

BAMPTON TOWN COUNCIL

Draft Minutes of the Meeting of Bampton Town Council
In the Albert Fowler Room, The Riverside Hall, on Tuesday 5th July, 2011 at 6.30pm
Ann Guilfoyle Town Clerk **Tuesday, 12 July 2011**

MR.MIKE HATCHER spoke about a joint proposal with the PCC and BTC at the Millennium Green

PUBLIC SESSION Three members of the public attended.

Mr. Steve Leigh, DCC Highways outlined the restructuring of DCC Highways and answered Councillors' Questions.

DCC COUNCILLOR Polly Colthorpe announced details of the budgets for Capital Projects and County Committee and encouraged councillors to take part in the Consultation on Waste Management.

MEETING OF THE TOWN COUNCIL

Item 1 – Members Present – Cllrs. Jo Frost, Les Hartley (Chairman) Celia Hicks, Kate Millen, Lucie Moore (Vice Chairman) Steve Russell, David Simper Francis Stoner and John Wescott. Ann Guilfoyle Town Clerk

Item 2 – Apologies – Cllr. Ray Stanley, PCSO Martin Stephens

Item 3 – Declarations of interest – Cllr. Hicks – Item 13 (i)

Item 4 – Minutes of the Meeting held on 7th June, 2011

Approved

Item 5 – Matters arising from these Minutes not covered elsewhere

a) Reg Kingdon Remembrance Seat – memorial plaque being fitted

b) Riverside Hall Lock Up – Cllr. Russell & Millen to produce a brief prior to obtaining quotes for repair work

c) New Burial Ground – Cllr. Moore awaits reply to her approach to the owner of possible site

d) Clean Zones project- MDDC staff and equipment were initially noted in Bampton but have not been evident since.

e) Salt/grit bins in Newton Square – it was reported that a bin had been placed by the telephone box in Newton Square encroaching on the planter and appearing unsightly in the conservation area. In response to a resident's e-mail, it was pointed out that the grit bin in Newton Court was on adopted highway.

It was agreed to transfer the maps produced by Cllrs. Hartley and Moore, showing sitings of bins to a larger scale document before submitting to MDDC and DCC.

Item 6 – Planning

a) Application No.11/00859/FULL Replacement Porch, Myrtle Cottage Shillingford. No objection

b) Decisions – noted

c) Consultation on the Issues & Options for the Development Management plan. Cllr. Hartley thanked Cllrs. Simper, Millen and Hicks for the hard work put into their submission on the council's behalf. He commented that it was important for an eye to be kept on the progress of this plan.

Item 7 - Finance

a) Cheques for payment

586	Cove Garden Nursery (Floral Refund)	202.06
587	Ken White Signs (RK Memorial Plaque)	78.00
588	RAS (Bampton Photos)	50.00
589	E.Holland Repair of plough	54.99
590	PFG Fabrication (Fencing playground)	1636.80
591	Spot on Supplies (RH Refund)	96.13
592	Filmbank (RH Refund)	111.60
593	Filmbank (RH Refund)	111.60
594	N Carder	27.00
595	Clerk Salary & Expenses	842.45
596	M.Morgan (Toilets June)	300.00*
597	MJF Contractors (Grass June)	394.63*

*invoices submitted after Agenda published

b) Receipts and Payments for June

Balance brought forward 38051.95

Receipts

Car Park Receipts	710.37
Riverside Hall Refund	<u>341.49</u>
	<u>1051.86</u>

39103.81

Payments

Community First Insurance	643.73
MDDC Rates	100.22
R.White (BF Tolls lease)	100.00
DPFA Training	35.00
R. Evans (Auditor)	25.00
D.McCarthy (Filmbank – RH Refund)	94.80
MDDC Skip Hire	625.00
E.Holland (Bench Repair)	75.52
K & S Fire Protection (Ext.Service RH)	66.00

N.Carder (Hollett Gdn.May)		27.00	
MJF Contractors (Grass – May)		481.75	
Ken White Signs (Stage)		132.00	
M.Morgan (Toilets May)		310.00	
Clerk Salary & Expenses May		684.73	
Kalash (BF Tolls Grant)		<u>120.00</u>	<u>3520.75</u>
Balance carried forward			35583.06
c) Bank Balances	HSBC	35,583.06	
	Scottish Widows	15,862.44	

d) Key Fund Account – it was agreed to notify interested parties that the account which had been dormant since 2005 would be closed.

e) Insurance – BTC Assets and Valuations List – Cllrs. Hartley and Moore and the Clerk will review the current insurance cover and Cllr. Simper will review the asset valuations.

f) PAYE – The Clerk announced that as a result of changes in Inland Revenue rulings NI payments of approximately £42 per month must be paid by BTC as her employer, with effect from 5th April 2011

g) Financial statement – A statement of current expenditure and income and comparatives for 2010 was produced and it was agreed that each sub-committee should produce a budget for the year, to be updated monthly.

Item 8 – Reports from Committees and Sub-Committees

a) Riverside Hall/Joint Hall Steering Committee – Cllr. Hicks updated the position with her dealings with Bardon. Possible alternatives were discussed and it was agreed to investigate these further.

b) Millennium Green

QE11 Fields – It was agreed not to proceed with this matter

Pump House – Advice from Ashfords was discussed and it was agreed to inform the tenant that BTC would take possession on 20th July. Cllrs. Simper and Russell will inspect the site.

c) Station Road Playground

Safety Inspections – Terry Knagg will be asked to inspect the Playground and the Ball Park

Rubbish Bins – It was agreed to order another bin and to contact the Kebab Van operator.

d) Bampton Fair Working Group – planning for this year's fair was progressing satisfactorily

e) Emergency Planning

Salt Spreading Equipment – Equipment has been ordered and it was agreed to confirm with

Terry Knagg that he is willing to register as Snow Warden with DCC

f) Allotments

Lease for South Molton Rd. Plot. Colin Rowland delivered an amended lease which will be examined by Cllr. Moore

g) Bampton Floral Town – Cllr. Hicks expressed thanks to Humphrey Berridge and BACON for the contribution of £350. It was agreed to pay the waterers at the end of the summer.

Item 9 – Repair and Renovation of The Stage. Cllr. Hartley produced a rough plan for the Stage and invited councillors to submit their ideas by email to the Clerk so that a brief can be produced to obtain quotes for the work.

Item 10 – Station Road Car Park

Money Boxes – The Clerk reported that a Locksmith would be inspecting the damaged Money box to assess the repairs required together with suggestions to improve security.

Repairs to Drainage Channels and Retaining Stone Walls – Cllr. Moore will obtain quotes.

Public Toilets – Cllr. Russell to draw up a brief for improvements.

Parking Sign – Cllr. Hartley and the Clerk will inspect the site to determine whether a sign is needed.

Item 11 – BTC Owned Neglected Areas - Clerk to update list and circulate to councillors for inclusion in budget planning at the next meeting.

Item 12 – Review of Polling Places and Polling Stations – It was agreed that both polling stations were suitable.

Item 13 – Correspondence

Copy of reply to Open letter from Mr. Pitt

Copy of Email from Ashfords re Pump House

Copy of correspondence re rubbish bags being dumped in Newton Square

Copy of correspondence re lease of allotments at South Molton Rod

Email requesting Freedom of Information details

Parish Paths partnership newsletter

MDDC Acknowledgement of BTC's DMDPD Consultation submission

Item 14 – Items for Next Meeting – Toilets, Burial Ground, Insurance update, Stage, Car Park Money Boxes

BTC Neglected areas. Budgets.

Item 15 – Next Meeting – 2nd August

Meeting Closed 9.45 pm

Correspondence: Ann Guilfoyle, Town Clerk, telephone 01398 331335 or e-mail bamptontownclerk@hotmail.co.uk. Letters should be sent to 28 Brook Street, Bampton EX16 9LY

Distribution: All Members of Bampton Town Council PCSO Martin Stephens Cllr. Polly Colthorpe Bampton Post Office
Cllr. Ray Stanley Bawdens Bakers H.Berridge (Website) Bampton Library Bampton Noticeboard