

**BAMPTON PARISH COUNCIL**  
**Minutes of ordinary meeting of the council held on**  
**14<sup>th</sup> March 2018 at 7.00pm in the Town Hall**

PRESENT: Cllrs J Allinson (arrived 7.20pm), in the Chair, P Smith, N Thorpe, R McBrien,  
H Rainey, P Foster, S Taylor (arrived 7.30pm), S McLaren, D Clarke.  
IN ATTENDANCE: Mrs C Street, Clerk to the Parish Council, District & County Cllr T Fenton.

45/2018 Apologies for absence  
Cllr D Bamber

46/2018 Variation of order of business  
None.

47/2018 Declarations of interest  
None.

48/2018 District & County Councillors' Reports  
An update was given on the following topics (*details can be obtained by contacting the County Council at [www.oxfordshire.gov.uk](http://www.oxfordshire.gov.uk) or District Council at [www.westoxon.gov.uk](http://www.westoxon.gov.uk) or 01993 861000*):

**County Council**

- Growth Deal has been approved
- Local Plan update
- County Council have changed their objection reasons to the proposed development on Land East of Station Road.

**District Council**

- A4095 worst 'A' road for potholes outside of the city. Report any to [www.fixmystreet.com](http://www.fixmystreet.com)
- Request for Cllr Fenton to help move along the lease for the library.

49/2018 Confirmation of minutes  
The minutes of the meeting held on 14<sup>th</sup> February 2018 were signed as a true record.

50/2018 Actions update  
See attached list.

51/2018 Public participation  
Questions were asked about the local plan and 5 year land supply and how these affect any new housing planning applications.

52/2018 Notices of planning decisions  
These were circulated to all councillors prior to the meeting, but were not discussed.

53/2018 Planning applications

18/00611/HHD	PROPOSAL: Loft conversion to include three dormer windows and Velux rooflights. Single storey side extension to existing utility and replacement of flat roof with partially glazed. Construction of new entrance porch. <b>Rosebrook Aston Road</b> <b>NO OBJECTIONS</b>
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54/2018 Finance and Accounts for Payment

The following payments were approved:

Goodwood Tree Care	VTA	£420
Cathy Street	Mileage and broadband expenses	£46.75
Dee Clarke	Reclaim for dropbox payment	£79
Wales & West utilities	One off extra instalment of back payment for gas for Old school community centre	£155.17
PASS	PATS tester calibration	£77.40
OPFA (Oxfordshire Playing Fields Association)	Annual Membership	£53
OALC (Oxfordshire Association of Local Council)	Annual Membership	£495.70
Jacky Allinson	Reimbursement of chairman's expenses	£218.40
White Horse Computer Specialists	Laptop repair	£80

55/2018 Mercury Court Playing Field Report

The monthly parks check report was received prior to the meeting and no resolutions were made.

56/2018 Old School Community Centre Report

- It was RESOLVED to ratify expenditure of £400 for an additional safety cut out for the cooker extractor fan, as identified during a safety inspection.
- The Bush Club were given a level 4 food safety certificate after their latest inspection. Although this club is not run by the parish council the facilities they use are, and therefore the shortfall items of lack of hand soap at the kitchen sink & cobwebs on blind will be addressed.

57/2018 Cemetery report

The land purchase is moving slowly after long awaited response from the Church Commissioners was received.

58/2018 Allotment report

Nothing to report.

59/2018 Town Hall report

Nothing to report.

60/2018 Highways update

A report was received prior to the meeting and the following expenditure was agreed:

- £1362.70 + VAT for gates for the Aston Road entrance to the village.
- Necessary remedial tree works of £4835 + VAT.

61/2018 Report on village matters (received after agenda was set)

- Owner of dog allowed to exercise loose in the cemetery to be sent a polite note requesting they find alternative location for this.
- Keep Britain Tidy dog posters to deter dog mess to be considered at next meeting.

62/2018

Correspondence

Email from Ledbury Council	The email re. dispute resolution was read by all councillors and its contents noted.
West Ox District Council	Cllr McBrien to collate the parish council comments for the consultation on further main modifications to Local Plan by the deadline of 9 <sup>th</sup> April.
West Ox District Council	Cemetery waste collection prices were noted.
RAF Brize Norton	Consultation for Airspace Change Proposal. Clerk to respond with no objection to the proposed changes.
Minerals & Waste Local Plan	Acknowledgement of parish council comments.

63/2018

Freshers' Fair

Villagers have requested funding from the Parish Council for their proposal to hold a 'Freshers' Fair' in the village hall for all clubs and societies in the village to advertise them to new Bampton residents. It was RESOLVED to fund £195 for the first print of the fliers and £60 distribution costs. Request made that the fliers say 'part funded by Bampton Parish Council'.

64/2018

Salt/Grit spreading quote

Quote of £15 p/h for salting/gritting in freezing weather and checking all the bins for usability and stock levels was agreed, specifically for the following areas:

- Path to The Old School Community Centre
- Pavement in front of the Co-op as far as Wheelgate House
- Market Square

Cllrs McLaren and Rainey agreed to be contacts.

65/2018

HR Committee meeting minutes

The minutes were sent out prior to the meeting, and the proposed Parish Council email guidelines were adopted and signed.

66/2018

General Data Protection Regulation (GDPR) requirements

GDPR compliance was discussed as part of the HR Committee meeting and information was sent to all councillors. It was agreed that quotes for work are required, to be able to comply with items on the GDPR.

The District Council are looking into what help they can give parish councils so we will seek their advice when available.

67/2018

Finance and General Purpose (F&GP) Meeting minutes

The F&GP meeting minutes were circulated before this meeting and items for resolution are included in minute item 60/2018.

68/2018

IT Support requirements

White Horse Computing was called out to repair the clerk's laptop and have quoted for future Parish Council IT support. Quotes from other suppliers are to be sought too.

69/2018

Internal auditor

Our current internal auditor is leaving after the 2017/18 year end in April. Clerk to ask other local parish councils for recommendations for a replacement.

70/2018

Grass Cutting prices

The quote received from our current supplier of a 3% increase set for 3 years was accepted.

71/2018 Annual Parish Meeting and Annual Council Meeting dates

The Annual **Parish** meeting will be held on Thursday 12<sup>th</sup> April at 7pm. All are welcome.

The Annual Parish **Council** Meeting will be held on Wednesday 9<sup>th</sup> May at 7pm.

With no further business to discuss the meeting finished at 9.10pm.

Signed.....

Dated.....

**ACTION LIST**

<b>ITEM</b>	<b>ACTION TAKEN</b>	<b>NAME</b>	<b>BY DATE</b>
Litter bins	Following request Cala homes to make provision for litter & dog waste bins, investigate what s.106 money is allocated for this.	James Mills (WODC)	April
Internal auditor	Ask other parish councils	Clerk	April
Local Plan consultation	Send off PC response	RM	6 April
RAF Brize Norton consultation	Send off PC response	Clerk	asap
Dog in cemetery	Send note to owner	HR	April
GDPR	Quotes needed to be able to comply	All	April
IT Support	Further quotes needed	All	April
Internal auditor	Get recommendations from other clerks	Clerk	April
Annual parish meeting	Advertise & organise	Clerk	12 April