

**Minutes of the meeting of Bampton Town Council held in St. Michael's Community Hall on Wednesday 1<sup>st</sup> July 2015 at 7pm.**

**Present:** Cllr. Pope (chairman), Cllr. Baker, Cllr. Tanner, Cllr. Hicks, Cllr. Edwards, Cllr. Wood, Cllr. Weston, 5 members of the public, District Cllr. Stanley, District Cllr. Moore, Penny Clapham, (locum clerk).

- 1) Apologies and Acceptance for Absence:** County Cllr. Colthorpe. Cllr. Leach.
- 2) Declarations Of Interest:** In accordance with the Code of Conduct, members are required to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at Mid Devon District Council within 28 days of the change. None declared.
- 3) Public Discussion –** To allow any questions, reports by members of the public on any matters relating to the agenda of this meeting. Representations can be made from our County Councillor, District Councillor and Community Police Officer. **The period of time designated for public participation shall not exceed 30 minutes. Standing Order c, d, e, page 3 refers.**

Mr. Woolley submitted a request from Petton Church to supply a letter of support for their bid for funding for the Church. Council will agenda this item for August. Shillingford solar farm, regarding the appeal being allowed. There are many conditions to be satisfied: could Bampton Town Council keep a close watch on this development. Debra Wielkopolska from Shillingford also commented on the solar farm. Discussion ensued regarding planning applications.

Mr. Woolley congratulated the locum clerk on the clarity of the minutes.

Shiela Howells reported that the Bouchier Close planning application has been delayed.

Janet Crabtree – LARCS (library) trustees expressed their gratitude to Council for endorsing the plans to relocate and thanked Council for the generous monetary pledge in writing demonstrating community support. There are now over 400 members of support group. The full report was read to Council.

Judy Thomas, trustee and secretary of the Heritage Visitor Centre issued an invitation to their first annual general meeting to be held on the 14<sup>th</sup> July in the church.

District Cllr. Andrew Moore, newly elected to Mid Devon District Council, introduced himself and wishes to be viewed as a bridge between people within the ward and the District Council.

District Cllr. Stanley: District Council are already looking at the budget for next year to find necessary savings. There is £700 + in section 106 monies at present available to Bampton. Council asked to support a proposal to use these monies towards the library/community centre instead of open spaces. Cllr. Woods requested information about the waste bin proposals.

**4) Minutes – to approve and sign the Minutes of the meetings held on the 3<sup>rd</sup> and 17<sup>th</sup> June 2015, (not to hand; to be approved at the next council meeting) and those of the Annual Parish Meeting held on the 17<sup>th</sup> June 2015.** The minutes of the 3<sup>rd</sup> June and those of the Annual Parish Meeting 17<sup>th</sup> June, having been previously circulated to all councillors prior to the meeting were signed by the Chairman as a true record. Proposed by Cllr. Edwards and seconded by Cllr. Baker.

**5) Chairman's Report** (for information only) Mrs. Richards who fell in Brook Street, is still traumatised by the fall. This area on the pavement is a trip hazard. Cllr. Stanley will contact Highways to initiate repairs.

Chairman has spoken to police regarding children playing on the top of the waste bins in the car park which are full again.

**6) Toilets** – to discuss cleaning contract. To agree to move forward on refurbishment of toilets.

The current cleaners do not have public liability insurance. Being self-employed these contractors need to be covered by their own insurance. The invoices are in future to be presented correctly. The contract needs to be reviewed. Cllr Edwards proposed that 2 members of the council meet with the contractor to discuss the cleaning contract in the short term. Seconded by Cllr. Pope. All agreed by show of hands. Cllr. Baker and Cllr. Wood.

Standing Orders suspended for Cllr Stanley to update council. Mid Devon District Council are passing the running of the toilets to Bampton Town Council fully in 2016, as they are. There could be some additional monies available to fund improvements. Cllr. Edwards proposed two councillors take a lead on this and work on a specification of improvements with Mid Devon. Cllr. Tanner and Cllr. Wood will take this on. Cllr. Edwards will also be involved. Seconded by Cllr. Hicks. All agreed by show of hands.

Standing Orders resumed.

Toilets will be an ongoing agenda item with monthly updates required.

**7) Financial Regulations** – to be discussed and adopted. Council resolved to adopt the financial regulations as read. Proposed by Cllr. Tanner, seconded by Cllr. Pope, all in favour by show of hands.

**8) Internal Control Statement** – Council resolved to adopt the Internal Control Statement circulated to all councillors prior to this meeting. Proposed by Cllr. Edwards, seconded by Cllr. Pope, all agreed by show of hands.

**9) Publication Scheme 2015** – Council resolved to adopt the Publication Scheme circulated to all councillors prior to this meeting. Proposed by Cllr. Edwards, seconded by Cllr. Pope, all agreed by show of hands.

**10) PLANNING:**

**Planning Applications** - Mid Devon District Council has asked for comments from the Town Council on the following planning applications:

- a) from June meeting 15/00796/FULL Proposed. Erection of single storey extension to rear, 26 Bouchier Close, Bampton.  
No objection.
- b) 15/00840/FULL Retention of single storey store/workshop, Autumn Cottage, 46A Brook Street, Bampton – result of site meeting.  
No objection.
- c) 15/00877/LBC Listed building consent for conversion of redundant function room/skittle alley to a flat, The Coach House, White Horse Mews, Fore Street, Bampton.  
No objection.

**Planning Decisions:**

- a) 15/00617/FULL Erection of a building R/o 14 Brook Street, Bampton  
**REFUSED**
- b) 15/00726/FULL Erection of dwelling with single storey extension to rear and link to garage Plot 4, School Close, Bampton  
**GRANTED**
- c) 15/00099/FULL Conversion of redundant farm building to dwelling, Higher Arthurs Hayne, Bampton  
**GRANTED**

- d) 15/00576/FULL Erection of detached garage, 33 Ashleigh Park, Bampton  
**GRANTED**
- e) 15/00670/FULL Change of use from Class A1 shop to Class C3 dwelling, Earth Gallery Flowers, Newton Square, Bampton  
**GRANTED**

### **Appeal Decisions**

- a) 14/01452/MFUL Solar energy facility at Quartley Farm, Bowdens Lane, Shillingford.  
**APPEAL ALLOWED & PLANNING PERMISSION GRANTED.**

### **11) FINANCE:**

<b>Expenditure:</b>	SW Water charge for Brook Street Nov 14-May 15 £169.51
	Bampton Business Group - £150.00
	Bampton Heritage & Visitor Centre flyer £100.00
	Parish meeting expenses Cllr. Hicks £30.09
	St. Michael's Community Hall-paving work £250.00 (already paid 17 <sup>th</sup> June)
	P. Clapham locum clerk expenses and costs 1-24 June £792.05
	MJF Contractors grass cuts June £652.00
	M. Morgan toilet cleans June £300.00
	N.Carder, Just the Job, grass cuts Hollett Garden June £33.00

**Council resolved to accept the accounts. Proposed by Cllr. Edwards, seconded by Cllr. Pope**

**12) Bank Reconciliation and Statement:** Not yet available.

**13) Internal Audit** – Not yet signed as further information has been requested by the auditor. Internal audit report received and is being actioned by the locum clerk.  
Acceptance of this report proposed by Cllr. Hicks, seconded by Cllr. Pope, all in favour by show of hands.

**14) Bampton Fair** - Tolls to be agreed and dispensed from Fair, 2014. Fair 2015 to be discussed.  
Cllr. Tanner declared an interest. Moved to August agenda for further discussion.

**15) Football Club** – No rental received by Council during 2014/15. To be reviewed and a rental agreed for 2015/16. Council requesting a contact within the club in order to supply an invoice. August agenda for review.

**16) VAT** – Clerk has written to HMRC regarding the over-claim of VAT: to be noted.

**17) Council Telephone line** – to agree cancellation of council telephone line as not required. Council resolved to agree to the cancellation. Chairman to action.

**18) Bampton Website** – email from Mr. Berridge to be discussed with reference to the Bampton website and the Council usage – also the quote from Visionict for the setting up of a specific Council website. After discussion Mr. Berridge's proposals for the website and the cost to Council to remain the same were agreed.

**19) Brackets for Xmas trees/hanging baskets** – Cllr. Wood reported a general lack of interest from some householders. Cllr. Tanner suggested Council should provide these brackets and the trees/lights. Cllr. Edwards proposed that Bampton Business Group be approached with an offer of £500 towards the cost of brackets, they to be responsible for erection of same and insurance. Seconded by Cllr. Pope. All in favour by show of hands.

**20) Walkway from Bouchier Close to Frog Street** – very overgrown. Council to discuss complaints received and how to keep this area clear. The area has now been cleared.

**21) Riverside Walk** – to discuss the sapling growth in and on the river parapet. There is a volunteer party in hand to deal with the saplings. Chairman action.

**MEETINGS ATTENDED:** no reports

**Items for Information**

The Council Hotmail account has been accessed by the Clerk, the password changed and a notice put on indicating closure of same in the new future.

The new email address of [clerk@bamptontowncouncil.gov.uk](mailto:clerk@bamptontowncouncil.gov.uk) is working well.

The next Council meeting is on Wednesday 5<sup>th</sup> August 2015 in the Riverside Hall, Bampton at 7.00pm.

Meeting closed 8.55pm

Signed.....

Date.....

Position.....

**Email circulations during the past month**

SLCC News

Visionict News

Devon Communities Together

Community News Roundup

Neighbourhood Plan information for Bishops Lydeard & Cothelstone parish council