

## BAMPTON TOWN COUNCIL

Draft Minutes of the Meeting of Bampton Town Council  
In the Albert Fowler Room, Riverside Hall on Tuesday 7<sup>th</sup> June, 2011  
Ann Guilfoyle, Town Clerk  
Thursday, 09 June 2011

**PUBLIC SESSION** No Members of the Public attended.

### REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

Cllr. Polly Colthorpe received confirmation of Snow/Gritting equipment requirements. She detailed various changes in DCC structure and reminded councillors of the Waste Core Strategy consultation in Tiverton on 5<sup>th</sup> July.

Cllr. Ray Stanley reported an improved MDDC financial situation with spending coming in below budget in several sectors. He updated the members about the Local Enterprise Partnership

### REPORT FROM PCSO MARTIN STEPHENS

No specific problems to report locally. Millennium Green is being regularly visited. Arrangements for Community Safety Day on 2<sup>nd</sup> July were discussed. A DCC Mobile youth centre will be present and could hopefully be a regular fixture. Changes in local police structure were outlined.

### MEETING OF THE TOWN COUNCIL

**Item 1 – Declarations of acceptance of office** by the newly co-opted councillors Kate Millen, Steve Russell, David Simper and John Wescott were handed to the Clerk

**Item 2 – Members Present** – Cllrs. Jo Frost, Les Hartley, Celia Hicks, Kate Millen, Lucie Moore, Steve Russell, David Simper, Francis Stoner and John Wescott. Ann Guilfoyle Town Clerk

**Item 3 – Apologies** - none

**Item 4 – Declarations of Interest** - none

**Item 5 – Revised delegation of councillors to sub-committees was agreed.** Cllr. Hartley proposed that two Councillors be assigned to each of the four proposed sub-committees with the chairman “floating” between as necessary. New List to be displayed on noticeboard, etc.

Approved

**Item 6 – Minutes of the meeting held on 3<sup>rd</sup> May, 2011**

Approved

**Item 7 – Matters arising from these Minutes not covered elsewhere**

Parish Plan – Cllr. Wescott volunteered to join the Steering Group

LH

Reg Kingdon Remembrance Seat – Memorial Plaque will be ready by the end of the week

Clerk

Access protection marking outside Bawdens – remedial action was discussed

Riverside Hall Lock up – Water supply to be connected this week. Structural inspection report was discussed and a further renovation quote obtained. **LM** Cllr. Stanley will check if building is listed.

### Item 8- Planning

The Issues & Options consultation document was discussed. Cllr. Simper and Cllr. Hicks will investigate any locally relevant matters

DS /CH

#### Applications Received:

Ref: 11/00080/FULL – Retention of concrete base for chicken sheds – Greenacres, Shillingford

Approved -  
As long as base is used as stated

Ref: 11/0822/LBC – LBC for replacement windows- 21 Briton Street

Approved

### Item 9 – Finance

a) Annual Return to the Audit Commission for approval - Cllr. Hartley to examine Schedule of Receipts and Payments for 2011 presented to councillors

LH

b) Cheques for Payment

574	R. White (BF Tolls – Lease)	£100
575	MDDC – Skip Hire	£625
576	DPFA – Training	£35
577	Ken White signs	£132
578	MJF Contractors (Grass – May)	£481.75
579	N Carder (Hollet Gdn – May)	£27
580	EJ & DL Holland (Bench Repair)	£75.52
581	K & S Fire Protection (RH Fire Extinguisher Service)	£66.00
582	D. McCarthy (pp Filmbank – RH Refund)	£94.80
583	Richard Evans (Auditor)	£25
584	Clerk (Salary & Expenses May)	£684.73
585	M. Morgan (Toilets May)	£310.00

Approved

c) Receipts and payments for May

**Balance brought forward** 53649.44

Receipts

MDDC – Toilet Grant	7284.69
Riverside Hall Refund	274.00
MDDC Rates refund	139.51
Toucan Contribution for Bampton Floral Fund	150.00

Riverside Hall Refund	<u>134.00</u>	<u>7982.19</u>
		45667.25

Payments

MDDC Rates	108.00	
Huntsham Street Party	50.00	
Barnhaven Street Party	50.00	
BACON Toll Grant	70.00	
SNP Playground Deposit	20040.00	
AF Room Hire	200.00	
BPP Steering Group Toll Grant	200.00	
Bampton Bus. Grp toll Grant	165.00	
M.Morgan Toilets May	300.00	
Frog Street Street Party	50.00	
MJF Grass Cutting May	451.00	
Clayhanger Street Party	50.00	
BFWG Toll Grant	200.00	
Clerks Salary & Expenses May	952.83	
Print Cartridges	41.26	
Bampton Drama Club toll Grant	100.00	
Adams & Ellicott	345.60	
ALPS Playground Training	60.00	
N. Payne (Hollett Gdn )	24.00	
T. Knagg Training Expenses	54.00	
Scotts Street Party	50.00	
N. Carder (Hollett Gdn. May)	<u>18.00</u>	<u>23579.69</u>
<b>Balance carried forward</b>		<b>£ 22087.56</b>
d) Bank Balances		
HSBC	£22087.56	
Scottish Widows	£15812.20	

e) Key Fund Account – It was agreed to approach HSBC for details of signatories **Clerk**  
f) Insurance – List of BTC Assets and valuations to be presented at next month’s Meeting **Clerk**

**Item 10 – Reports from committees and sub-committees**

Riverside Hall/Joint Hall Steering committee – nothing to report

Millennium Green/QEII Fields – Cllrs. Hicks outlined the QE11 project – further investigation is needed **SR/KM**  
Pump House - Preliminary Inspection required before proceeding with legal action **Clerk**

Station Road Playground – Cllr.Moore reported that final surfacing and extra work to new fencing was in hand  
It was agreed that completion date must be by 2<sup>nd</sup> July to coincide with Community Safety Day.  
A working group is being organised by Cllr.Moore to re-furbish existing equipment **LM**

Bampton Fair Working Group - Approval of cheque for £100 to Richard White as Lord of the Manor **Approved**  
It was agreed to set up a liaison meeting with the new sub-committee and the Tolly, Sherie Webber **LM/JF**

Emergency Planning - Snow/Gritting Equipment. Cllr. Hartley offered storage facilities.  
Request to move Grit Bin in Newton Square/Court – Cllr.Colthorpe has an increased locality budget to provide further grit bins, which must be placed and filled by BTC. It was agreed to approach MDDC to replace rusting metal dog bins with plastic versions. A survey of existing bins will be carried out by Cllrs.Hartley and Moore to submit to DCC and MDDC **Clerk**

Allotments – Cllr. Stanley was asked to chase MDDC Legal department for necessary documents **RS**

Bampton Floral Town – Cllr.Hicks reported successful planting of baskets and boxes. She agreed to follow up offer of extra help for existing watering crew **CH**

**Item 11 – Repair and Renovation of The Stage-** A meeting with FPR Landscaping to discuss their proposal has been arranged . Cllr.Moore will also obtain a further quote **LM**

**Item 12 - Community Safety Day – 2<sup>nd</sup> July, 2011** - Cllr. Hartley suggested moving the recycling bins to a less visually prominent position. Cllr.Moore is liaising with PCSO Martin Stephens on arrangements.

**Item 13 – Parish Lengthsman.** Cllr. Colthorpe confirmed re-organisation of DCC Highways, resulting in fewer visits from Parish Lengthsman. It was agreed to set up a meeting with Steve Lee to define latest arrangements and obtain a job description for the Parish Lengthsman . Cllr. Colthorpe was asked to press for assistance with the problem of overgrown foliage in front of New Buildings, clearing of foliage over road signs in South Molton Road and road surface water in Shillingford.

**Item 14 – Station Road Car Park repairs** - a further quote to be obtained **LM**

**Item 15 – New Burial Ground** – Cllr. Russell agreed to investigate ownership of suggested possible site **SR**

**Item 16– BTC Newsletter** – Clerk agreed to obtain quote for printing the Newsletter and options for delivery  
Items for inclusion - A request for a volunteer to deliver in Shillingford: details of new councillors: Volunteers for Gritting/salting: Community Safety Day/Playground opening : Clean Zones project **Clerk**

**Item 17 – Correspondence**

Letter from DCC re Parish Paths Partnership Scheme  
Letter from Ashfords re Pump House and copy of letter sent to tenant  
Letter from Neil Parish MP re representation made to MDDC on behalf of BTC  
Letter sent from Mr. D. Penney re Key Fund Account and copy of BTC reply

**Item 18 – Items for Next Meeting** - Public Toilets, Pump House, Key Fund Account, Parish Lengthsman, Bampton Fair, BTC owned neglected areas, burial ground

**Item 19 – Date of Next Meeting - 5<sup>th</sup> July**

**Meeting Closed**

Correspondence : Ann Guilfoyle, Town Clerk, Tel: 01398 331335, or e-mail <a href="mailto:bamptownclerk@hotmail.co.uk">bamptownclerk@hotmail.co.uk</a> Letters should be sent to 28 Brook Street, Bampton EX16 9LY
--

Distribution: All members of Bampton Town Council  
Cllr. Ray Stanley  
Signpost magazine

Bampton Noticeboard  
Bampton Website

PCSO Martin Stephens  
Bampton Library

Cllr. Polly Colthorpe  
Bampton PO