

Minutes of the meeting of Bampton Town Council held on Wednesday 5th August 2015, in St. Michaels Community Hall, Bampton at 7pm.

Present: Cllr. Pope, (chairman), Cllr. Edwards, Cllr. Tanner, Cllr. Leach, Cllr. Weston, Cllr. Wood, Cllr. Mares, Cllr. Baker, County Cllr. Colthorpe, District Cllr. Moore, 2 members of the public, Penny Clapham (clerk).

- 1) Apologies and Acceptance for Absence:** Cllr. Hicks. District Cllr. Stanley. Apologies accepted.
- 2) Declarations Of Interest:** In accordance with the Code of Conduct, members are required to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at Mid Devon District Council within 28 days of the change. Cllr. Tanner, agenda items 6,7,8,9b; Cllr. Edwards agenda item 9b; Cllr. Edwards agenda item 6; Cllr. Leach agenda item 6.
- 3) Public Discussion –** To allow any questions, reports by members of the public on any matters relating to the agenda of this meeting. Representations can be made from our County Councillor, District Councillor and Community Police Officer. **The period of time designated for public participation shall not exceed 30 minutes. Standing Order c,d,e, page 3 refers.**

Lilian Edworthy reported dangerous road crossings in Newton Square.

Shiela Howells reported the same. There is no priority as no incidents have been reported. Cllr. Tanner to write to Highways. Mrs. Howells gave a report on the site visit at Bouchier Close and had some questions regarding the toilets in Station Road.

County Cllr. Colthorpe with regard to the road crossing. A visit from the Safety Officer some years ago decided that it would not be beneficial to have a zebra crossing there. Cllr. Colthorpe will meet with Highways again on this issue. Cllr. Colthorpe further reported that John Hart, spokesman for South West area local authorities, is attempting to get additional funding for Devon schools.

Closure of A396 at Cove for 2 weeks. 14th to 25th September, 9.30am to 30.30pm daily. Diversions will be put in. Broadband for rural areas is still ongoing.

District Cllr. Moore. An planning meeting to discuss Emergency Plans has been held at District Council. There will be a workshop soon for parish and town members to attend.

Cllr. Colthorpe left the meeting at 7.30pm

4) Minutes – to approve and sign the Minutes of the meeting held on the 17th June 2015, and the 1st July 2015.

The minutes of the meetings of 17th June and 1st July 2015 having been previously circulated to all councillors were agreed and signed by the Chairman as a true record.

5) Chairman's Report (for information only) –

Cllr. Pope attended the strimmer course and passed; now have 2 strimmers within the parish. The footpath from Windwhistle to Bowdens Farm has now been cleared. Planter and tree brackets for houses have been discussed. Cllr. Pope is making sure the re-cycling bins are regularly emptied. Mid Devon District Council will be supplying a fly tipping notice for the area of the bins.

Cllr. Edwards reported on the Riverside Hall and the Library. Council are happy for Cllr. Edwards to chair a meeting 13th August, 6pm with Devon Communities Together regarding the Hall and the proposed Library.

6) Toilets – to receive latest update from working party for upgrade/repairs. Cleaning contract to be discussed. Council resolved to move the discussion on the contract to Part II; proposed by Cllr. Edwards, seconded by Cllr. Pope, all in favour by show of hands.

Cllrs. Tanner, Edwards and Wood met with an architect at the toilet block to discuss refurbishment/creation of single cell toilet units including disabled and mother and toddler units. Mid Devon District Council are prepared to do the contracts for Bampton. The total cost of the architect would be £750. The Parochial Church Council are prepared to make a contribution of £1000 towards toilet block works, plus a possible annual payment. Cllr. Wood has had a meeting with Mid Devon DC regarding the funding of the toilets and the transfer of ownership to Bampton Town Council. The current annual costs through Mid Devon DC are approximately £6500. Cllr. Edwards proposed Bampton go ahead with architect all plans and technical drawings, and to start the process of taking over the toilets. Seconded by Cllr. Tanner. All in favour by show of hands.

7) Bampton Charter Fair – date of Fair in 2015; road closures to be actioned; any other items regarding the Fair to be discussed and actioned.

The Fair will take place on Thursday 29th October 2015. Road closure form has been actioned by Cllr. Pope. Castle Street will be closed the day before the fair. There will be no parking on Tiverton Rd from Windwhistle turn. Also Station Rd. All businesses will be informed that they will be unable to go through the town on the day. There will be stewards to enforce this. Cllr. Tanner and Cllr. Pope are still on the Fair Working Party. Clerk will inform the insurers of the fair.

8) Bampton Charter Fair – grants of payments from the 2014 Fair to be actioned. £1712.01.

Requests received from Bampton Charter Fair, Shillingford and Petton Victory Hall, Bampton Twinning Association and Bampton Football Club. Cllr. Leach declared an interest in the Twinning application. Cllr. Tanner proposed that the Charter Fair should receive the £750 for replacement flags, and all 3 halls in the parish should receive an equal share of the balance together with the twinning association and the football club, seconded by Cllr. Weston.

Cllr. Wood proposed an amendment, that the monies should only go to those applications received in writing, seconded by Cllr. Pope. The vote records 3 in favour, 1 abstention, 1 against. This amendment has now become the substantive motion. The vote records 5 in favour, 1 against. Motion passed. The money will be distributed as follows:- £750 for the flags, the balance each £360.66. All in favour by show of hands. Cheques will be drawn for these amounts at the end of the meeting.

9) PLANNING:

Planning Applications - Mid Devon District Council has asked for comments from the Town Council on the following planning applications:

- a) 15/01163/FULL Proposed erection of garage following demolition of existing garage and a loose box, Higher Court Green, Bampton.
No objection.
- b) 15/01152/FULL Proposed change of use from builders store to library and community resource centre, Old School Station Road, Bampton
No objection.
- c) 15/01118/CAT Application to reduce 1 Leylandii tree by 50% and remove 1 Leylandii tree, in a conservation area at Delders, Mary Lane, Bampton.
No objection.

Planning Decisions:

- a) 15/00591/FULL Variation of condition 2, The Coach House, White Horse Mews, Bampton
GRANTED
- b) 15/0713/PNCOU Change of use of agricultural building to residential, Kersdown Barton, Bampton
REFUSED

- c) 15/00796/FULL Erection of single storey extension to rear 26 Bouchier Close, Bampton
GRANTED
- d) 15/00877/LBC Conversion of redundant function room/skittle alley to flat, The Coach House
GRANTED
- e) 15/00840/FULL Retention of single storey store/workshop, Autumn Cottage, Bampton.
REFUSED
- f) 15/00645/DCC Importation of fill from adjoining land to improve levels, drainage and general level of access to property (retrospective) at New Park, Tiverton Road, Bampton.
REFUSED

10) FINANCE:

Expenditure:	Mid Devon District Council salary recharge Jane Eyre April 2015 £545.46
	HMRC VAT over-charge to be refunded £433.29
	South and West Internal Audit £200.00
	Locum Clerk office and travel expenses July £441.81
	DALC Being an Effective Councillor course x 1 £30.00
	Cllr. Pope post £2.36
	Cllr. Hicks, post + copying £3.23
	M.Morgan toilet cleans July £310.00
	Riverside Hall hire 17 th June £20.00
	St. Michael's Community Hall hire 1 st July £14.00
	N.Carder, grass cuts Hollett Garden July £22.00

Income:	Car park income June £435.00
	VAT refund £2076.46

Bank Reconciliation and Statement: The Chairman had checked the invoices, paying-in book, cheque book at the agenda meeting with the clerk. Reconciliation and bank statement circulated to all councillors at the meeting.

Council resolved to accept the accounts. Proposed by Cllr. Edwards, seconded by Cllr. Pope, all in favour by show of hands.

11) Final Accounts year ended 31st March 2015 – to agree same for publication.

Publication of the final accounts agreed and signed by the Chairman. Proposed by Cllr. Edwards, seconded by Cllr. Pope, all agreed by show of hands.

12) Non-Domestic Rates Bills for notification – Car Park, Station Road: £1248.00 with small business relief, nil return. Store (former toilets) £326.40 paid monthly by DD. Tolls of Fair £480.00 paid monthly by DD. Request received from Valuation Agency to complete form for Station Road Car Park. Noted.

13) Football Club/Scouts – to review rentals and agree same. 2014 £400 Football. 2014 £60 Scouts. Cllr. Pope declared an interest. Cllr. Leach proposed the rentals remain the same, seconded by Cllr. Edwards. All in favour by show of hands.

14) VAT – Over-claim of VAT for 2013/14 and 2014/15 total £433.29 to be refunded to HMRC. Council to decide whether to charge Riverside Hall, or write down as a grant.

Cllr. Leach declared an interest. Council resolved to write down this sum as a grant to the Riverside Hall. Proposed by Cllr. Pope, seconded by Cllr. Baker, all agreed by show of hands.

15) Risk Assessment – circulated to all councillors by email prior to this meeting. To be agreed and adopted. Adoption agreed by Council; proposed by Cllr. Pope, seconded by Cllr. Wood, all in favour by show of hands.

16) Section 106 proposal letter – to be agreed. Cllr. Edwards requests a letter to Mid Devon Council Planning indicating that Bampton Town Council wish to see monies from any 106 agreements allocated to the Library and Resource initiative.

Cllr. Edwards explained the reasoning behind this request. Currently monies available are £725. Cllr. Edwards would like Council's authority to write to Mid Devon DC. Council agreed; proposed by Cllr. Pope, seconded by Cllr. Wood, all agreed by show of hands.

17) Hollett Garden – refurbishment of bench. Letter received from Pamela Whincup, offering to paint the bench. A letter of thanks will be sent; Council will pay for the paint.

18) Manor Mill Flood Gate Legal Agreement – to discuss and action.
September agenda – all councillors to have a copy prior to the next meeting.

19) Offer of a Railway Bench for Riverside Terrace – to discuss.
Council delighted to accept this kind offer of a railway bench and suggest that siting in the churchyard near the Heritage Centre may be a better position.

20) Allotment Association – to review agreement and how the rental is paid to the landlord of the allotments. Locum Clerk updated Council as to why the rental needs to come to Council before being paid to the landlord for accounting purposes. This will now be actioned.

21) Pump House – Cllr. Pope requests shelving for the pump house.
Prices not yet available. September agenda.

22) Recreation Ground – requirement from the Regulator to complete the Charity annual return form online. Locum clerk requires further information. Not yet supplied. Cllr. Pope will check the charity number is correct and inform the clerk.

23) Webmail addresses for councillors – hosted email per councillor at £13.50 per annum + one off set up charge of £25.00
Cllr. Edwards proposed acceptance of the webmail addresses through Visionict, Cllr. Pope seconded, all in favour by show of hands.

Part II

24) Council to resolve to exclude public and press from the meeting for confidential matter. (Data Protection Act 1998). Resolved.

Council took a break whilst members of the public left the room.

25) Subject access request (DPA 1998 quoted) and Freedom of Information Request + further subject access request received July 2015 – to be noted. FOI request actioned by Locum Clerk. All noted by Council.

Locum Clerk left the room.

26) Appeal – further action.
Council resolved to approve the actions recommended by the Appeal Panel. Proposed by Cllr. Tanner, seconded by Cllr. Wood. All in favour by show of hands.

Locum Clerk returned.

6) Cleaning contract. Cllr. Edwards proposed termination of contract, 28 days notice has to be given. Cllr. Wood seconded, all agreed by show of hands.

MEETINGS ATTENDED:

Items for Information

The next Council meeting is on Wednesday 2nd September, 2015 at 7.00pm in the Riverside Hall, Bampton.

Meeting closed at 9.40pm

Signed.....

Date.....

Position.....

Email circulations during the past month

Healthwatch Bulletin
SLCC News
Devon Enterprise Network

NHS Briefing note
War Memorials course