

**The Draft Minutes of the Meeting of Bampton Town Council
Held on February 11th 2015**

The meeting commenced at 7pm with the Public Forum.

Cllr Pope opened the meeting by stating her intention to change the agenda to include an item to co-opt new councillors. The Clerk advised Cllr Pope that this was not appropriate as the agenda was agreed before the meeting and cannot be added to.

Mr Ward informed the meeting that planning permission had been granted for the site at the rear of Silver Street.

Mrs Hicks believed the council should be aware that the remuneration for cleaning the public lavatories had not increased since 2006. Also that she had concerns about suggestions that the old toilets on the bridge were to be reinstated which would bring extra costs to the council.

Mr Hartley thought that the existing toilets were in need of complete refurbishment and that this should be a priority.

Mr Blasby of the Flood Group asked whether the purchase of a trolley for the group to use could be considered.

Katrina Munro informed the meeting that the Open Day, which is usually held in August, would this year be held on May 30th. Jean Pope had offered to arrange for the street closure for what will be known as Spring Fest.

Mr Hartley reported that the Bampton Library Action Group had held a public meeting on 6th February, which attracted eighty people.

Mrs Fagg wished to discuss the status of the P3 Group and this will be an agenda item for the next meeting.

Jerry Spear wished to report uneven slabs in Brook Street outside the former post office and on the stretch between the vets and the bridge. Clerk to advise Highways.

Mr Hartley thought that many of the benches situated around the village were in need of repair.

Mr Woolley asked that the Council tried to retain the use of Shillingford Play Park, which he thought was still used to some extent, and also formed part of the argument relating to the safe passage of pedestrians against the extra traffic that would be created by the proposed solar farm, if successful.

The meeting of the Town Council commenced at 7.20pm.

Cllr Pope opened the meeting by stating that she intended to add an item to the agenda, which would be the co-option of new councilors.

She then asked if any members of the public wished to be co-opted onto the Council. Carol Mares, Alan Woolley and Peter Wood raised their hands. Cllr Pope then asked the Council if these people could be co-opted and Cllr Tanner proposed that they were with Cllr Baker seconding and all in favour. Cllr Pope then produced the Declarations of Office and swore in the co-opted Councillors.

Cllr Woolley then gave his apologies and left the meeting as he was also expected to attend the pantomime downstairs.

1. Members present Cllrs Pope, Tanner, Baker, Stoner, North, Weston, Mares and Wood. Apologies Cllr Woolley and Cllr Colthorpe. Locum clerk Penny Clapham also attended.

2. Declaration of interest. Cllr Tanner in respect of Bampton Fair.

3. Approval of the minutes of the last meeting; proposed by Cllr Baker seconded by Cllr Tanner with all in favour.

4. Matters arising. The extent of insurance for sub-committees of the Council is to be verified.

5. A letter had been received by Cllr Colthorpe informing the Council of her decision not to stand for election in Clare and Shuttern at the next election. The Council agreed to send a letter to acknowledge the good work she had undertaken in the area for so long. Clerk to action.

Cllr Stanley informed the meeting that he had spoken with Mr Rice about Shillingford Play Park and that the owner had no wish to continue with the agreement. All equipment will be removed by MDCC with the outstanding legal costs to be met by BTC.

6. The Council discussed the content of the proposed budget and proposed an increase of 5% on the precept, which would give a requested amount of £35,288. This was proposed by Cllr Tanner and seconded by Cllr Baker with five in favour. With no other proposal made the motion was carried.

It was suggested that an internal auditor from South & West Internal Audit be used this year. Proposed by Cllr Tanner and seconded by Cllr Baker with all in agreement. Cllr Baker reminded the meeting that he will be standing down as Responsible Finance Officer at the end of March.

The Clerk informed Councillors that a short course on the requirements of an internal audit was to be held by DALC on 24th March which may be of interest to them, agreed that Clerk should attend.

Cllr Baker informed the meeting that the balance of the Tolls of Fair was £1,891.18. An advert requesting applications for funding from this is to be posted. Clerk to action.

All Bank Transactions to 22nd January 2015.

January receipts Riverside hall £194

Cheques not cashed.

7.10.14	Chq 102023	Mr Rice	S/ford Play Park	£960.00
20.1.15	102045	MDDC	Salary and costs	964.00
20.1.15	102046	Exmoor toilets (Fair)		452.40
20.1.15	102048	Film Bank	R/hall films	232.80
20.1.15	102045	H.Berridge	Website	100.00
20.1.15	102050	Contact Radios (Fair)		117.60
20.1.15	102051	SLCC	Publication	69.00
20.1.15	102052	EDF	Pump House	59.77
20.1.15	102053	Riverside Hall	Hire of Hall	10.00
20.1.15	102054	C.R.Fagg	P3 Expenses	42.50

Bank statements.

HSBC £49,167.54 cr Scottish Widows £36,710 cr
 Finances cont'd

Payments due on 3rd February 2015

19 th January	D/d Town clerk's phone	19.96
11 th February	Penny Clapham Locum clerk	262.05
11 th February	MDDC Salary and costs	729.53
11 th February	Toilet cleaning	300.00

7. Planning.

Ref: 15/00072/CLU Old House Cottage Frog Street. No objections.

Ref: 14/01452/MFUL Solar Farm at Shillingford. Material objections previously raised to be circulated by Chair and re-submitted by Clerk.

Ref:00111/LBC Staddon House. The meeting was suspended at the request of Cllrs Tanner and Stoner to allow Mr Gidding of Staddon House to explain the reason for his planning application. Meeting reopened by the Chair. No objections to the application.

8.a. The Standing Orders, which had been reviewed by BTC with the Monitoring Officer, had been circulated at the January meeting for approval. Councillors required more time and the matter was referred to the March meeting.

b. Amendments to the Code of Conduct. This document was also circulated at the January meeting. It was decided to refer this matter to the March meeting.

c. Grant application guidelines. A set of generic grant guidelines was circulated prior to the meeting. The Clerk advised the Council that the total amount of money to be made available for grants is known as the Free Resource and is established through a calculation based on a given amount (currently approximately £7.00 per head of population) and the total number of the population in the area administered by BTC. No agreement was reached. To be discussed at the March meeting.

d. War Memorials. The War Memorials Trust had been approached by the Clerk to consider offering some funding towards the reinstatement of the letters on the War Memorial. They agreed and have requested quotes for the work.

Mrs Kenny had offered to pay for the Anketell Moutray Read memorial stone. The siting of the stone is to be discussed but it was agreed that it should be in place by 25.9.15 which date is the anniversary of his death.

e. The Clerk informed the meeting that the Town Council has been awarded £2,480 by the TAP Fund. The application was for wheeled cricket nets to be used on the Recreation Ground and bags of equipment. (Bats, balls and protective wear.)

f. The main key holders were identified and listed. A set of keys for the car park cash boxes could not be found. Clerk to get a spare set cut. These keys to be held by the Chair and the Clerk. Proposed by Cllr Tanner with all in favour.

The Clerk advised that specific Councillors should be nominated to empty cash boxes and a definite procedure followed according to the requirements stated in the Governance and Accountability for Local Councils (Practitioner's Guide). The Chair decided that the responsibility for collecting the taking should be

undertaken by all Councillors in turn and that she would train them as to the procedure.

Cllr Wood left the meeting at this point.

g. Cllr North suggested that AONB status would benefit the Exe Valley area. Cllr Weston wanted more information about how it would impact on the area. Council to be kept informed of progress of this initiative.

h. Cllr Pope presented quotes for the signage required regarding cctv cameras at the Pump House. There would be a cost of £21 each with three needed. Agreed unanimously.

i. The drawing created by Mr Archer showing the possibilities for the former toilet building on the bridge to be brought to the next meeting.

j. Cllr Pope presented an advert showing the trolley identified by the Snow Group as the best to suit their purposes. The cost was £124 + vat. Unanimous agreement to purchase.

k. Data protection, secure email and registration with ICO to be discussed at the March meeting.

l. The fire brigade has offered to be on hand to help the Flood Group if required. The facility of a meeting room was also offered. The group must also be registered for data protection in respect of the information given as contacts for the Manor Mill floodgates.

Cllr Weston and John Dawson are still willing to clear the riverbanks but do not have access to a shredder. It was suggested that it could be taken to the ground by the Scout Hut and burnt. Mr Beeden to arrange a time for this with Derek Webster.

m. Quotes to be requested for insurance to cover the fair. Clerk to action.

n. A quote to be requested of Viridor to provide a skip for public use. Date to be confirmed. Clerk to action.

The meeting ended at 10.05pm

The date of the next meeting will be March 3rd 2015.