

Minutes of the meeting of Bampton Town Council, held on Wednesday 6th July 2016 in the Community Hall, Bampton.

Present:- Cllr. Hicks (Chairman); Cllr. Edwards; Cllr. Baker; Cllr. Woods; Cllr. Leach; Cllr. Weston. 1 member of the public; Penny Clapham (Locum Clerk).

- 1) **Apologies and Acceptance for Absence:** District Cllr. Moore; Cllr. Tanner; Cllr. Pope.
- 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. Cllr. Edwards agenda item 9 (d).
- 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.**

Herbie Cleverly – Asked Council to contact SW highways for road warden scheme, agenda item for September.

4) Minutes – to approve and sign the Minutes of the meeting held on the 1st June 2016.

The minutes of the meeting of 1st June having been circulated to all councillors prior to this meeting were approved and signed by the Chairman as a true record.

- 5) **Chairman's Report** (for information only) - attended a chairmanship course at South Molton. On behalf of Council, thanks to Cllr. Mares and her team for her work with the flowers in the town and those who water the baskets. Thanks also to Pam Wincup for her care of Hollett Garden. Council wish to thank Herbie Cleverly and Janice for voluntary work weeding and tidying around the parish. Bin at Riverside Hall car park is damaged. Clerk to get in touch with litter collection for replacement bin. Council have received thanks from the Heritage Centre for the involvement in the Tivvy Bumper project.

6) Bampton Toilets –

- Update on building works to be received from Cllrs. Tanner & Leach. Building works progressing well. There is a need to decide on the internal colour scheme; ocean blue for the floor, sky blue for the walls are the suggested colours.
Cllr. Leach asked what would be inside each cubicle. Cllr. Tanner has the details. Cllr. Hicks requests Cllr. Tanner to circulate the specifications for the fittings to all councillors. The blue colour scheme proposed by Cllr. Leach seconded by Cllr. Baker, all agreed by show of hands.
- Cleaning the temporary toilets/payments to be agreed for Janice Caunter during toilets closure.
Cllr. Hicks proposed that J. Caunter is paid the same rate during the toilets closure, seconded by Cllr. Woods, all agreed by show of hands.
- Report to be received from Cllr. Edwards as to whether or not Council should take out a short term loan towards the cost of the refurbishments.
Contributions from Mid Devon Council received in kind, total approximately £6,000.
The Parochial Church Council are putting in a contribution of £3,000.
Cllr. Edwards reported on conversations held with the Director of Finance, Mid Devon Council. Mid Devon Council are prepared to lend a drawdown facility for 2 years of £20,000. Cllr. Edwards proposed the above arrangement, seconded by Cllr. Baker. 5 in favour, Cllr. Woods against, by show of hands. Motion carried.

7) **Budget update** – to receive figures for the first quarter and amend budget headings as necessary. Cllr. Hicks and the Clerk updated Council on income and expenditure to date.

8) **Bampton Fair** - £17.97 available from 2015 Fair for a good cause in the parish. Cllr. Hicks proposed this amount go to LARCS, seconded by Cllr. Weston. All in favour by show of hands.

Cllr. Edwards circulated the proposed governance document pertaining to Bampton Fair prior to this meeting. One of the issues outstanding, is the auditing of the accounts from the Fair Working Group. There is now a Fair Committee, with a Working Party to report to the Committee. The current banking arrangements with the Fair Group will need to be audited together with Council's other accounts.

Recommendations in the report (attached) were read to Council. In future the Working Party will report to the Bampton Fair Committee, who will meet formally approximately three times a year. On the Working Party there will be at least 2 councillors, currently Cllrs. Leach and Tanner. Four proposals having been read to Council, acceptance of the governance document was proposed by Cllr. Edwards, seconded by Cllr. Baker. All in favour by show of hands.

District Cllr. Stanley arrived at 7.44pm. His verbal report included the following:-

Mid Devon have signed a lease with Premier Inn for a hotel and car park. Devolution was discussed.

Suggestion of service sharing with other adjoining district councils. Council accounts have been approved.

Cllr. Baker asked again about the cost of the walling and replacement roadworks at Cove; this cost was in the region of £1.5 million.

9) PLANNING:

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

- a) To action any planning applications that arrive after this agenda has been published
- b) 16/00473/MARM revised drawings and additional information for erection of 26 dwellings adj to former school, Bampton
7 days notice for this application.
Emailed reply from Council on 20th June – Council wish to leave this to the planning authority to determine.
- c) 16/00820/FULL Erection of two storey garage/hobby room with gym, shower room and guest bedroom above, Mount Lodge, Bampton.
NO OBJECTION
- d) 16/01000/LBC Listed building consent for the conversion of existing cider barn to a kitchen with internal and external alterations, Court Grove, Brook Street, Bampton.
NO OBJECTION

Planning Decisions:

- a) 16/00695/HOUSE Erection of two-storey extension, 1 Bridge Terrace, Bampton
GRANTED
- b) 16/00708/FULL Replacement of rear lean-to with part single part two storey & oak framed extension, 3 Coles Cottages, Shillingford.
GRANTED

10) FINANCE: to end June 2016

Expenditure:	Locum Clerk's salary June 2016	£416.00	BACs
	PAYE Q1	£308.00	BACs
	Locum Clerk's expenses Q1	£297.99	BACs
	MDCC Old Toilets rates	£33.00	DD

MDCC Fair rates	£48.00	DD
J. Caunter toilet cleans	£300.00	BACs
IBIS UK Computer virus repair	£30.00	BACs
St. Michael's room hire inc. July	£42.00	BACs
MJF Contractors grass cuts	£720.00	BACs
C. Rowland allotment rent	£1.00	Cq 100
LARCS disbursement from Fair 2015	£17.97	Cq 101
Cllr. Woods office expenses	£5.44	Cq 102

Income:	Car parks	£1034.00
	Allotment rental received	£1.00
	Interest on deposit account	£30.92
	Interest on current account to 4 th June	£4.13

Council resolved to accept the receipts and payments account. All in favour by show of hands.

11) Bank Reconciliation and Statement: The Chairman had checked the invoices at the agenda meeting with the clerk. Reconciliation and bank statement circulated to all councillors at the meeting.

12) Amend bank signatories – Council to resolve to add Cllr. Hicks to the bank signatory list and to delete Cllr. Pope. Proposed by Cllr. Edwards seconded by Cllr. Baker. All in favour by show of hands.

13) TAP Fund – Bampton has a total of £1563.10 available in this fund. Deadline for applications in the first round is 30th September. Council resolved to apply for the TAP Fund to be used towards the refurbishment of the toilets. All in favour by show of hands.

14) Grant application – received from M. Browning for £500 for Xmas trees and brackets. Cllr. Hicks proposed that Mr. Browning seek the support of the Fair Working Party for this sum. Seconded by Cllr. Baker. All in favour by show of hands.

15) Proposed Five Year Plan – initial discussion and ideas to be put forward for consideration. Cllr. Edwards outlined some ideas, agenda in September.

16) Play areas – Cllr. Leach to report on any urgent actions needed for the play area. Most of the items are minor health and safety issues. The Millennium Green group will take on the issues listed for that area. Agenda for action in September. Councillors to read for action. Chairman thanked Cllrs. Wood and Weston for securing the new dog bin at Millennium Green.

17) Old toilets/lock-up – Cllr. Tanner with skip prices for the proposed clear-up operation. Three quotes supplied. Council resolved to accept the quote from Tivvy Skips at £160 including VAT. Proposed by Cllr. Hicks, seconded by Cllr. Baker, all in favour by show of hands. Chairman to contact Cllr. Tanner to arrange a date for the clear out.

18) Night Landing Plans for Devon Air Ambulance – Cllr. Hicks report emailed to Councillors prior to this meeting. Comments. The Football Club support this and are willing to help with fund-raising for the lights required. Cost from scratch would most likely be about £4,000 - could be raised from fund-raising. Cllr. Hicks proposed acceptance of the report seconded by Cllr. Edwards.

19) Emergency Plan – Cllr. Hicks to report on the cascade system currently in place. 20th July, 7pm meeting at the home of Cllr. Hicks to discuss the flood plan. Noted.

20) Terms of Reference for Council committees – initial discussion to take place. Cllr. Hicks requested that councillors on committees should look into this informally and report back in September.

21) Councillor Training – booked with Lesley Smith from DALC for the evening of 14th September at the Riverside Hall. Currently 4 attending from Bampton, 4 from Templeton and 1 from Morebath.

22) Risk Assessment: to consider and agree amendment to risk assessment, page 2 regarding car park cash. Nominated councillor is Cllr. Tanner, with the assistance of Mr. R. Evans. Council resolved to accept the amendment to the risk assessment.

23) Library & Resource Centre – thank you letter received from LARCS, read to Council. Council thanked District Council Stanley for all his help in this matter.

PART II

24) Council resolved to exclude the public, press and locum clerk from the meeting.

25) To discuss and agree a monthly salary for the locum clerk under the PAYE system. Council agreed a monthly salary should be paid in this financial year for the locum clerk's work.

EXTERNAL MEETINGS ATTENDED: reports from Councillors

Items for Information

NO MEETING IN AUGUST

The next Council meeting is on 7th September 2016 at 7.00pm in the Community Hall.

Email circulations during the past month

ICO News

Healthwatch Devon

Bus Station Exeter

Adoption of solar PV development plan by Mid Devon Council

DALC July News

Healthy People

Citizens Advice

Devon Funding News