Council. We send our condolences to his family.	
118/2023	<u>Councillor Resignation:</u> The council was informed that Darren Lloyd has resigned as a councillor from Bampton Parish Council.	
119/2023	<u>Apologies for absence:</u> Cllrs J Allinson, S McLaren, P Foster, C Foley	
120/2023	<u>Variation of order of business:</u> None	
121/2023	<u>Declarations of interest:</u> Recreation Ground planning application – As we are Trustees of the Recreation Ground we will not be commenting on this application during the meeting.	
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 meeting held on 12th June. Rolling out smart metering schemes which should make improvements to sewage issues. • Flood Prevention Group – Upgrade to Bampton Sewage Treatment works has been brought forward and should be completed by 2025. • Redesignation of zoning in Ducklington – WODC and EA will produce a joint letter to make house-buyers aware of risks. • Planning – Local Plan process continuing. • The Paddocks – On agenda for Lowlands Planning Sub-Committee on 19th June. Will now be tackled operationally. Leak has now been repaired. <p><u>County Council</u></p> <ul style="list-style-type: none"> • Proposal to move out of County Hall and into Speedwell House. • Low traffic Neighbourhoods in Cowley – Possibly delaying ambulances which may not be resolved by using cameras rather than bollards. Survey open until 20th July. • Street lighting – Project to replace street lights with LEDS. 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. 	
123/2023	<u>Confirmation of minutes:</u> The minutes of the meeting held on 10 th May 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. JA
	133/2022	Financial regulations to be reviewed and then ratified at meeting following 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. Obtain quote.	JA 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 meeting request and photos of the road.	JA
	242/2022	Grant strategy circulated to councillors for comments. For further discussion at July 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.	SH
	276/2022	Chase Cllr P Foster for update on new website.	Clerk
	039/2023	Bampton Exhibition Foundation – Post to go on social media to advise that funding is available. Chase for update 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 almost finished. Names to be checked. • Check with IT about Parish Online. 	JA SR Clerk Clerk
	040/2023	BZN Airspace Chance Proposal (ACP) – Face to face meeting with RAF requested.	JA
	060/2023	Complete S106 form for Mercury Park once updated quote received.	Clerk
	085/2023	Coronation Bench – Clerk to check if this has been ordered and raise PO.	JA Clerk
	079/2023	Obtain updated quotes for replacing all bark with rubber for Mercury Park and request timescale for work.	Clerk
	113/2023	Councillor photos for new website to be taken by James Wildman. It was noted that unauthorised log in attempts have been made to the parish council IT system.	PF IT
	115/2023	Email from Nicky Paris at Volunteer Link Up received 19/04/23 - Good Neighbour Schemes Questionnaire. Email from Ruth Swift at Volunteer Link Up received 06/05/23 - Invitation to 40 th Anniversary Celebration of Volunteer Link Up. Cllr J Allinson to respond.	JA JA
124/2023	<u>Public participation:</u> None		
125/2023	<u>Planning applications:</u>		

	<p>23/01181/HHD EXTENDED DEADLINE: 15/06/23</p>	<p>PROPOSAL: Erection of a single storey rear extension. Town and Country Planning Act. LOCATION: Rose Cottage, Primrose Lane, Weald.</p> <p>NO OBJECTION</p>
	<p>23/01157/HHD DEADLINE: 26/06/23</p>	<p>PROPOSAL: Proposed loft conversion with rear gable build up and front velux rooflights. Town and Country Planning Act. LOCATION: Lansleigh, Bridge Street, Bampton.</p> <p>NO OBJECTION</p>
	<p>23/00917/FUL EXTENDED DEADLINE: 15/06/23</p>	<p>PROPOSAL: Alterations and conversion of part of existing garaging to create garden office. Town and Country Planning Act. LOCATION: 23 Ampney Orchard, Bampton.</p> <p>OBJECTION Objection in principle that a garage should be converted into office space in an area where parking is already difficult.</p>
	<p>23/01158/HHD DEADLINE: 29/06/23</p>	<p>PROPOSAL: Erection of two storey side and front extension, single storey rear extension and external timber wall cladding. Town and Country Planning Act. LOCATION: 9 Bushey Row, Bampton.</p> <p>NO OBJECTION</p>
	<p>23/01106/FUL DEADLINE: 06/06/23</p>	<p>PROPOSAL: Works to improve, enlarge and formalise the car park to cater for 100 cars with provision of disabled parking bays, mini-bus parking, covered cycle stands and alterations to access off Buckland Road. Creation of additional tennis court, a replacement MUGA, improved skate board facility and provision of a play area with recreational facilities together with associated landscaping works and external lighting to serve tennis courts and MUGA. Construction of 3 steel storage containers and change of use for two further fields from agricultural to recreation use. Town and Country Planning Act. LOCATION: The Pavilion, Buckland Road, Bampton.</p> <p>No comments as this application was submitted by Bampton Parish Council as Trustees of the Recreation Ground.</p>

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: 		
	Joanne Broughton	Expenses – First Aid training course	£31.20
	The Wychwood Gardener	May gardening services at TOSCC	£102.00
	The Wychwood Gardener	June gardening services at TOSCC	£69.00
	ASA Landscape Architects	Services for rec ground redevelopment	£540.00
	Chris Smith	May grass cutting	£1,706.00
	Gartec Ltd	Town Hall lift service	£504.00

	Shilton Accounting Services	Internal audit for y/e March 2023 and VAT advice	£366.00	
	Rupert Goody Plants Ltd	Flowers for war memorial tubs	£88.96	
	Medlar	Tree Survey	£1,110.00	
	OALC	Councillor Fundamentals course for Chris Foley	£60.00	
	Steve Radband	Barrels for war memorial	£75.00 PAID	
	BHIB Insurance	PC Insurance	£6,677.80 PAID	
	ASA Landscape Architects	Services for rec ground redevelopment	£1,009.50 PAID	
	Margaret Johnson	First aid supplies	£35.94	
	Gutterclear	Gutter clearing at TOSCC	£360.00	
	Gutterclear	Gutter clearing at Town Hall	£360.00	
	H&OB Building Ltd	Final invoice for WC in Post Office	£5,759.40	
	F.G. Alden Limited	Annual service agreement	£1,483.20	
	OALC	Training via Breakthrough Communications	£180.00	
	HB Waste Collection Service	Green waste collection from Town Hall	£25.00	
	<ul style="list-style-type: none"> The following pre-paid debit card transactions were approved: 			
	Amazon	Coronation badges for litter pickers	£39.90	
127/2023	<u>Allotment Report:</u> A report was sent out prior to the meeting and no resolutions were made. Tenants have been notified that plot inspections will be carried out soon.			
128/2023	<u>Town Hall Report:</u> A report was given at the meeting and the following resolution was made: Market Square paving still awaiting repair by OCC, raised with Cllr T Fenton during meeting. Write to tree officer at Medlar for advice regarding tree roots causing damage.			Clerk
129/2023	<u>The Old School Community Centre Report:</u> A report was sent out prior to the meeting and the following resolution was made: A new gardener is required. Facilities Manager to speak to a contact who may be interested. Other suggestions for a gardener were made and will be followed up.			RS
130/2023	<u>Cemetery Report:</u> A report was given at the meeting and the following resolution was made: Part of a tree came down in the recent storm. Quote from Pete Boys for £375 approved and PO to be sent.			Clerk
131/2023	<u>Highways, Trees, Footpaths and Floods Report:</u> A report was sent out prior to the meeting and no resolutions were made.			
132/2023	<u>Mercury Play Park Report:</u> A report was given at the meeting and no resolutions were made. Await timescale for rubber matting works before making a decision on whether to order extra bark.			
133/2023	<u>Lengthsman Report:</u> A report was given at the meeting and the following resolution was made: The council have received several complaints regarding overgrown footpaths. Cllr T Fenton advised that OCC are responsible for metalled footpaths and the Parish Council are liable for			Clerk

	gravel footpaths. Following a discussion it was agreed to obtain clarification in writing on who is responsible for clearing footpaths and cleaning signs. It was noted that overhanging vegetation is the responsibility of householders.	
134/2023	<u>Committee Meeting Updates</u> : No Committee meetings.	
135/2023	<u>Social Media Communications</u> : None arising from this meeting.	
136/2023	<u>Correspondence</u> : Email from Andy Earnshaw received 30/05/23 regarding data/feedback on 20mph zones – Respond that we don't hold this data but that Speedwatch may be able to help. The Parish Council work with WODC and OCC regarding the safety of highways and we are happy for him to share his ideas with us.	Clerk
137/2023	<u>Report on essential village matters (received after agenda was set)</u> : <ul style="list-style-type: none"> • Planning application for Recreation Ground - Biodiversity people have raised comments which the Recreation Ground Development Committee will follow up and answer. • Question asked regarding consultation for Recreation Ground Development. This was carried out pre-covid but the Development Committee are hoping to hold a presentation later this year. 	
138/2023	<u>Internal Audit</u> : The internal audit 2022-23 was reviewed by the councillors and approved.	
139/2023	<u>Annual Governance Statement</u> : The annual governance statement 2022-23 was reviewed by the councillors and signed.	
140/2023	<u>Accounting Statements</u> : The accounting statements for 2022-23 were reviewed by the councillors and signed.	
141/2023	<u>OALC Executive Committee</u> : Cllr S Homer was interested in nominating himself to join this committee, however it required endorsement at a parish council meeting and due to timescales this was not possible.	
142/2023	<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.	

With no further business to discuss the meeting finished at 9pm.

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

The next meeting is Wednesday 12th July 2023.