

**Minutes of the Annual Town Council Meeting of Bampton Town Council.
Held on Tuesday May 6th 2014.**

1. Present were Cllrs Smith, Tanner, Baker, Gilmour, Pope and Pitt. Apologies from Cllr Ward. Cllr Weston was not present.
2. The minutes of the last annual meeting were agreed.
3. Cllr Smith said he would not make a full report as Chairman as he intended to do this at the Annual Town Meeting. However he noted that the Pump House was finished and the Millennium Green looked smart. He felt the need to adopt the Parish Plan although he also felt that this had already been agreed at a special meeting. He also felt that there were works to be done at the public toilets and the Rec. He offered his thanks to everyone who had helped with the various projects and particularly to those who were working with the Flood Group and the Snow and Ice group.
4. The Treasurer reported that over the year there had been a total income of £51,805 and an expenditure of £33,116. The accounts are given on a separate balance sheet. With reference to these figures it should be noted that:

Opening Balance £9,638.73.

An adjustment of £70 having been made to the Bank Statement balance due to Cheque No 101862 issued in September 2012 not being presented until April 2013. Thus not being relevant to this year's accounts. This cheque, however, should not have been paid by the Bank on the grounds of having been out of date.

Closing Balance.

An adjustment of £432.56 having been made in respect of issued cheques this year not having been presented.

Cheque No 915	2.56
No 933	10.00
No 934	<u>420.00</u>
	<u>432.56</u>

The Clerk advised the Council, according to information provided, of the need for an independent auditor without personal or professional links in the town, in the future Cllr Tanner thanked Cllr Baker for all his work on behalf of the Council and this was endorsed by Cllr Smith.

5. The election of the Chairman. Cllr Smith was proposed by Cllr Tanner seconded by Cllr Baker. Four in favour, with two abstaining from the vote.
6. The election of the Deputy Chairman. Cllr Tanner was proposed by Cllr Baker and seconded by Cllr Pope. Three in favour, one against, namely Cllr Pitt whose name is recorded here at the request of the Chairman and one abstaining.
7. The election of the Treasurer Cllr Baker proposed by Cllr Pope seconded by Cllr Tanner with all in favour.

Notes of the Public Forum.

Mr Alan Woolley wished to remind the meeting of his dissatisfaction with the minutes of 7th January 2014 which he felt did not record the acceptance of the Parish Plan. Also with regard to the minutes of the meeting of April 2014 and the reference to the fact that, in respect of the use of the marquees, no payment of £250 had been received for the hire of the marquees for his daughter's wedding or donation in lieu of a fee. Although the coconut matting had been loaned and then BTC were given the chance to buy it for £250, which they declined. He asked whether this was the feeling of the Councillors or just the draft minutes. Cllr Smith stated that it was a true record of the meeting and felt that as £1,600 had been paid previously for the hire of the matting a payment of £250 seemed reasonable. Mr Woolley had approached Cllr Smith and offered the use of the coconut matting at the Fair and Cllr Smith had agreed that it would be a good idea which would save BTC money in hiring some as tracking. He felt that Mr Woolley's donation would be the loan of the matting. Cllr Pitt advised Cllr Smith that the rental price was agreed whilst Cllr Smith was absent. Cllr Tanner felt it was a good deal for all concerned. Cllr Pitt noted that BTC had agreed not to buy coconut matting in 2013. Cllr Smith acknowledged that he had made this arrangement on behalf of the Council, whether he should have or not. Mr Woolley also felt he had agreed that the terms at a Fair Committee Meeting. Cllr Gilmour stated that the matter had been referred to the Monitoring Officer as the audit trail regarding the hire of the marquees told a different story. Cllr Gilmour stated that the request had only been made three weeks before the wedding. Mr Woolley stated that it was only approved at that meeting and she had problems with the facts, as it had been discussed with Cllr Smith and also with Councillors Stoner and Pope at the Fair Committee meeting.

Cllr Baker asked to read a letter from Mr and Mrs Polsford that he had been given as correspondence. They had requested a Stop sign at the end of Station Road adjacent to the play park. This would replace the Give Way sign that they felt people were failing to observe. Cllr Colthorpe asked for a copy of the letter. To be discussed at next month's meeting.

Mr Woolley suggested that, on reflection, he should give the Chairman the opportunity to remove the remark that he had objected to from the draft minutes when it came to agreeing them. Cllr Smith agreed to note this.

The Clerk advised the meeting that the Monitoring Officer for Mid Devon Council had asked to be supplied with a recording of each meeting of Bampton Town Council.

Draft Minutes of the Meeting of Bampton Town Council

Held on Tuesday 6th May 2014.

1. Present were Cllrs Smith, Tanner, Baker, Stoner, Weston, Pitt, Gilmour and Pope. Apologies received from Cllr Ward.
Cllrs Colthorpe and Stanley were also present.
2. There were no declarations of interest.
3. In respect of the notes of the previous Public Forum; Carol Mears and not Burns should have been mentioned.

In respect of draft minute 8i regarding the marquees. Cllr Smith wanted this minute removed, he thought it did not do the council any favours to see this sort of thing put into the minutes. The Clerk advised the Council that the minutes have to be a true record of the discussion that took place at the meeting. Cllr Smith was not willing to sign the minutes with this paragraph in. Cllr Gilmour said that the problem was highlighted by Mr Woolley's earlier statement regarding the arrangement and, that following Cllr Smith informing the meeting that he had made a private arrangement with Mr Woolley, she now knew she had not been in possession of the facts, Although the situation rather flew in the face of the Code of Conduct and the Nolan Principles which is why she had referred to the Monitoring Officer. Cllr Smith said that the matter had been referred to the Monitoring Officer and particularly referred to one email that had been sent to the Clerk from Mr Woolley, further to an enquiry regarding the financial donation, saying that he was of the opinion that the matter had been dealt with. This was dated 8th February 2014 and not at the time of the original minute. Cllr Smith persisted that he felt he had made a Gentleman's Agreement with Mr Woolley which he had the authority to make, the Clerk advised him he did not have that authority. Cllr Smith informed the meeting that he had been told by the Monitoring Officer in the preceding week that he had the authority to make immediate decisions if required and had two witnesses to the fact. It was agreed to ask the opinion of the Monitoring Officer. Cllr Stoner felt the paragraph should be removed until the Monitoring Officer had given her opinion, Cllr Pitt seconded this and Cllr Pope abstained, with the rest in favour.

Cllr Stoner raised an item relating to Morebath Cricket Club. Morebath Parish Council had been in touch regarding the fact that they had written to the Council supporting the proposal for cricket nets, although appropriate quotes had not yet been received.

4. With regard to the ownership of the marquees; clarification is still required as to who owns the marquees. Cllr Pitt advised that the insurance will have expired by the 1st June 2014 and they cannot be insured by BTC if they are not believed to be owned by BTC. The Steering Group, who are a sub-committee of BTC, are in the process of writing a letter to confirm the ownership situation. Cllrs Stoner and Pope to chase up and advise.
5. Cllr Colthorpe informed the meeting that the Youth Service Consultation and the Residential Home Consultation are now closed but the Library Consultation is underway. There is a new initiative for fostering as there is a preference for children to be looked after individually or in small groups. Cllr Smith asked about the use of volunteers in libraries? Cllr Colthorpe said the consultation may lead to volunteers being used, it may lead to people checking their books out through a computer facility. Cllr Gilmour asked whether it was the intention to save money through staff cuts or through premises. Bampton Library is leased so there is no great saving to be made there. Cllr Tanner declared an interest at this point as the building which houses the

library is leased from him. The consultation is ongoing and as Devon has an award winning library service it is important to maintain it.

Cllr Stanley told the meeting that the plans for the Eastern Extension of Tiverton had been approved. Funding for sheltered housing is to be confirmed in the near future and MDDC will have one hundred and sixty people to support when day funding stops. £150million will be needed to keep the council housing stock up to a good standard. There is currently £9 million in a revenue account but the situation is likely to result in difficulties in the future.

6. **Finance.** The car park collection has totalled £386.84 from 1st April 2014.

The annual accounts have to be prepared by May 9th and will be available for inspection between 23rd May and 20th June 2014 at the Fruit and Veg shop. The audit date is June 20th 2014.

As the cheque requested toward the legal fees of Shillingford Play Park has not been submitted it must be removed from the VAT claim form.

April receipts.

2 nd April	Car parks	227.00
4 th April	MDDC creditors precept	17336.59
16 th April	Western Power wayleave	4.64
16 th April	Riverside Hall	107.19
16 th April	Riverside Hall	172.46

Three cheques not presented at 1st May 2014

7 th Jan	101915	HMRC	2.56
3 rd March	101934	Nash and Co.	20.00
8 th April	101949	Shillingford and Petton V.Hall	333.50

Bank statement @ 1st May 2014

HSBC £43,077 cr Scottish Widows £36,531.39 cr

May Payments Due.

D/d	MDDC Bridge Terrace Old Toilets	32.28
D/d	MDDC Tolls of Fairs	48.00
J.Eyre	Clerk's salary	672.68
S.R.Ellicott	Millennium Green	1845.00
M.Morgan	Toilet Cleaning	300.00
Riverside Hall	Annual fee for A.Fowler Room	180.00
	Barnhaven meeting	10.00
Spot on Supplies	Riverside Hall Cleaning Materials	146.86
K&S Fire Protection	Sevice extinguishers (R.Hall)	66.00
Filmbank Distributors	Two films (R.Hall)	232.80
N.Carder	Grass cutting Hollet Garden	30.00
HMRC	NICS	3.87
MJF Contractors	Grass Cutting	209.36
Caxtons Printing		108.78
	Clerk's expenses	135.35

Planning. Cllr Pitt asked Cllr Colthorpe why the lorries to Devonshire homes are still coming through the town and could she do anything about it? MDDC were contacted after a child

was almost knocked off his bike in the school holidays only to be told the restrictions on the lorries coming through the town only applied in term time, not during the holidays.

Ref: 13/00717/FULL School Close development. To be reminded of restriction on construction lorries using Brook Street as access.

Ref: 14/00481/CLU Certificate of lawfulness re:1a Ashleigh Park. Noted.

8.Ongoing business.

a.Cllr Gilmour thanked everyone who had come to the meeting at Tiverton Town Hall. She felt that the human stories were very important and that the reason for the potential closures was money. Cllr Stoner agreed that that was certainly true in part and Cllr Colthorpe agreed, adding that there were other ways of providing care. It was noted that diversity of care provision was not detailed in the report. DCC had been taken to judicial reviews before regarding the quality and provision of care and although they had won both their cases it had left them with a hugely expensive legal bill. It is thought that DCC are simply trying to offload their responsibility for providing care due to the level of care they are required to provide. A briefing report will be provided for all Councillors. Cllr Stoner had found the Facebook page and was pleased to see that the address had been added to the posters. No contribution was required for the printing or the posters as the initiative was being supported by a professional couple, Mr and Mrs Walker, who had a parent in care in Tiverton. Cllr Smith felt that the meeting in Tiverton was not clear in its purpose and had been asked by several people what they had gone there for as no questions were answered. He felt that the other Mid Devon councils were not represented or arrived late. There will be a further meeting at DCC at 2.15pm on Wednesday 14th May 2014. The children of Bampton School are raising awareness by making posters in support of Barnhaven.

Cllrs Colthorpe and Stanley left the meeting.

b. Cllr Pope asked to see the recordings taken by the Pump House cameras as the level of dog fouling had increased. There are lots of children running around and the situation needs to be addressed. Cllr Smith wanted to see more notices about the fact that there were cameras being used, although all the notices supplied with the cameras have been used. Cllr Pitt will check this out and also the cost of getting two more cameras installed.

c. The Bampton Heritage and Visitor Centre do not now require the loan they had requested from BTC. They may approach BTC in future when a suitable project is identified. Cllr Smith informed the meeting that they would not be making another application to BTC this year. The monies that were agreed as 'ring-fenced' are now back in the bank it was agreed.

Cllr Gilmour left the meeting due to illness.

d. The cost of a memorial paving stone to honour the memory of Captain Moutray-Read VC who once lived at Castle Grove. There is a commemorative plaque in the church but this initiative is particularly for holders of the VC. The cost will be £4-600.

e. Cllr Pope asked if the car park takings were going onto a general fund or whether they were for a particular project? She wanted to know if the money could be used to refurbish the Station Road toilets. These are the responsibility of MDDC and Cllrs Pitt and Gilmour had had a meeting with MDDC to ensure they continue to fund them for the next financial year. Cllr Smith felt that they should be refurbished to encourage business in the town. Cllr Pitt suggested they write to their

District Councillor and ask MDDC to refurbish from their budget. Cllr Tanner thought that the car park takings should be put aside to keep the car park well maintained.

f. There had been a successful turn-out for litter picking in the town. The Chairman thanked Cllr Pope and Tony Weiss and all the volunteers on the day for all their work and taking the rubbish to the tip. Bampton in Bloom had suggested a rubbish bin next to the benches by the river and the football club now want one by the clubhouse on the Rec as well as the proposed one by the gate to the Rec. The price of one is £478 plus a siting cost. Clerk to see if there is a reduced price for three, otherwise order one only. Proposed by Cllr Tanner seconded by Cllr Pope. An address label had been found on an empty box left by the recycling skips. This is to be passed to MDDC for them to follow up. Cllr Pope to action.

g. Cllr Pope asked if the names of the volunteers who came forward for the litter picking could be retained for other projects? Cllr Stoner suggested that an appropriate Data Protection management system needs to be in place. There is the possibility of introducing a volunteer application form that would give people to opportunity to volunteer to help in an area that interests them. It was suggested that there may be the opportunity for the Chairman to offer this initiative at the Annual Town Meeting on the 20th May 2014. This idea to be discussed further.

h. An enquiry to be made of the Bampton Business Group to ensure they have One Day Event insurance in place for the Bampton Open Day. This cannot be linked to BTC insurance as in the event of an incident the liability would fall to the taxpayer.

i. Doreen Banks, as a representative of After The Fair delivered a letter to the previous meeting asking whether camper vans parking in the car park could be charged £10 each with the monies going to BTC. Window screen stickers would be issued as proof of payment. This appeared to have already been publicised despite not having been discussed by BTC. Cllr Smith told the meeting that as the letter had been brought to the April meeting, although dated 25th March, he took the decision to allow the advertising to go ahead. The Clerk reminded the Councillors that all correspondence should come directly to the Clerk to ensure it is discussed at the earliest opportunity.

j. Cllr Tanner declared an interest. He then asked, apropos of a letter brought to the last meeting by Doreen Banks on behalf of the Bampton In Bloom Group, whether BTC would provide a grant of £700 to Bampton In Bloom? Last year £600 plus vat was paid and the vat was reclaimed by BTC. Cllr Pitt proposed to grant a further £600 seconded by Cllr Pope. Cllr Smith to check what equipment is stored by Jim at Lodfin Farm.

k. Further to problems with the Town Council email the Clerk suggested that Mid Devon host the email account. Also, due to the increased use of the Clerk's phone and the random hours kept by people calling the Clerk it may be appropriate to have a dedicated phone line

l. The Clerk asked for a review of her allocated hours as the level of work had increased. To be discussed further.

Correspondence.

Letters expressing thanks for the donations from the proceeds of the Charter Fair had been received on behalf of Petton P.C.C and St Michael's Community Hall.

A further letter had been received from St Michael's Community Hall asking for a grant towards to the refurbishment of the community hall. Further details to be requested.

The meeting closed at 10.07pm.

Date of the next meeting will be June 3rd 2014