

BAMPTON PARISH COUNCIL
Ordinary meeting of the council held on 12th August 2015
at 7.30pm in the Town Hall

PRESENT: Cllrs R Wilkins, in the Chair, D Clarke, H Rainey, S Taylor, N Thorpe & D Hussell.
IN ATTENDANCE: Mrs C Street, Clerk to the Parish Council, District Cllrs M Barrett & T Fenton,
County Cllr J Mills

- 15/147 Apologies for absence
Cllrs J Allinson, P Smith and R McBrien. Cllr D Hussell left the meeting at 8.30pm.
- 15/148 Variation of order of business
Agenda item number 14 and public participation was moved to the beginning of the meeting.
- 15/149 Declarations of interest
Cllr Taylor declared a non-pecuniary interest in item 14 on the agenda as she lives in Church Street. This will not affect her ability to participate in the discussion.
- 15/150 Heavy vehicle access along Church Street & Church View
Many heavy vehicles along Church Street/Church View are too large to access easily and are frequently knocking branches of the plane tree in the church green triangle. Cllr Hussell is awaiting feedback from County Council regarding information on obtaining a traffic regulation order and signage, and will pass the OCC reference number to County Councillor James Mills for him to follow up. Tim Shickle of OCC has agreed to inspect the tree with a view to raising the canopy. Cllr Hussell to chase.
Cllr Hussell is also investigating who is responsible for the roads/pathways crossing the triangle of land outside the church.
- 15/151 Public Participation
An overview of planning application 15/02720/FUL was given by the land owner, for information.
- 15/152 District & County Councillors' Reports
Oxfordshire County Council (OCC):
- Radcot bridge has been closed for repair following a traffic incident
 - Public Transport Consultation. 18 & 19 buses are considered low risk.
 - Household Waste and Recycling Consultation. Dix Pit is at risk of closure.
 - There has been £850k p.a. saving from partnership working with other district councils.
 - There has been a meeting of the county growth board proposing all Oxfordshire councils get together for a devolution deal.
 - Children's centre engagement results are due.
- West Oxfordshire District Council (WODC)
- Are holding a consultation for the temporary closure of Wenrisc Ward at Witney Community Hospital for 7 months to ensure safer staffing levels (appropriate ratio) across the community hospital system. Staff will be redeployed over the remaining seven Community Hospitals.
- 15/153 Confirmation of minutes
The minutes of the meeting held on 8th July 2015 were signed as a true record.
- 15/154 Actions update
See attached list.

15/155 Notices of planning decisions

15/01933/HHD	Loft conversion with the insertion of two rooflights, new window to gable wall 3 Chetwynd Mead, Bampton. APPROVED
15/01923/FUL	Conversion of existing barn to form dwelling together with associated works. Land At, Albion Place, Bampton. APPROVED
15/02122/HHD	Single storey extension and garage conversion. 42 Chetwynd Mead, Bampton. APPROVED
15/01558/HHD	Removal of existing portacabin and erection of 3 bay car port. Kurtwood, Buckland Road. APPROVED

15/156 Planning applications

15/02550/LBC	Alterations to internal layout. The Stores Market Square Bampton. NO OBJECTIONS
15/02720/FUL	Erection of single 'self-build' 3 bedroom dwelling. Land South Of Bampton Cemetery Landells Bampton NO OBJECTIONS
15/02686/HHD	Erection of a two-storey and single-storey extension to rear of existing property together with an attached orangery in part of the rear garden. 8 Bushey Row Bampton NO OBJECTIONS

15/157 Finance and Accounts for Payment

The following cheques were approved and signed:

Cathy Street	Expenses	£42.52
123 Connect	Website amendments	£120
BDO	Audit	£480
Practical Financial Mgt	End of year accounts & budget spreadsheet update	£825
Goodwood Tree Care	Visual tree assessment	£180
Louise Williams	Lengthman expenses	£17.53
Chris Smith	July work	£1579
Southam Electrical	Fix defibrillator	£60
E Wileman & Sons	Window cleaning	£60
J Wright plumbing	Allotment leak repair	£120
Dee Clarke	McAfee software reimbursement	£49.99
PO	Toilet rolls for Old School Community Ctre	£21
Margaret Johnson Ltd	ERP supplies and stationery	£159.98
AK Timms	Padlock	£21.31

15/158 Annual return from 14/15

The annual return for 14/15 from the external auditors (BDO) was approved.

15/159 Mercury Court Playing field Report

Monthly checks were completed and there was nothing to report.

15/160 Old School Community Centre (TOSCC) report

A short update report was given but no resolutions were required.

15/161 Report on village matters (received after agenda was set)

- It was reported that a conifer growing on a grave needs cutting back. Resolution to be made in September parish council meeting.
- Repair is needed to a hole in the cemetery wall. Resolution to be made in September parish council meeting.
- Joint councils met and drafted a letter in response to the WODC local plan 2031 submission. Following feedback from Cllrs Allinson and Thorpe, who attended the meeting, it is with regret that we have made the decision not to sign it. Cllr Thorpe to write to Brize Norton Parish Council to let them know and to give our reasons.

15/162 Correspondence

No correspondence additional to those items already on the agenda was received.

15/163 Town Hall and Old School Community Centre Gardening

A quote was received from Xtra Hands. It was RESOLVED to accept the quote for the initial work. For subsequent we would like further clarification of what work is required seasonally before making a decision.

15/164 Use of Town Hall

It was RESOLVED that Bampton Exhibition Centre can use the Town Hall for their meetings free of charge.

15/165 Emergency Response Plan (ERP)

The final confidential version of the ERP was given out to all councillors present. Those absent will receive their copies at the next meeting.

15/166 Cutting of allotment hedges

It was RESOLVED to accept the quote for £375 for cutting the inside, outside and top of the hedge.

15/167 Chris Smith's grass cutting contract

See actions list.

15/168 ERP expenditure

It was suggested that we would like to accept any funding available to us for the ERP. It was RESOLVED to delegate the wish list and investigation into funding to the ERP responsible councillors.

15/169 New website

The new website is now live.

15/170 St George's Flag

It was RESOLVED to purchase a new St George's flag.

15/171 Tree works

Following the Visual Tree Assessment by Goodwood Treecare it was RESOLVED to carry out the following recommended tree works:

- Trees 548 to 565 Price £2298 including VAT

- Tree 585 and fallen branches east of 595. Price £36 including VAT
- Trees 421 to 425 Price £972 including VAT
- Tree 412 Price £240 including VAT
- Hedge alongside the footpath between the Cemetery and Glebelands to be cut back and overhead growth raised. Price £600 including VAT

With no further business to discuss the meeting finished at 9.36pm.

Signed.....

Dated.....

ACTION LIST

ITEM	ACTION TAKEN	NAME	BY DATE
Town Hall roof	Get quotes to insulate the roof	DH, LW	Before winter
Draw up plan of newer part of cemetery	This has not been received by the deadline set.	JA	On going
Installation of Post Office WC	This project is to be passed onto the new councillors responsible for the town hall. Handover of duties is needed. Clerk to forward notes from Ex-Cllr Betty	DH, LW Clerk	Sept
Purchase of additional land for the cemetery	Cllr Allinson to print a copy of OS map with land marked for Cllr Rainey to send to Carter Jonas. Deadline not met, HR to chase.	HR, JA	Sept meeting
HSBC bank mandate	Cllr Wiseman to take his ID to the bank.	GW	On going
Weightlifters signed rental agreement for TOSCC	This has been chased by the Clerk but no response has been received.	Clerk	On going
Carillion	Carillion have sent an email to apologise for the delay in the issue of the maintenance contract and said they will review it. The Clerk has pursued again by email/telephone but still no response received.	Clerk	On going
Grass Cutting Contract	Chris Smith has been too busy to do a walk around so Cllr Clarke will give him a large scale map to mark the areas he currently cuts.	DC	Sept

Heavy vehicles along Church Street/Church View	Awaiting feedback from County Council regarding obtaining a traffic regulation order and signage Pass the OCC reference number to County Councillor James Mills for him to follow up. Chase Tim Shickle of OCC re. raising the tree canopy. Investigate who is responsible for the roads/pathways crossing the triangle of land outside the church.	DH	
Joint councils letter re. WODC local plan 2031 submission	Write to Brize Norton Parish Council to give our reasons for not signing the letter.	NT	August
Town Hall and Old School Community Centre Gardening	Accept quote for initial work from Xtra Hands. For subsequent we would like further clarification of what work is required seasonally before making a decision.	Clerk	Sept
ERP funding	ERP wish list and investigation into funding.	RW, LW	Sept
St George's flag	Purchase a new flag	Clerk	Oct