

## **MINUTES OF THE ORDINARY MEETING HELD IN THE ALBERT FOWLER ROOM OF THE PUBLIC HALL ON TUESDAY 2 DECEMBER 2003**

THE CHAIRMAN OPENED THE MEETING AT 7.00 P.M.

### Public Forum

Joan Fagg attended to provide information on the footpaths.

- The P3 survey and maintenance application form is being prepared.
- Two footpath signs are missing. The reason for their disappearance and the best method for their replacement, are being considered. Advice is being sought from others.
- Frank Connock has moved from the Parish and we are fortunate to have a new volunteer Tree Warden in Gaius French.
- The meeting thanked Joan for the information and requested that she passed on our extreme thanks to Colin, our Footpath Warden, and all the other volunteers involved.

### Meeting of the Town Council

- Attendance – K Bristow, (Chairman), C Russell, T Barthram, M Elcock, C Lewis-Davis, C Ayres, K Jarratt, F Stoner, P Wood, Polly Colthorpe (District Councillor) and G. Symons (Clerk).
- Minutes of the ordinary meeting held on 5 August 2003
- The minutes, having been previously circulated, were agreed and signed by the Chairman.
- Matters arising from the above minutes
- Item 11 – Cllr Stoner wished to be included in the meeting with DCC to discuss the leat.
- Matters arising from the circulation file – None.
- Reports from committees and sub-committees
- Bampton in Bloom (Cllr Russell)
- Nothing major to report
- Play area in Station Road

- The installation of the new equipment will be 12 to 16 January 2004 – weather permitting.
  - Inspection reports are taking place.
  - Motte and Bailey – a report from Jonathon Hill
  - English Heritage does not have any funds for this year but recommends a grant application for 2004.
  - The new grant could include the repairs to the, soon to be acquired, boundary fence.
  - The repairs to the steps are urgent and quotations have been obtained.
  - JH has obtained a sum from an anonymous benefactor that would equal the cheapest quotation.
  - BTC to arrange for the work to begin. Action Clerk.
  - Bampton Fair
  - Kelly Beeston has suggested that local businesses that benefit from the Fair, should be asked to contribute towards the costs and its future development. It was agreed that this would be reasonable but recommended that requests should be made after the Fair.
  - Chairman's reception
  - Cllr Wood reported that the occasion was well attended, worthwhile and enjoyed by those attending.
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- District Council Liaison - Cllr Wood
  - MDDC may require a new play area to be installed by the developers at Scott's Quarry.
  - It was agreed that the money should instead be made available for the improvement of the play area at Station Road .
  - Other Parishes are also in favour of providing a mobile telephone for Andy Auger, our Ward Officer.

- Police Liaison
  - Sgt Keith Watkins and Andy Auger attended.
  - BTC feel there are more problems caused by;
  - Noise and bad language from the older youth.
  - Parked vehicles.
  - Low response from the Police.
  - Police comments were;
  - Although BTC may perceive crime to have increased, reported incidences from the Parish were down by 40% in the last 12 months - the biggest reduction in Mid Devon.
  - 1 in 3 incidents are resolved in Bampton, which is also the national statistic. (Not including road traffic incidents)
  - Andy will soon be able to spend more time in Bampton.
  - Police cannot respond without a contact from the public.
  - As the Police have to obey confidentiality laws, many things may be happening without it being obvious.
  - Road markings are in poor condition, making traffic management more difficult.
  - If Andy is not available, then contact Keith.
  - As before, dial 999 in emergencies and 08705 777444 in non-emergencies.
  - Visits to shops take place as well as to pubs.
  - It was agreed that,
  - Andy will liaise with the Halls to target certain late night occasions.
  - Cllr Lewis-Davis volunteered to liaise with the Police on behalf of BTC.
  - In general, confrontation can have a negative effect and is not recommended, but adult presence can have a calming influence and is recommended.
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- Correspondence
  - **8.1** From DCC – a questionnaire on community computers.
  - **8.2** From MDALC – agenda for a meeting on 3.12.03. **Action CR.**
  - **8.3** From Bevan Ashford – a revised copy of a new lease for Bampton Fair, that was executed by Cllrs Bristow and Russell. **Action Clerk.**
  - **8.4** From Bampton Society – a copy of a letters sent to MDDC supporting the retention of the P.Cs.

- **8.5** From various groups in Bampton – requesting a share of the Fair Tolls. Reply letters to be sent explaining how the money is to be spent this year i.e. for the play area. **Action Clerk.**
- Planning
  - Application 03/05481/FULL – erection of two storey extensions (following part demolition) to form extension to ground floor shop and first floor residential unit, and formation of vehicular access at A J Seward & Son, Newton Square. Agreed, as the additional shopping space would be a benefit to the Town whilst maintaining the character of the front elevation. Concern was expressed that the area shown for deliveries and parking did not correspond with application 03/05494, that this area is already a traffic bottleneck and that delivery of goods to this shop needs to be addressed with this application.
  - 9.2 Application 03/05494/ARM – reserved matters for the erection of 12 dwellings at Kings Farm and Garden Machinery, Newton Square . Not agreed,
    - Back Street is already a traffic bottleneck and is too narrow to accommodate the additional traffic that would be generated by this development.
    - The existing infrastructure would not cope with the additional foul and surface water.
    - Although the Town does already have some three-storey properties, the proposed M type properties are out of character with the rest of the Town.
    - The siting of the substation is inappropriate.
- The properties will not suit the needs of the local people.
- The road alignment in front of Rose Cottage and West Cottage does not agree with application 03/05481.
- The application does not show any dimensions.
- Finance
  - Credits (not including bank interest payments) - None
  - Debits – It was agreed to pay the following accounts:-
    - Ken White Signs, Fair traffic signs - £934.13 Cheque 100853
    - Landscaping and GM Ltd, rec grass - £68.56 Cheque 100854



- Audit Commission, annual fees - £293.75 Cheque 100855
- J Betterton, toilet cleaning and play area - £265.00 Cheque 100856
- S P Coles, play area repairs, - £64.63 Cheque 100857
- 10.3 Balances
- The balance in the treasurer's account will be £82.37 after all cheques have cleared.
- The balance in the premium account is £174.54.
- The balance in the Scottish Widows account is £5,686.05.
- 10.4 Any other business
- A forecast of the receipts and payments for 2003/04 was issued. Agenda item for next month. Action Clerk.
- The annual charge for the Football Club to use the recreation ground should be reviewed. Agenda item for next month. Action Clerk.
- Any other business
- A meeting with MDDC on 10 th December will discuss the following,
- The closure of the toilets in Brook Street and the possible alternative use in the short term to maintain their existence and reconstruction during the flood scheme.
- The maintenance and financial assistance from MDDC of the toilets in Luke Street .
- The provision of a community skip in March 2004.
- Cllr Davis-Lewis was congratulated by all present for the effort given and enthusiasm shown in the production of the petition to save our PC's from closure. This in particular, along with quality representations from Bampton Society and many others, must be the reason for the success in convincing MDDC that the Luke Street PC should be retained.

There being no other business, the Chairman closed the meeting at 10.30 p.m.

The next meeting will be at the Public Hall, on Tuesday 6 January 2004 at 7.00pm .

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## **BAMPTON TOWN COUNCIL**

MINUTES OF THE ORDINARY MEETING HELD IN THE ALBERT FOWLER ROOM OF THE PUBLIC HALL ON TUESDAY 4 NOVEMBER 2003

THE CHAIRMAN OPENED THE MEETING AT 7.00 P.M.

Public Forum

Kelly Beeston attended to provide information on the recent Fair.

- Total tolls collected were £3459.70.
- The extremely unfortunate weather conditions did not seriously affect the takings as all traders were invoiced and paid in advance.
- The nett sum remaining will depend on the rate charges that are in the process of a review by the Valuation Office.
- Devon Radio enjoyed their first attendance to the Fair.
- The return of the ponies was greeted with much interest.
- Letters of thanks are to be sent to Edward Tanner, John Rudd, Chris Ayres, Guy Langworthy and MDDC.
- KB was thanked by all for the tremendous effort put into her first year as Agent.

### Meeting of the Town Council

Attendance – K Bristow, (Chairman), C Russell, M Elcock, C Lewis-Davis, P Wood, K Jarratt, Polly Colthorpe (District Councillor) and G. Symons (Clerk). Apologies were received from T Barthram, and C Ayres.

### Minutes of the ordinary meeting held on 5 August 2003

- The minutes, having been previously circulated, were agreed and signed by the Chairman.

### Matters arising from the above minutes

- Item 8.11 - add "Cllr Wood was not in favour of the land being sold to provide sporting and leisure facilities in Bampton."
- Matters arising from the circulation file – None.

### Reports from committees and sub-committees

- Bampton in Bloom (Cllr Russell)
  - Planting for autumn and spring is now taking place.
  - The AGM is being arranged.
  - Other work is ongoing.
- Play area in Station Road
  - KB and KJ have visited a play unit similar to the one agreed at our last meeting and were very impressed with it and the reports about it.

- An order is now placed with Playline Ltd.
- The delivery date is to be ascertained. Action KJ.
- Motte and Bailey
  - Jonathon Hill has had a site meeting with English Heritage to discuss problems.
  - EH will provide a grant for the work .
  - EH will arrange for the restoration of the revetment.
  - The repairs to the fence to the land presently being acquired could possibly be grant aided by EH.
- Public Hall
  - BTC members of the Committee should encourage realistic hire charges.
- District Council Liaison - Cllr Wood
  - Closure of the public toilets,
  - The District Councillors have not received any letters from the public.
  - Letters should be sent to District Councillors as well as MDDC.
  - Clrs Davis and Ayres to canvas a petition and supply the results to Cllr Wood before a new meeting that is to be held on 20 th November.
  - Cllr Wood will voice this Council's opposition to the closure at the forthcoming Chairman's reception.
  - A 48 hour graffiti cleaning service, that is run by the Probation Service, is now available.
  - A notice is to be displayed on notice boards, on the web site and in the Sign Post giving details of surgeries to be held by District Councillors. ( Action Clerk, CR and PW.)
  - The planning decision for the Public Hall is delayed pending the flood alleviation scheme.

#### Police Liaison

- Andy Auger was unable to attend as he was on holiday.
- The Chairman will contact AA to attend the next meeting. Action KB.
- Copy of minutes to be sent to AA. Action Clerk.

#### Correspondence

- **8.1** From DCC – acknowledging our letter re – bus shelters.

- **8.2** From DAPC – invitations to a budgeting and financial risk assessment course, and to an ethical framework lecture.
- **8.3** From DCC – the annual parish paths partnership survey. **Action Clerk.**
- **8.4** From CCD – invitation to a housing needs survey.
- **8.5** From MDDC – confirming our position on the list for a local improvement scheme.
- **8.6** From MDALC – giving dates for future meetings .
- **8.7** From Mrs Balman – a copy of a letters sent to MDDC and the Gazette supporting the retention of the P.Cs.
- **8.8** from SEPCO plc – re- solar lighting for bus shelters etc. prices to be obtained. **Action Clerk.**

## Planning

- Application 03/05235/FULL – construction of roof with dormer windows over garage to form first floor bedroom at 6 Market Close, Bampton. Not agreed as the application did not include sufficient information e.g. dimensions, floor plans and adequacy of existing foundations.
- 9.2 Application 03/05083/PNAG – re-siting of existing prestressed concrete framed building at Dipford Farm, Shillingford. Agreed as the application will not have an injurious effect on the people in the parish.
- 9.4 Application from FPDsavills to upgrade the existing Orange mobile phone cellsite at Higher Duvale on behalf of Airwave mmO2. Agreed as the application would not have an injurious effect to the people in this Parish .

## Finance

- Credits (not including bank interest payments)
- Debits – It was agreed to pay the following accounts:-
- Royal British Legion, S137 grant - £25.00 Cheque 100846
- Landscaping and GM Ltd, rec grass - £68.56 Cheque 100847
- S.J.Kelland, grass and litter - £487.62 Cheque 100848
- Greenham Trading Ltd, H&S jackets - £70.38 Cheque 100849
- J Betterton, toilet cleaning - £325.00 Cheque 100950
- Playline Ltd, play equipment deposit - £2670.00 Cheque 100851
- Exmoor search and Rescue, S137 grant - £75.00 Cheque 100852
- 10.3 Balances

- The balance in the treasurer's account will be £917.65 after all cheques have cleared.
- The balance in the premium account is £174.54.
- The balance in the Scottish Widows account is £5,686.05.
- 10.4 Any other business
- A certified Annual Return has now been received from the Audit Commission. There were not any issues arising from the Internal nor the External Auditor.
- The leat in Brook Street
  - A site meeting between Cllr Russell and DCC is to be arranged. Action Clerk.
- Proposed closure of the P.C's in Bampton – see item 6 above.

#### Any other business

- The Chairman reported that the floodgate is now in place, sandbags were now available, the Jail is locked and with the help of Cllr Russell he will control the issue of sandbags.

There being no other business, the Chairman closed the meeting at 10.05 p.m.

The next meeting will be at the Public Hall, on Tuesday 2 December 2003 at 7.00pm .

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## **BAMPTON TOWN COUNCIL**

MINUTES OF THE ORDINARY MEETING HELD IN THE ALBERT FOWLER ROOM OF THE PUBLIC HALL ON TUESDAY 7 OCTOBER 2003

THE CHAIRMAN OPENED THE MEETING AT 7.00 P.M.

#### Public Forum

- Kelly Beeston, Joan Fagg, Robin Bawell, Richard Evans and Edward Tanner attended to express their deep concern relating to MDDC's planned closure of the toilets in Bampton.
- The consequences that would follow the closures were discussed and noted.

- A letter to be sent by BTC to MDDC to express the concerns of the local community. Copies of the letter to be sent to Angela Browning, Tiverton Gazette, Signpost and to Humphrey Berridge.
- BTC to motivate as many people as possible to write to MDDC, Angela Browning and The Tiverton Gazette.

#### Meeting of the Town Council

- Attendance – K Bristow, (Chairman), C Russell, M Elcock, C Lewis-Davis, T Barthram, C Ayres, P Wood, F Stoner, K Jarratt, and G. Symons (Clerk). Apologies were received from and Polly Colthorpe (District Councillor)
- Minutes of the ordinary meeting held on 5 August 2003
- The minutes, having been previously circulated, were agreed and signed by the Chairman.
- Matters arising from the above minutes
- Item 9.7 - It should have been noted that Cllr Elcock had registered an interest and took no part in the decision.
- Matters arising from the circulation file
- Cllr Barthram felt "Homestart" volunteers should be vetted by the Police. To be raised with the Police at a future meeting.
- Reports from committees and sub-committees
  - Bampton in Bloom (Cllr Russell)
  - Bampton won a gold medal in the Britain in Bloom competition.
  - Lynton and Lynmouth won first prize and a total of three gold medals were awarded in our class i.e. for "Best Market Town".
  - It was agreed that it was a great shame that watering stopped after judging had taken place.
  - It was suggested that payment should be made to encourage the continued use of the bowser throughout the summer months.
- Play area in Station Road
  - Weekly inspection check arrangements were agreed up to Christmas.
- Motte and Bailey

- A grant is required to repair the log steps and the revetments, lay hedges, and clear bushes.
- Jonathon Hill has suggested that we (he) should apply to "English Heritage" for a grant. Agreed ( Action Clerk).
- Public Hall
  - Cllrs Bristow, Russell and Wood attended the AGM that was otherwise poorly attended.
  - New committee officers are required.
- Bampton Fair
  - Sand bags to be delivered to Kelly Beeston. Action KB.
- District Council Liaison - Cllr Wood
- Surgeries to be held by the two District Councillors i.e. Cllrs Wood and Colthorpe,
  - Surgeries are to be held as required and 30 minutes before BTC meetings i.e. 6.30 p.m. on the first Tuesday of each month. (except in July – the second Tuesday) at the Public Hall.
  - Appointments are required.
  - The Police may attend.
  - To improve access to our Ward Police Officer, Andy Auger, it was agreed that a mobile telephone should be supplied by BTC. AA is prepared to carry the telephone. 5 voted for, 2 against and 2 abstained. Action PW.
  - Friday and Saturday evenings are often noisy and AA should be on site.
  - Cllr Wood agreed to act on our behalf to change the decision by MDDC to close the public conveniences in Bampton. Action P.W.
- Police Liaison – None.
- Correspondence
  - **8.1** From MDDC giving notification of the closure of the public conveniences in Brook Street and in Luke Street on 1.1.04.. Details of the running costs were provided and a grant of £1000 per annum is available towards the cost if BTC are prepared to take over the running of the PC's. It was agreed that,
    - A letter should be sent to MDDC stating that BTC was strongly against the proposal. **Action Clerk.**
    - A copy of the letter to be sent to Angela Browning and to The Tiverton Gazette.
    - A copy of the letter to be sent to Humphrey Berridge for display on the local website.

- The reasons against the closure were discussed.
- The letter to include comments made at the Public Forum – see above.
- The subject should be an agenda item for November. **Action Clerk.**
- **8.2** From the Valuation Office following our request for a revaluation of the rating charged against the Tolls of Bampton Fair. A re-rating to be pursued. **Action Clerk.**
- **8.3** From Bevan Ashford – concerning a new attestation for the new Fair lease. **Action Clerk.**
- **8.4** From Anderton and Roland – confirming their arrival on Sunday 26 th October for Bampton Fair.
- **8.5** From DCC – seeking approval for their demolition of the bus shelter at Shillingford and the later construction of a new shelter at the same location. **Agreed, action Clerk.** (A reminder to be given to DCC for a shelter at Petton Cross and a date to be obtained for the replacement at Shillingford.)
- **8.6** From Audit Commission – requesting reasons for increases in expenditure under certain headings . **Action Clerk.**
- **8.7** From MDDC – road closure details for Bampton Fair.
- **8.8** From MDDC – notification of the immediate disbanding of the "Area Committees".
- **8.9** From MDDC – notification of "Code of conduct training" for councillors.
- **8.10** From C.J.Stoyle – giving reasons against the planning application to enhance the Lakeside Caravan Park . September minutes refers.
- **8.11** From Stags – suggested instructions following the session with the Inspector at the MDDC Local Plan Enquiry. A policy statement for the possible sale of the site was agreed and signed. Further details of the efforts to provide sporting and leisure facilities in Bampton to be presented. **Action Clerk.**

## Planning

- Application 03/02202/FULL – erection of an agricultural building at Wonham Heights . Not agreed as the proposed house is too large in relation to the value of the agricultural holding. Cllr Bristow declared an interest and took no part in the decision.
- 9.2 A ppplication 4/01/2003/2116 – erection of a conservatory to the rear elevation at Station House, Luke Street .. Agreed.
- 9.3 Application 03/05093/FULL – erection of extension to farmhouse on the site of outbuildings at Coldharbour Farm. Not agreed as the application will destroy the character of the existing property, the windows are not related to the main property and additional traffic would cause problems.
- 9.4 Application 03/02101/LBC – LBC for the erection of a single-storey ground floor extension to the rear and replacement of 2 No. first floor windows on the rear



elevation at 14 Brook Street . Agreed as the application would not have an injurious effect to its neighbours nor to the Town.

- 9.5 Application 03/02256/LBC – LBC for the insertion of 2 no. windows and blocking up of 1 no. existing window on the west elevation at Westbrook Barn. Agreed as the application will improve the property without any injurious effect to its neighbours nor to the Town.
- 9.6 Application 03/05011/FULL – erection of a two-storey extension at Lantern Cottage 1 South Molton Road . Agreed as the application will improve the property without any injurious effect to its neighbour nor to the Town.

## Finance

- Credits (not including bank interest payments)
- BT wayleave - £22.75
- Debits – It was agreed to pay the following accounts:-
- Stags, professional fees - £1351.25 Cheque 100845
- Landscaping and GM Ltd, rec grass - £68.56 Cheque 100844
- J Betterton, cleaning and litter picking - £145.00 Cheque 100841
- 10.3 Balances
- The balance in the treasurer's account will be £1300.97 after all cheques have cleared.
- The balance in the premium account is £174.38.
- The balance in the Scottish Widows account is £9,587.30.
- 10.4 Any other business – None.
- Locked gates at New Buildings
  - The gate that has now been locked, possibly by DCC, is creating a danger as children now climb over the wall instead of being able to walk down to the river. Letter to DCC. Action Clerk.
- Notice board for Exebridge
  - It was agreed that the expenditure was not justified unless proven otherwise.
  - Mr B Atkins to be consulted for advice. Action KB.

- Expenditure on play areas
  - Quotations have been obtained from Playline Ltd.
  - Safety surfacing for the whole site - £7500
  - A timber climbing frame and surround safety surfacing - £5796
  - It was agreed to accept the climbing frame offer – Proposed by KJ and seconded by PW.
  - It was agreed to use the Fair Tolls to help finance the scheme – proposed by PW and seconded by CR.
  - Finance would be as follows,
    - MDDC grants available - 2400
    - Fair Tolls - 1500
    - BTC - 1896
  - A site visit to a similar scheme to be arranged if possible. Action KJ.
  
- Any other business
  - A grating in Brook Street is loose.
  - The leat in Brook Street needs to be an Agenda item.
  - The Code of Conduct video was placed back in the circulation file.
  - The Chairman thanked all for circulating the planning applications and the circulation file so promptly.

There being no other business, the Chairman closed the meeting at 11.05 p.m.

The next meeting will be at the Public Hall, on Tuesday 4 November 2003 at 7.00pm .

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## **BAMPTON TOWN COUNCIL**

MINUTES OF THE ORDINARY MEETING HELD IN THE ALBERT FOWLER ROOM OF THE PUBLIC HALL ON TUESDAY 2 SEPTEMBER 2003

THE CHAIRMAN OPENED THE MEETING AT 7.00 P.M.

### Public Forum

Chris Stoye and other residents from Exebridge attended to give reasons for their objection to planning application 4/01/2003/2004 as follows,

- There is not a proven need for the increase as existing use is only 20 to 50% and

other nearby sites have spare capacity.

- Being close to a highway, it is not a popular site.
- The application drawings are not accurate and do not reflect the effect the development will have on adjacent properties.
- Existing planning conditions are being broken.
- Existing noise, light and smell pollution, that is already unacceptable to local properties, will be increased.

#### Meeting of the Town Council

1. Attendance – K Bristow, (Chairman), C Russell, M Elcock, C Ayres, P Wood, F Stoner, K Jarratt, and G. Symons (Clerk). Apologies were received from C Lewis-Davis, T Barthram, and Polly Colthorpe (District Councillor)

2. Minutes of the ordinary meeting held on 5 August 2003

- The minutes, having been previously circulated, were agreed and signed by the Chairman.

3. Matters arising from the above minutes

- Cllr Ayres requested a copy of the proof of evidence prepared by Stags for the Local Plan inquiry. Action Clerk.

4. Matters arising from the circulation file – None.

5. Reports from committees and sub-committees

- Bampton in Bloom (Cllr Russell)
- The judging results should be known by 5th September.
- The AGM will be held in October.
- Play area in Station Road
- Weekly inspection check arrangements were agreed.
- Cllr Jarratt agreed to be the new Playground Committee Chairman.
- A meeting of the committee to be held in the near future.
- Motte and Bailey
- The steps are rotting and require repairs.
- Tree branches need to be removed.

6. District Council Liaison Cllr Wood

- The recent application for Ashleigh Park is to go to Committee.

7. Police Liaison

- Andy Auger was unable to attend but will meet Cllr Bristow mid month if unable to attend meeting in future.
- Speeding vehicles are a problem at Petton Cross and at Shillingford. A flashing warning sign will be available on a temporary basis to encourage motorists to abide to speed limits.
- Complaints to the police concerning noise pollution needs to be prompt and to be supported with names and number plate information.
- A new office for Andy Auger is required.

8. Correspondence

- 8.1 From Kelly Beeston regarding Bampton Fair
- BBC Radio Devon will be bringing their roadshow to the Fair, will be interviewing local people, will be reflecting on life in Bampton and will be providing computers and staff to help people discover the internet.
- Requesting names of people for interviewees. Names already discussed with KB.
- Requesting progress on the purchase of traffic signs to avoid the need to engage RAC.
- Notifying BTC that request for a grant from "Awards For All" has been turned down.

- A grant from the Heritage fund is to be sought.
- 8.2 From NHS Mid Devon Primary Care Trust – invitation to AGM on 24.9.03. Action All.
- 8.3 From Bevan Ashford – concerning a new attestation for the new Fair lease. Details of standing orders to be sent in reply. Action Clerk.

## 9. Planning

- Application 4/01/2003/2029 – LBC for replacement of existing steel parapets with combination of solid masonry and steel parapet at Stuckeridge Bridge. Agreed as the proposal offers an improvement to the existing elevations and an improvement to the safety of the public.
- 9.2 Application 4/01/2003/2052 – notification of intention to fell a yew tree at Bellevue, 1 Morebath Hill. Agreed as problems with the tree are known to exist and the tree in its present condition has little aesthetic value.
- 9.3 Application 4/01/2003/1948 – erection of conservatory at Little Brook Cottage Frog Street. Agreed as the application would not have an injurious effect on the Town.
- 9.4 Application 4/01/2003/1962 – erection of garden gazebo at Castle Grove Nursing Home. (an interest was registered by KB who took no part in the decision). Agreed as the application would not have an injurious effect on the Town.
- 9.5 Application 4/01/2002/1040 – outline for mixed residential and employment use – extension to the site at The Former Works, Bampton. Agreed as the revision allows for an improved Town link.
- 9.6 Application 4/01/2002/1057 – revised proposal of pedestrian link to Station Road at the Former Works, Bampton. Agreed as the revision provides an improved Town link.
- 9.7 Application 4/01/2003/2004 – refurbishment and extension to the caravan site at Higher Grants at Exebridge. It was agreed that a site visit should be held on 4th September and that MDDC informed of the delay. Action All.

## 10. Finance

- 10.1 Credits (not including bank interest payments) – None.
- 10.2 Debits – It was agreed to pay the following accounts:-
- Landscaping and GM Ltd, rec grass - £68.56 Cheque 100842
- R Evans, internal audit fees - £10.00 Cheque 100841
- 10.3 Balances
- The balance in the treasurer's account will be £138.61 after all cheques have cleared.
- The balance in the premium account is £174.05.
- The balance in the Scottish Widows account is £12,587.30.
- 10.4 Any other business
- The accounts for 2002/3 have been scrutinised by R Evans, our Internal Auditor, and returned as correct.
- The annual return to the Audit Commission was now ready for submission and signed by the Chairman. Action Clerk.
- Time was taken to assess the level of risk attached to BTC's accounting system. It was agreed that the level of risk was very low as,
- All figures crosscheck.
- The reconciliation statement agrees with actual bank statements.
- The independent internal and external audit inspections undertaken comply with national procedures.
- There was not seen to be a way of improving BTC's existing method of accounting.
- Following a letter from MDDC it was agreed to request a contribution of £230 to match the £230 allowed in the annual budget. Action Clerk.

- 10.4 continued
- It was proposed by Cllr Ayres and seconded by Cllr Russell that,
- The Bampton Fair Working Group could manage the purchase of new reusable traffic signs from Ken White, so long as a saving in cost could be made within two years.
- BTC would provide cash flow to finance the purchase.

11. Recreation Ground – nothing to report, remove from Agenda.

12. Expenditure on play areas – agenda for October

13. Any other business

- A date needs to be set for the next community skip.
- The locked gate at New Buildings needs to be discussed. Agenda item for next month. Action Clerk.
- A notice board for Exebridge requires consideration. Agenda item for next month. Action Clerk.
- The intermittent yellow lines in Bampton prevents parking tickets from being issued. Action Clerk.
- A letter of thanks to be sent to Don Baker at High Trees, Morebath Road, for his efforts to control brambles at the recreation ground. Action Clerk.
- Cornhill insurance to be asked whether BTC's insurance covers accidents incurred by footballers. Action Clerk.
- MDDC reacted quickly to Cllr Bristow's request for grass cutting.

There being no other business, the Chairman closed the meeting at 9.30 p.m.

The next meeting will be at the Public Hall, on Tuesday 7 October 2003 at 7.00pm.

## **BAMPTON TOWN COUNCIL**

MINUTES OF THE ORDINARY MEETING HELD IN THE ALBERT FOWLER ROOM OF THE PUBLIC HALL ON TUESDAY 5 AUGUST 2003

THE CHAIRMAN OPENED THE MEETING AT 7.00 P.M.

Public Forum – None.

Meeting of the Town Council

1. Attendance – C Russell (Chairman), T Barthram, M Elcock, P Wood, K Jarratt, Polly Colthorpe (District Councillor) and G. Symons (Clerk). Apologies were received from K Bristow, C Lewis-Davis, C Ayres and F Stoner.

2. Minutes of the ordinary meeting held on 8 July 2003

- The minutes, having been previously circulated, were agreed and signed by the Chairman.

3. Matters arising from the above minutes

- A meeting has been held with MDDC to improve grass cutting in Bampton.
- MDDC were very helpful and a letter of thanks is to be sent. Action Clerk.
- Grass cutting is still to be done in Barnhay.
- The visibility splay at Petton Cross requires a cut.

#### 4. Matters arising from the circulation file

- The Coach Drivers Club yearbook,
- No advertisement to be included for this year.
- A reassessment to be made for next year.

#### 5. Reports from committees and sub-committees

- Bampton enhancement scheme
- A site meeting has been held with the following initial thoughts,
- The burying of the overhead cables in Brook Street, should be considered. The cost could be reduced considerably if the scheme is incorporated in with the flood defence scheme. The removal of the service poles would provide the opportunity for new, more appropriate, streetlights.
- Brook Street does not have any public seats. The only sites suitable would be outside Seddons and along the side of the Fish and Chip shop.
- The Hollett Garden although an attractive feature is rarely used. The sign on the fence could be reworded but the deeds need to be checked before any changes are made.
- A survey of the existing street signs needs to be made. The enhancement could then include new signs where required.
- Bampton in Bloom (Cllr Russell)
- The judging went well and the recycling bins on the streets did seem to count in favour, rather than against the Town.
- Cllr Russell was very impressed with the effort made by so many to make the Town look so attractive and felt that this years result deserved great credit to be given to all those involved.
- Play area in Station Road
- Weekly inspection check arrangements were agreed.

#### 6. District Council Liaison (Cllrs Wood and Colthorpe)

- Cllr Wood notified the meeting that his new address is 1 Valley View, Morebath EX16 9AJ.
- The siting of a hut from MDDC needs to be considered further.

#### 7. Police Liaison – None.

#### 8. Correspondence

- 8.1 From MDDC – requesting nominations to attend Chairman’s receptions. Action Clerk.
- 8.2 From MDDC – giving details of a play area grant. Committee to make a proposal for a scheme. Agenda item for next month. Action All.
- 8.3 From NHS seeking support the Royal Devon and Exeter Healthcare NHS Trust becoming a NHS Foundation Trust. Suggest a public meeting. Action Clerk.
- 8.4 From DDC – concerning a new finger sign to Raddington, the Watchet direction sign leaving Bampton and the leat in Brook Street. The state of the paving and M/H outside Costcutters to be raised with DCC. Action Clerk.
- 8.5 From Stags – enclosing a copy of proof of evidence to be put before the inspector at the Local Plan enquiry concerning the old allotments.

#### 9. Planning

- 9.1 Application 4/01/2003/1915 – erection of 10 No dwellings at Ashleigh Park. Agreed on the assumption that although there were not any two-bedroomed properties, some affordable houses were included and that the scheme will be used to solve existing surface water runoff problems.
- The Town Appraisal supports additional housing in Bampton.

- The site is a suitable extension to the existing adjacent properties
- The development will not have an injurious effect on the Town.

#### 10. Finance

- 10.1 Credits (not including bank interest payments)
- £244.20 & £83.78 – donations from the car park.
- 10.2 Debits – It was agreed to pay the following accounts:-
- S Kelland, grass etc – £451.19 Cheque 100838
- Landscaping and GM Ltd, rec grass - £68.56 Cheque 100839
- Mid Devon Assoc of PC's, subscription - £20.00 Cheque 100840
- 10.3 Balances
- The balance in the treasurer's account will be £707.72 after all cheques have cleared.
- The balance in the premium account is £174.05.
- The balance in the Scottish Widows account is £12,587.30.
- 10.5 Any other business
- A copy of the accounts to be submitted to internal and external audit were approved and signed by the Chairman and the RFO.

#### 11. Recreation Ground – nothing to report

#### 12. Bampton Fair Agent's fees

- Because of increased costs, it was agreed that the fees paid should be on the gross income and not the net income.

#### 13. Bampton Public Hall

- The AGM is to be held on 19 August 2003.

#### 14. Duration of BTC meetings

- It was agreed that meetings should be allowed to last as long as necessary to complete the agenda.
- Standing orders recommend that meetings should not last longer than two and a half hours.
- All Councillors should be conscious of keeping future meetings to a minimum duration.

#### 15. Any other business

- Cllr Barthram gave advance apologies for not being able to attend the next meeting.

There being no other business, the Chairman closed the meeting at 9.10 p.m.

The next meeting will be at the Public Hall, on Tuesday 2 September 2003 at 7.00pm.

## **BAMPTON TOWN COUNCIL**

MINUTES OF THE ORDINARY MEETING HELD IN THE ALBERT FOWLER ROOM OF THE PUBLIC HALL ON TUESDAY 8 JULY 2003

THE CHAIRMAN OPENED THE MEETING AT 7.00 P.M.

#### Public Forum

Gary Pilling (MDDC Waste Management – Cleansing & Transport Manager) attended to discuss the following.

- BTC were grateful for MDDC's prompt action taken following a recent site meeting.

The new layout of the bins is working well.

- MDDC are interested in BTC managing the cleaning of the toilets in Bampton as follows,
  - MDDC would pay BTC a fixed sum and provide a specification, a job description and all necessary materials and equipment.
  - BTC would in effect become a Contractor but the person hired would be self-employed and not an employee.
  - MDDC would save costs, BTC would have control of the standards achieved, and BTC could use the same person to carryout other jobs.
  - Shillingford would remain with MDDC.
  - The experiment would be for a trial period.
  - All Councillors agreed that this would be a useful exercise.
  - A site meeting is to be arranged with MDDC and the new operative when found.
- Action KB and Clerk.

#### Meeting of the Town Council

1. Attendance – K Bristow (Chairman), T Barthram, M Elcock, C Lewis-Davis, C Russell, P Wood, Polly Colthorpe (District Councillor) and G. Symons (Clerk). Apologies were received from C Ayres and F Stoner.

2. Minutes of the ordinary meeting held on 3 June 2003

- The minutes, having been previously circulated, were agreed and signed by the Chairman.

3. Matters arising from the above minutes

- As agreed at the last meeting Ken Jarratt has been invited and has accepted the offer to be a Councillor. A declaration of acceptance has been received and a register of interests submitted to MDDC.
- Joan Fagg requested by letter for the following amendments,
- Item 2 - Joan set up tables representing: Bampton Society, P3 footways display, a poster informing people where they can view the new Draft Public Access maps and a display for the Millennium Green.
- Item 4 – Joan challenged the need for the proposed DCC survey of Devon footpaths that seems to ignore the annual surveys by the P3 Groups. Joan will be voicing, with our agreement, that there would appear to be a duplication of effort and a waste of money.

4. Matters arising from the circulation file – None.

5. Reports from committees and sub-committees

- Active Lifestyle Project (MDDC)
- Cllr Bathram attended a meeting of the above that is intended to create sports for all.
- The project is at an early consultation stage but is worth following as there may be benefits for this Parish.
- Bampton Open Day
- Cllr Bathram reported that the date for the event is Monday 25 August and would include a fun race and a duck race with the other usual activities except for the pony race.
- It was agreed to contribute towards the event by funding the insurance costs, should there be a financial need. Action TB.

- Bampton Public Hall
- Cllr Lewis-Davis attended the meeting held on 23 June.
- Kelly Beeston obtained agreement to rent the Public Hall car park for the Fair for the next ten years.



- The date for the AGM is 19 August at 7.30 p.m.
- Agenda item for next month
- Bampton in Bloom (Cllr Russell)
- The date for judging is 21 July that unfortunately clashes with bin day. It was agreed not to try to alter arrangements.
- Other issues are in hand and the Town should be ready in time.
- MDAPC (Cllr Russell)
- A new Chairman has been appointed.
- Annual fees are to be reduced.
- The next meeting will focus on public transport with guest speakers and is open for all to attend.
- The subsequent meeting will focus on planning issues again with guest speakers and open to all.
- A councillor is being sought as a rural parish representative on the MDDC planning committee.
- Play area in Station Road
- Weekly inspection check arrangements were agreed.
- Cllr Jarratt agreed to join the Play Area Committee.
- Cllr Bristow has carried out repairs to the shelter and fencing.
- The existing plants behind the shelter are causing problems. A site meeting is to be held to judge whether they should be thinned or removed. Action KB.

#### 6. District Council Liaison (Cllrs Wood and Colthorpe)

- A letter of complaint has been received concerning excessive noise from the play area.
- Dogs barking late at night from Lords Meadow has also been reported.
- Both above issues can be raised with Andy Auger.
- Grass cutting at Ashleigh Park is unsatisfactory. A meeting with MDDC to be arranged for 15 July at 10 a.m. Action Clerk.

#### 7. Police Liaison – None.

#### 8. Correspondence

- 8.1 From MDDC – Wednesday 17 September at noon is the time set for Stags to represent BTC at the Mid Devon Local Plan Public Inquiry. A letter to be sent to Stags giving BTC's reasons for action. Action Clerk.
- 8.2 From MDDC – giving details of the Bampton Open Day road closure.
- 8.3 From Bevan Ashford – renewal of lease for Bampton Fair. O.K. to sign and return. Copy to Kelly Beeston. Action Clerk.
- 8.4 From MDDC – concerning contributions to save closures of public conveniences. Agreed to confirm an earlier decision to part fund the toilets in Brook Street.
- 8.5 From MDDC – requesting views on Area Committees. No real benefit realised at present. Action Clerk.
- 8.6 From Sue Larg – seeking support from BTC for a disabled parking space outside 8 Brook Street. It was agreed that the decision should be made by DCC. Action Clerk.

#### 9. Planning

- 9.1 Application 4/01/2003/1214 – variation of condition one of planning permission 4/01/99/3331 to allow continued siting of agricultural mobile home at Wonham Heights. (Additional information.) Agreed.
- This application will not have an injurious effect on the Town.
- There is a proven need to support this application.
- 9.2 Application 4/01/2003/1561 – erection of single storey extension to side elevation at Four Ponds, Bowden Lane. Agreed.
- This application will be a benefit to the property and will not have an injurious effect

on the Town.

- The application will not impact on other properties.

## 10. Finance

- 10.1 Credits (not including bank interest payments)
  - £26.00 & £6.00 – Allotment rental.
  - £1709.82 – Bampton in Bloom.
- 10.2 Debits – It was agreed to pay the following accounts:-
  - Landscaping and GM Ltd, rec grass - £68.56 Cheque 100833
  - S Kelland, grass etc – £293.75 Cheque 100834
  - Otter Nurseries, Bampton in Bloom - £2009.06 Cheque 100835
  - M. Lane & Son Ltd, notice board - £1446.43 Cheque 100836
  - Bampton Public Hall, room fees - £36.00 Cheque 100837
- 10.3 Balances
  - The balance in the treasurer's account will be £163.93 after all cheques have cleared.
  - The balance in the premium account is £173.86.
  - The balance in the Scottish Widows account is £13,686.99
- 10.5 Any other business
  - A budget for 2003/04 was presented and discussed.
  - Possible use for the working excess to be considered and monitored monthly. (As in previous years.) Action All.

## 11. Recreation Ground – nothing to report

## 12. Land around the Motte and Bailey

- The ownership of the fencing is considered to be the responsibility of the landowner. This is to be confirmed with Paula Thomas.
- It was agreed that
  - BTC should accept the offer to be given the land free of charge except for legal fees.
  - That a price should be obtained for the repair of the fence. Action KB.
  - The land should be used to create a dog walking area.
  - Alternative fencing layouts should be considered, in order to segregate the children's play area and the football pitch from the dog walking area.

## 13. Bampton Youth Club – site for a hut

- The recreation ground is considered to be the best location.
- Ground contours to be checked to locate a site that could accommodate a hut 30 foot by 10 foot without excavation.
- Agreement with English Heritage will have to be gained.

## 14. MDDC funded enhancement scheme

- The following items to be submitted to MDDC for consideration
  - Placing overhead cables underground in Brook Street.
  - Provision of planters and seats e.g. outside Seddons.
  - New directional signs.
  - A working party (Cllrs Barthram and Jarratt and the Clerk) to provide details and produce a report.

## 15. Any other business

- Parking in Back Street and speeding vehicles through Petton are problems to bring to Andy Auger's attention once again.
- A bus shelter used to be sited at Petton Cross. A new shelter is needed. Action Clerk.
- DCC to be contacted concerning removal of arisings from grass cutting at South

Molton Road, loose paving slabs outside 35A Brook Street, kerbs loose and missing at the entrance to Ashleigh Park and potholes on the road between Doreen Jones and Scott's. Action Clerk.

- Fair Agent's fees to be an agenda item for next month. Action Clerk.

There being no other business, the Chairman closed the meeting at 10.50 p.m.

The next meeting will be at the Public Hall, on Tuesday 5 August 2003 at 7.00pm.

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## **BAMPTON TOWN COUNCIL**

MINUTES OF THE ORDINARY MEETING HELD IN THE ALBERT FOWLER ROOM OF THE PUBLIC HALL ON TUESDAY 6 MAY 2003

THE CHAIRMAN OPENED THE MEETING AFTER THE AGM.

Public Forum – None.

Meeting of the Town Council

1. Attendance – K Bristow (Chairman), C Ayres, T Barthram, M Elcock, C Lewis-Davis, C Russell and P Wood and G. Symons (Clerk). No apologies were received.
2. Minutes of the ordinary meeting 8 April 2003
  - The minutes, having been previously circulated, were agreed and signed by the Chairman.
3. Matters arising from the above minutes
  - Item 1 of the minutes – J Harvey's name to be added to the list of those attending.
4. Matters arising from the circulation file
  - The method of circulating the circulation file was agreed.
  - It was agreed that mid-month planning meetings will be required on some occasions.
  - It was agreed that when a Councillor makes a planning application,
  - The application, when not discussed at a meeting but circulated by hand from house to house, should not be circulated to the Councillor for comment,
  - The Clerk is to inform the Councillor that the application is being circulated, to allow the opportunity to register their interest.
5. Reports from committees and sub-committees  
Bampton in Bloom
  - Troughs are now made and planting will be at the end of May. 9,
  - Working parties are working well.
  - Play area in Station Road
  - Playline to be contacted – where is the repaired spring animal? Action Clerk.
  - The resurfaced entrance is causing ponding of surface water. A site visit is required. Action KB and PW.
  - The swings need adjustment. Action KB and PW.

- The shed has been vandalised. Action KB and PW.
- The surfacing is deteriorating and safety grass is the preferred option to both solve the maintenance problem and to provide for future development.
- Allotments
- Rental from most of the sites is now collected.
- The rent rise from £3 to £5 is now introduced and has not caused a problem.
- Motte and Bailey
- A letter to be sent to the owners of the land surrounding the site to indicate that BTC are no longer interested in purchasing their land. Action Clerk.

#### 6. District Council Liaison

- Cllr Wood was welcomed as our new District Councillor.
- The other Councillor elected to serve Clare and Shuttern Wards, is Polly Colthorpe whom is willing to attend our meeting if required.
- Cllr Wood is keen to take BTC issues to the District Council on our behalf.
- Cllr Colthorpe to be invited to attend a meeting once District Councillors have been assigned to Committees.

#### 7. Police Liaison

- Andy Auger attended with the following matters arising,
- Less traffic cones to be used at the next Fair. Cones in West Street plus any other sites required by the Working Group. AA to be invited to attend this meeting. Action Working Group.
- AA is now a "Neighbourhood Beat Manager", will be spending more time in Bampton and is looking for a local office.
- A list of the new Councillors is to be sent to AA. Action Clerk.

#### 8. Correspondence

- 8.1 From Bevan Ashford concerning the terms included in the new lease for the Fair as follows.
  - Term of 10 years from 1 June 2003
  - Nominal rent of £100.00 per annum to be paid to the Lord of the Manor.
  - BTC to distribute the balance of the tolls received between local charities in Bampton.
  - BTC to pay the Landlord's costs of the new lease.
- 8.2 From DAPC giving notice of the new "Audit and Accounts Regulations 2003".
- 8.3 From The Audit Commission – papers relating to the next annual audit. Action Clerk.
- 8.4 From MDDC relating to the Local Plan inquiry. Phillip Kerr from "Stags", who is acting for BTC, will have this information.
- 8.5 From Bruce Freeman of DCC requesting use of the recreation ground in the summer for use by supervised meetings of the Senior Youth Club. O.K. but a check to be made with the Football Club. Action Clerk.
- 8.6 From DCC inviting to provide a visit by their mobile internet café. Not thought to be necessary with the training already available in Bampton.
- 8.7 From MDDC giving a refusal to our application for grant aid for our new visitors guide. Other grants to be sought. Action Clerk.
- 8.8 From Bridget Froud requesting use of Station Road car park on Monday 25th August and a grant for insurance cover all for Bampton Open Day. All agreed. Action Clerk.

#### 9. Planning

- 9.1 Application 4/01/2003/872 – erection of detached carport/shed at Crispin

House, Fore Street. Agreed.

- 9.2 Application 4/01/2002/843 – erection of a chimney at 18 Ashleigh Park. Agreed.
- 9.3 Application 4/01/2003/705 – erection of two storey extension to rear and first floor extension to side at Rows Farm. Agreed.
- 9.4 Application 4/01/2003/715 and 716/LBC – application and LBC for the conversion of barn to a dwelling to include erection of conservatory/extension at the rear of 19 Briton Street. Agreed.
- 9.5 Application 4/01/2003/771 – erection of general purpose agricultural building at Barricane Farm, Shillingford. Not agreed.

## 10. Finance

- 10.1 Credits (not including bank interest payments)
  - £26.00 – allotment rent.
- 10.2 Debits – It was agreed to pay the following accounts:-
  - Playground Management Ltd, H & S report - £264.38 Cheque 100823
  - Allianz Cornhill Insurance PLC, annual insurance - £325.14 Cheque 100824
  - Devon Playing Field Association, fees - £15.00 Cheque 100825
  - SLCC, audit advice notes - £17.99 Cheque 100826
  - Landscaping and GM Ltd, rec grass - £68.56 Cheque 100827
  - Bevan Ashford, Fair lease fees - £446.00 Cheque 100828
  - Scottish Widows, transfer/investment - £14,000.00 Cheque 100822
- 10.3 Balances
  - The balance in the treasurer's account will be £952.18 after all cheques have cleared.
  - The balance in the premium account is £173.47.
  - The balance in the Scottish Widows account is £15,686.99
- 10.5 Any other business
  - It was agreed to obtain a new bank mandate to allow all Councillors to sign cheques. Action Clerk.

## 11. Recreation Ground

- It was agreed that the only site worth pursuing was the existing recreation ground together with the adjoining field and that any specific requirements to satisfy archaeological investigations should be sought and built into the plan.
- The option to purchase the land should be pursued further.

## 12. Co-option of additional Councillor

- It was agreed to invite persons known to be interested to write to the Clerk in time for next month's meeting. Agenda item for next month - Action Clerk.

## 13. Any other business

- Refuse bin inside the play area at Station Road to be an agenda item. Action Clerk.

There being no other business, the Chairman closed the meeting at 10.00 p.m.

The next meeting will be at the Public Hall, on Tuesday 3rd June 2003 at 7.00pm.

MINUTES OF THE ORDINARY MEETING HELD IN THE ALBERT FOWLER ROOM OF THE PUBLIC HALL ON TUESDAY 8 APRIL 2003

THE CHAIRMAN OPENED THE MEETING AT 7.00 P.M.

Public Forum

- Celia Hicks attended to discuss issues relating to the planning application for three wind turbines. Celia was referred to MDDC for more information that BTC were not able to provide.
- Joan Fagg on behalf of Colin Fagg reported that the annual footpath survey was complete. Assistance from Bampton Society proved to be exceedingly helpful. Joan was asked to convey BTC's thanks to Colin.
- Joan also reported that sales from the footpath booklet together with a contribution from Bampton Society enabled £100.00 to be added to the Footpath Fund. Action Clerk.

Meeting of the Town Council

1. Attendance –J Rudd (Chairman), P Marley, L Edworthy, K Bristow, C Ayres, C Russell and Paul Edwards (Chief Executive to MDDC) and G. Symons (Clerk). Apologies were received from J Harvey, F Stoner, M Vellacott.

2. Minutes of the ordinary meeting 4 March 2003

- The minutes, having been previously circulated, were agreed and signed by the Chairman.

3. Matters arising from the above minutes – None.

4. Matters arising from the circulation file – None.

5. Reports from committees and sub-committees.

- Bampton Fair Working Group
- A meeting has taken place and innovations are being considered.
- Bampton in Bloom
- Tiding up is taking place but more volunteers would be appreciated.
- The plant order has been made.
- MDAPC
- Fees are to be reduced to attract more Councils to join.
- Intent to address local issues.
- Will hold an AGM in June.
- Play area in Station Road
- The new surfacing to the entrance has been arranged. The cost of the materials has been donated by DCC as a gesture, and the labour has been a gesture from South West Highways. Letters of thanks to be sent. Action Clerk.
- Deposited rubbish is still a problem.
- Allotments
- Rental to be collected. Action CR.
- A rent rise from £3 to £5 should be considered.
- Steve Kelland to be asked to cut the grass bank. Action Clerk.
- Motte and Bailey
- No burning issues but Jonathan Hill to be contacted. Action CR.

6. District Council Liaison

The following topics were discussed with Paul Edwards

- A recent planning application in Back Street.

- BTC's desire to keep the toilets in Brook Street.
- Market and Coastal Towns Initiative as a possible source for grants.
- Paul Tucker is the new Grants Officer at MDDC and a useful point of contact.
- The new Exe Vale Leisure Centre that is a credit to the area.

## 7. Police Liaison

- Andy Auger attended and explained the new neighbourhood beat policy that allows him to cover half his previous area.
- Statements are required before he can pursue damage to the new seats.
- A note has been made of the problems associated with cars parked on the pavement on Castle Street.
- Alan Mitchard of DCC to be contacted if changes are recommended for parking times in Castle Street.

## 8. Correspondence

- 8.1 From MDDC giving the result of the un-contested election for BTC Councillors.
- 8.2 From MDDC giving a notice of Poll for two District Councillors for the Clare and Shuttern Ward.
- 8.3 From MDDC requesting details of properties flooded in past years. This information to be added to a database. Action CR, CA, and Clerk.
- 8.4 From Society of Local Council Clerks suggesting BTC join to gain access to information required to run a Council. The decision to be deferred to the new Council. Action Clerk.
- 8.5 From Tom Macmanamon giving two suggested front covers to the new Town Guide. One of the designs was accepted.
- 8.6 From DCC requesting details of improvements to passenger facilities that could be considered. The bus shelter at Shillingford to be given. Action Clerk.
- 8.7 From Community Safety Partnership Office supplying a report form to be used to report any anti-social behaviour. Action All.
- 8.8 From Celia Hicks requesting more information relating to the planning application for the three wind turbines. See Public Forum.
- 8.9 From John Gullidge thanking the Council for the surprise visit and the presentation of a plaque to wish him well in his retirement and to thank him for his contribution to the community for running the Post Office so well and for so long.
- 8.10 From Humphrey Berridge a presentation of photographs of the Kingdon Family receiving the presentation of the new seat located near the War Memorial and given by BTC in memory of Reg Kingdon.
- 8.11 From MDDC requesting details of local burial grounds. Action PM and Clerk.
- 8.12 From CCD – a questionnaire on rural trends. Action PM and Clerk.

## 9. Planning

- 9.1 Application 4/01/2003/766 – retention of use of agricultural buildings as stables at Coldharbour Farm. Agreed.
- 9.2 Application 4/01/2002/604 – extension to north elevation to provide foyer and WCs together with internal re-arrangement, provision of pitched roofs over existing flat roofs and new windows and fire exits at Bampton Public Hall. Agreed.
- 9.3 Application 4/01/2003/692 – application to reduce crown and crown lift branches to a yew tree protected by a TPO, at Mary Foxs House, Newton Square. Agreed but concern to be expressed to MDDC of the care needed to ensure the survival of the tree.
- 9.4 Application 4/01/2003/381/LBC – LBC to replace corrugated iron roof with slate and replacement of rafters at 19 Briton Street. Agreed.
- 9.5 Application 4/01/2003/510 – notification of intention to fell 1 Cedar and one Cypress tree within a conservation area at Littlebrook Cottage, Frog Street. Agreed.
- 9.6 Application 4/01/03/357 – a letter was received from MDDC giving details of the

reasons for not accepting our recommendation. DCC to be invited to a site visit with a copy of the letter to MDDC. Action Clerk.

#### 10. Finance

- 10.1 Credits (not including bank interest payments)
- £213.82 – car park donations.
- £15,000.00 – precept
- £100.00 – P3 booklet sales and donation from Bampton Society
- £2.90 – Western Power Distribution
  
- 10.2 Debits – It was agreed to pay the following accounts:-
- MDDC, Allotment rental - £20.00 Cheque 100819
- Landscaping and GM Ltd, rec grass - £66.56 Cheque 100820
- S Kelland, grass etc - £198.35 Cheque 100821
- Scottish Widows, transfer/investment - £14,000.00 Cheque 100822
  
- 10.3 Balances
- The balance in the treasurer's account will be £24.77 after all cheques have cleared.
- The balance in the premium account is £173.27.
- The balance in the Scottish Widows account is £2,686.99
  
- 10.5 Any other business
- It was agreed to accept a quotation from S Kelland to cut and collect the grass from the bank adjacent to the play area in Station Road at £20.00 and one other cut at £10.00. The cuts to be in June and September.

#### 11. Recreation Ground

- It was agreed that BTC should not proceed with the purchase of the land around the Motte and Bailey.

#### 12. Achievements of this Council in the last 4 years

- A summary was presented to the meeting and the items discussed.
- The visiting Chief Executive was very impressed with the range of topics addressed.
- A copy of the summary is attached to these minutes.

#### 13. Any other business

- The footpath at Bouchier Close requires maintenance. Action Clerk.
- Recommendations to MDDC for enhancement of Bampton to be left for the new Council. Action Clerk.
- It was agreed to allow a volunteer to paint in black, the gates to the Hollett Garden. Action CA.
- The sandbags can now be collected and the flood barrier removed in May. Action CR.
- Outstanding items include the repairs to masonry walls and the increase of voluntary parking charges from 20p to 30p. Action Clerk and KB.

There being no other business, the Chairman closed the meeting at 10.00 p.m.

The next meeting will be at the Public Hall, on Tuesday 6th May 2003 at 7.00pm.



# MINUTES OF THE ORDINARY MEETING HELD IN THE ALBERT FOWLER ROOM OF THE PUBLIC HALL ON TUESDAY 4 MARCH 2003

THE CHAIRMAN OPENED THE MEETING AT 7.00 P.M.

## Public Forum

Messrs R.Kellar, R.K.F.Courage and A. Lee and Mrs J Fagg attended and gave details of their arguments against this Council's decision to approve the planning application for three wind turbines at Nine Ash Cross. The Council was requested to reconsider their decision. The Chairman thanked the above for their contribution. See item 3 below.

## Meeting of the Town Council

1. Attendance –J Rudd (Chairman), P Marley, L Edworthy, K Bristow, J Harvey, C Ayres, F Stoner and M Vellacott (District Councillor) and G. Symons (Clerk). Apologies were received from C Russell.
2. Minutes of the ordinary meeting 4 February 2003 and the site and planning meeting 12 February 03
  - The minutes, having been previously circulated, were agreed and signed by the Chairman.
3. Matters arising from the above minutes
  - Following the above Public Forum, it was agreed not to change the decision on the wind turbine application. Also BTC did not have an extension of time in which to make further comments.
4. Matters arising from the circulation file - None
5. Reports from committees and sub-committees.
  - Bampton Fair Working Group
  - The Public Hall car park is now available for the Fair.
  - New ideas are being formulated.
  - The rights of stall holders need to be investigated. Action Clerk.
  - Bampton in Bloom
  - New troughs are proposed for the bridge.
  - The planting design and the ordering of plants is progressing.
  - Public Hall Committee
  - The Chairman attended a recent meeting of this Committee,
  - The interior design and the planning of the refurbishment are going extremely well.
  - Tremendous effort is being made to obtain grants for the above.
  - The Hall car park can be used for Bampton Fair 2003.
  - A copy of the minutes the meeting and the audited accounts of the Hall was requested.
6. District Council Liaison
  - Cllr Vellacott reported that the new Exe Vale Leisure Centre was very impressive and had incorporated many eco-friendly features. Also the centre had a variety of charges e.g. season tickets and cheaper group rates.
7. Police Liaison
  - Andy Auger was invited to the next meeting but was unable to attend.
8. Correspondence
  - 8.1 From MDDC offering grants for the improvement of play areas. It was agreed to seek funds to provide safety surfacing for the balance beams and log walk materials

already purchased. Should insufficient grant and BTC funds be available the grant money to be used for the resurfacing of the entrance. Action Clerk.

- 8.2 From MDDC seeking agenda items for the annual Clerk's meeting with MDDC. No items were required.
- 8.3 From Mr and Mrs Hicks requesting repairs to stonework at the Stage. Action KB.
- 8.4 From MDDC concerning the "Recycling Roadshow" in Tiverton on 15th March.
- 8.5 From Bevan Ashford enclosing correspondence concerning progress of the renewal of the Fair lease.
- 8.6 From Devon and Cornwall County Training Partnership, a questionnaire concerning support training provision. Action Clerk.
- 8.7 From DCC confirming that the drains in South Molton Road have been checked and cleared.

## 9. Planning

- 9.1 Application 452022879 – installation of three wind turbines at Nine Ash Cross. Agreed but see above and notes of minutes dated 12/3/03.
- 9.2 Application 4/01/2002/2623 – erection of garage and storage building with workshop over at Manor Mill House. Agreed.
- 9.3 Application 4/01/2003/268 – felling of a Robina and Prunus tree at 2-4 Brook Street. Agreed.
- 9.4 Application 4/01/2003/314 – outline for the erection of a dwelling at land r/o former Barleycorn Inn. Not agreed as insufficient information was supplied and the ownership of the land was in question.
- 9.5 Application 4/01/2003/357 – change of use from domestic garage to florist shop at Back Street. Not agreed as the entrance is in an unsuitable location for pedestrians, Back Street is a local trouble-spot for cars etc blocking the highway and a possible fire escape hazard exists on the first floor.
- 9.6 Application 4/01/2003/373 – erection of conservatory and single storey extension at Higher Court Green. Agreed.
- 9.7 Application 4/01/2003/371 – conversion of redundant farm building into two holiday cottages at Wonham Kiln. Agreed.
- 9.8 Application 4/01/2003/475 – erection of single storey extension at Mellow Mead, Mary Lane. Agreed. Councillor Bristow registered an interest and took no part in the decision.
- 9.9 Scotts Quarry,
  - MDDC (Jenny Clifford) have expressed several concerns about this application and will be requesting the views of this Council.
  - BTC share the above views.
  - BTC would welcome a copy of the applicant's reply to the above and in particular with reference to
    - the pedestrian/cyclist access into Barnhay
    - and the proposed use of Pithill Quarry.

## 10. Finance

- 10.1 Credits (not including bank interest payments) – None.
- 10.2 Debits – It was agreed to pay the following accounts:-
  - Bampton Pre School, replacement of cheque 100790 - £82.00 Cheque 100813
  - MDDC, planning application for Public Hall - £110.00 Cheque 100814
  - South West Water, annual charges – £108.54 Cheque 100815
  - Landscaping and GM Ltd, rec grass - £66.56 Cheque 100816
  - DAPC and LCR annual charges - £221.59 Cheque 100817
  - C Fagg, P3 petty cash - £60.00 Cheque 100818

- 10.3 Balances
- The balance in the treasurer's account will be £657.08 after all cheques have cleared.
- The balance in the premium account is £173.08.
- The balance in the Scottish Widows account is £2,658.11
- 10.4 The contingency fund for 2002/2003
- The yearend will result in a reserve/excess of approximately £2000 after taking into account all committed expenditure.
- 10.5 Any other business
- It was agreed to accept a revised quotation from Landscaping and Grounds Maintenance Ltd for the cutting of grass at the recreation ground at £700.19 during 2003/04, an increase of 3%.
- It was agreed that we could not afford a grant towards Tiverton Tourist Information Centre – their undated letter referred.
- It was agreed to pay an additional £145 plus VAT to have the twinning details added to a new notice board for Brook Street from Malcolm Lane and Son Ltd – Feb minutes refer. Bampton Twinning Association has agreed to pay £72.50 towards the extra cost.

#### 11. Recreation Ground

- A meeting has been held with the School. The complicated land ownership and financing arrangements are unlikely to fit with the needs of the Steering Group.
- Sarah Duffin to contact DCC to check their potential involvement.

#### 13. Any other business

- A new date is required for the community skip. April 6th or 13th is preferred. Action Clerk.
- A framed certificate is to be presented to John Gullidge to recognise his long (over 50 years) service to the people of Bampton with the running of the Post Office. An impromptu presentation to be on Tuesday 18th March at 12 noon. Action Chairman and All.
- Following the above presentation, the unveiling of the commemorative seats to Reg Kingdon and to Bert Hookins to take place at the War Memorial. Both families to be invited to attend. Action Chairman and All.
- Tiverton Gazette to be invited to both presentations. Action PM.
- Cllr Stoner was disappointed that the Police did not attend this meeting, as the parking in Castle Street is a major problem that needs to be addressed.

There being no other business, the Chairman closed the meeting at 10.25 p.m.

The next meeting will be at the Public Hall, on Tuesday 8th April 2003 at 7.00pm.

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### **BAMPTON TOWN COUNCIL**

MINUTES OF THE ORDINARY MEETING HELD IN THE ALBERT FOWLER ROOM OF THE PUBLIC HALL ON TUESDAY 4 FEBRUARY 2003

THE CHAIRMAN OPENED THE MEETING AT 7.00 P.M.

Public Forum – None.

Meeting of the Town Council

1. Attendance –J Rudd (Chairman), P Marley, L Edworthy, K Bristow, C Russell and G. Symons (Clerk). Apologies were received from, C Ayres and M Vellacott (District Councilor).

2. Minutes of the ordinary meeting 7 January 2003

- The minutes, having been previously circulated, were agreed and signed by the Chairman.

3. Matters arising from the last minutes

- Road salt bins are now in place at West Street and at Ashleigh Park. A letter of thanks to be sent with a reminder of the other bins requested. Action Clerk.
- It was agreed to adopt the steel framed notice board quotation from Malcolm Lane and Son Ltd at £1086.00 plus VAT. Because of the very poor condition of the notice board in Brook Street, it was agreed to make the purchase as soon as possible. Action Clerk.

4. Matters arising from the circulation file - None

5. Reports from committees and sub-committees.

- Play area in Station Road.
- A site meeting has been held with Playline Ltd. A quotation for safety grass is awaited.
- Bampton Fair Working Group
- A useful meeting has been held with research from Kelly Beeston being presented.
- Lack of space inhibits future ideas for development of the fair.

6. District Council Liaison- None

7. Police Liaison

- Andy Auger to be invited to the next meeting to discuss parking and other issues. Action Clerk.

8. Correspondence

- 8.1 From MDDC inviting to a one-day course on the inspection of children's playgrounds. Agreed to request a place for one at approximately £56.00. Action Clerk.
- 8.2 From DAPC inviting nominations to attend the annual Royal Garden Party. The Chairman's name to be given. Action Clerk.
- 8.3 From Exeter East and Mid Devon Victim Support requesting a grant. It was agreed not to donate in this instance.
- 8.4 From Exe Area Committee requesting items for their next agenda. Action CR.
- 8.5 From W. E. Hampton concerning parking problems in Castle Street. The matter to be discussed with the Police at our next meeting. Action Clerk.
- 8.6 From MDDC requesting comments on the proposed closure of the toilets in Brook Street in order to make budget savings. It was agreed that previous closures caused problems for the local residents, and to protect the unit from closure BTC should offer a contribution towards the annual maintenance bill of £430. Action Clerk.
- 8.7 From DCC concerning,
  - New speed limit signs that are being installed.
  - A bid for funding a traffic calming scheme in School Close.
  - A site meeting to discuss the bus stop in Brook Street (10.00a.m. on 12.2.03).
  - A warning sign for the entrance to the recreation ground.
- 8.8 From Mrs Fagg giving another source for possible grant funding of a new visitor's guide to Bampton.
- 8.9 From the Information Commissioner approving our Publication Scheme until 28.2.07.

## 9. Planning

- 9.1 Application 4/01/2002/2689/CAC – conservation area consent for the demolition of outbuildings at 3 Mary Lane. Agreed that the outbuildings/sheds could be demolished but not the garage. (The proposal will be a benefit to the property but the demolition of the garage may have an adverse effect on the local parking arrangements.) Cllr Bristow registered an interest in the application and took no part in the decision.
- 9.2 Application 4/01/2002/2439 and 2569/LBC – additional drawing and listed building consent for roofing over open yards to form extensions to laundry and staff room at Castle Grove Retirement Home. Agreed. (The proposal will not have any adverse effects on the property or the Town.) Cllr Bristow registered an interest in the application and took no part in the decision.
- 9.3 Application 4/01/2003/5 – erection of stables for domestic use at Higher Court Green. Agreed. (The proposal will not have an adverse effect on the property or the Town.)
- 9.4 Application 4/01/2003/14 – notification of intention to carry out works to 2 No trees in a conservation area at 47 Brook Street. Agreed. (The proposal will not have any adverse effects on the property or the Town.)

## 10. Finance

- 10.1 Credits (not including bank interest payments)
- MDDC grant towards the recreation ground survey - £462.50
  
- 10.2 Debits – It was agreed to pay the following accounts:-
- Landscaping and GM Ltd, rec grass - £66.56 Cheque 100808
- F Connock, P3 training - £8.00 Cheque 100809
- Bampton Community Project Steering Group, MDDC grant - £462.50 Cheque 100810
- Audit Commission, fees – 141.00 Cheque 100811
- Bampton Public Hall, room hire fees £36.00 Cheque 100812
  
- 10.3 Balances
- The balance in the treasurer's account will be £397.62 after all cheques have cleared.
- The balance in the premium account is £172.85.
- The balance in the Scottish Widows account is £3,658.11
  
- 10.4 The contingency fund for 2002/2003
- The yearend will result in a reserve/excess of £2000.
- It was agreed that sufficient reserves existed to purchase a new notice board for Brook Street from Malcolm Lane and Son Ltd at £1086.00 plus VAT. See also item 3. Above.

## 11. Recreation Ground

- No progress has been made. The site does not seem suitable for redevelopment due to the result from the archaeological survey.
- Should another site be found a public meeting would be held to update the community.

## 13. Any other business - None

There being no other business, the Chairman closed the meeting at 10.00 p.m.

The next meeting will be at the Public Hall, on Tuesday 4th March 2003 at 7.00pm.

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## **BAMPTON TOWN COUNCIL**

MINUTES OF THE ORDINARY MEETING HELD IN THE ALBERT FOWLER ROOM OF THE PUBLIC HALL ON TUESDAY 7 JANUARY 2003

THE CHAIRMAN OPENED THE MEETING AT 7.00 P.M.

Public Forum – None.

Meeting of the Town Council

1. Attendance – J Rudd (Chairman), L Edworthy, K Bristow, C Ayres, C Russell, M Vellacott (District Councillor) and G. Symons (Clerk). Apologies were received from, P Marley.

2. Minutes of the ordinary meeting 3 December 2002

- The minutes, having been previously circulated, were agreed and signed by the Chairman.

3. Matters arising from the last minutes

- A meeting of the Fair Working Group to be arranged. Action JR.

4. Matters arising from the circulation file

- The new visitors guide has now been circulated and is agreed. A grant from MDCC has been sought and the front cover should be a modified version of the introduction on the top left corner of the new Town map.

- The "Greenbarnes" style notice board is the preferred option and a quotation to be obtained from "Care Village". Action Clerk.

5. Reports from committees and sub-committees.

- Play area in Station Road.

- "Play bark" safety surfacing suffers with contamination by dogs and is not a preferred option.

- The provision of rubber crumb as an alternative to bark is to be investigated. Action JR.

- It was agreed that the balance beams and stepping logs should be installed in Station Road. A quotation for insitu rubber to be obtained. Action Clerk.

- Bampton in Bloom

- Working parties are required.

- The summer planting scheme is at the design stage using a theory that fewer colours produce greater impact. Bampton in Bloom is not just a summer venture but is very much an all year round event.

6. District Council Liaison

- The next Police Partnership meeting will be 5 Feb. 2003.

- Police recommend additional lighting around Station Road.

- The pub notification scheme is working well.

7. Police Liaison - None

8. Correspondence

- 8.1 From Mr A Lee concerning recent correspondence relating to flooding at Ashleigh Park. An ongoing situation to be considered.

- 8.2 From DCC confirming the supply of additional salt bins as requested by BTC.

- 8.3 From MDCC relating to the timing of the use of financial contribution to play

areas from housing development.

- 8.4 From Bevan Ashford confirming the preparation of the renewal of the Fair lease.
- 8.5 From MDDC requesting information on any communities "by-passed" through the lack of road signs. None considered relevant from recent new road schemes.
- 8.6 From Bampton Players and Bampton Short Mat Bowling Club requesting a share of the Fair Tolls. As the tolls have already been distributed the request could not be accommodated.

## 9. Planning

- 9.1 Application 4/01/2002/2786 – retention of use of agricultural land as domestic access track and hard-standing at East Holcombe, Shillingford. Agreed. (The proposal will not cause any problems and will be a benefit to the property.)
- 9.2 Application 4/01/2002/2788 – change of use from retail to living accommodation and removal of shop front at 6 Luke Street. Agreed. (The proposal will not have any adverse effects on the Town and will enhance the elevation of the property.)
- 9.3 Application 4/01/2002/2623 – erection of garage and storage building with workshop over following demolition of existing garage building. Not agreed. (The proposal lies within a flood plain, conflicts with other curtilages within the property, will invade the privacy of other properties and involves the retention of a store whose removal was a condition of a previous planning application and thus increases the area of an existing building in a flood plain – contrary to EA policy.)
- 9.4 Application 4/01/2002/2702 – notification of intention to fell an acer tree within a conservation area at 6 Brook Street. Agreed. (The proposal will not have any adverse effects on the property or the Town.)
- 9.5 Application 4/01/2002/2707 – notification of intention to fell a horse chestnut tree and a silver birch tree within a conservation area at 1 National Terrace. Agreed. (As 2702 above.)
- 9.6 Application 4/01/2002/2730 – notification of intention to carry out works to a robinia tree within a conservation area at 19 Frog Street. Agreed. (As 2702 above.)

## 10. Finance

- 10.1 Credits
  - Anderton and Rowland £1500.00
  - Christmas trees and lights £168.00
- 10.2 Debits – It was agreed to pay the following accounts:-
  - St Michael's community Hall, grant - £750.00 Cheque 100800
  - Bampton Public Hall, grant £750.00 Cheque 100801
  - Friends of Exmoor Ponies, S137 - £47.70 Cheque 100802
  - Landscaping and GM Ltd, rec grass - £66.56 Cheque 100803
  - G Symons, overtime - £138.97 Cheque 100804
  - K Bristow, Christmas tree lights - £35.96 Cheque 100805
  - C Russell, Christmas trees - £36.97 Cheque 100806
  - J Rudd, Christmas tree materials – 35.93 Cheque 100807
- 10.3 Balances
  - The balance in the treasurer's account will be £950.86 after all cheques have cleared.
  - The balance in the premium account is £172.65.
  - The balance in the Scottish Widows account is £3,605.78
- 10.4 The contingency fund for 2002/2003
  - A summary of actual and predicted income and expenditure was presented to the meeting.

- The yearend will result in an reserve/excess of £2000 that compares with a start fund of £10,856.
- Total expenditure will be £23,000 compared with the precept of £13,000.
- The start fund and revenue from the BTC car park, allowed expenditure on community skips, repairs to the vandalised play area, additional street lights, a new Town map, grant aid to the Public Hall and the Community Hall and additional grass and litter maintenance.

- 10.5 Precept 2003/2004

- After careful consideration it was agreed to increase the precept to £15,000 for the following reasons,
  - The provision of community skips on two occasions per year should be continued.
  - A new visitor's guide to Bampton has been prepared and would benefit the Parish and Mid-Devon. A grant is being sought and further grants may be required. However, BTC may have to contribute to the project.
  - The provision of sporting and leisure facilities for the Parish is an important and ongoing priority and may require time and expenditure.
  - The provision of additional play equipment has been an ambition that has been frustrated by other expenditure e.g. repair costs of vandalism. However the desire to improve the play area still exists.
  - Grass cutting and other maintenance is a benefit to the Parish and should be continued.
  - Keeping the precept at £13,000 would barely cover basic costs that have greatly increased in recent years e.g. grass cutting.

- 10.6 Donations from the main car park

- It was agreed that the requested donation of 20p should be increased to 30p.

## 11. Recreation Ground

- The Governing Body of the Primary School has indicated an interest in principle to a partnership with BTC/Steering Group.
- A meeting will be arranged in the near future and it was agreed that the Clerk and Sarah Duffin from DCC should attend.
- A meeting has now taken place between BTC and Stags of Exeter to discuss the inclusion of the BTC land for residential use in the new Local Plan. Stags to provide advice in the near future.

## 13. Any other business

- It was agreed that Cllr Ayres could contact Bevan Ashford to check ownership of the rear wall to the car park in Brook Street.
- A list of highway drainage problems to be repaired by Cllr Russell. Action CR.
- Cars parked in and near to Newton Square are causing a dangerous situation during long periods of the day. It was agreed that Cllr Vellacott should raise the matter at the next Police Partnership meeting. Action MV.
- DCC to be asked of progress on the traffic calming in West Street/School Close. Action Clerk.
- EA to be contacted on progress on the flood alleviation scheme following recent press reports. Action Clerk.

There being no other business, the Chairman closed the meeting at 9.50 p.m.

The next meeting will be at the Public Hall, on Tuesday 4th February 2003 at 7.00pm.