

**Minutes of the Annual Council Meeting of Bampton Town Council held on Thursday 18<sup>th</sup> May 2023, 7pm in the LARC building.**

**Present** – Cllr. Fouracres; Cllr. White; Cllr. Grabke; Cllr. Brock; Cllr. Whiteway; Cllr. Boyles; Cllr. Brooker; Cllr. L. Bull; Cllr. N. Bull; Penny Clapham (Clerk). District Cllr. Adcock.

**1) Election of Chairman**

- a) Invite nominations and elect a Chairman for the year. Cllr. Fouracres nominated by Cllr. White. There being no other nominations, Cllr. Fouracres accepted the role. All in favour.
- b) Receive the Declaration of Acceptance of Office by the Chairman. Received.

**2) Election of Vice Chairman** – Cllr. Fouracres nominated Cllr. White. Accepted, all in favour.

**3) Appointment** of signatories for cheque payments and authorised internet bank payments. Currently Cllr. Fouracres, Cllr. N. Bull, Cllr. White – Cllr. Brooker was added to the list.

**4) Appointment/Confirmation of Committees**

- i. Planning Committee Full Council
- ii. Finance Committee Cllr. Fouracres/Cllr. Whiteway/Cllr. Grabke
- iii. HR Committee Cllr. L. Bull/Cllr. N. Bull/Cllr. White
- iv. Open Spaces Committee Cllr. L. Bull/Cllr. Brooker/Cllr. Whiteway/Cllr. Boyles/Cllr. White
- v. Bampton Fair Committee Cllr. White/Cllr. Fouracres/Cllr. N. Bull/Cllr. Brock/Cllr. Brooker/Cllr. Boyles/Cllr. L. Bull
- vi. Bampton Hall Committee – to elect a Chairman for this committee as per Terms of Reference. Cllr. L. Bull proposed Cllr. White – accepted. Cllr. L. Bull/Cllr. Fouracres

**5) Appointment to Working Groups**

P3 Footpath Warden Ewen Wigley and Len Weller are the volunteers for this role  
Flood Group Cllr. Brooker and Cllr. N. Bull  
Snow Warden Adam Padgett

**6) General Power of Competence** – to resolve to confirm the General Power of Competence. Council are qualified (Localism Act 2011) having two-thirds councillors elected and a qualified clerk (CiLCA or above). Resolved. Proposed by Cllr. Fouracres, all agreed by show of hands.

**7) Apologies and Acceptance for Absence:** none received.

**8) 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. None declared.

**9) Public Discussion** – To allow any questions, reports by members of the public on any matters relating to the agenda of this meeting or any matters the public would like the Council to consider on a future agenda. The period of time designated for public participation shall not exceed 30 minutes. Standing Order 3 (e,f.) refers.

A reminder that members of the public are not allowed to raise issues when Council is in committee.

District Cllr. Gilmour arrived at 7.14pm.

**10) Chairman's Report (for information only)** – Cllr. Fouracres gave a brief review of Council's assets and future plans.

At the start of our new council I thought it would be useful to have a brief review the Council's assets and future plans.

**"Recreation field**

At the beginning of the last 4 year term of the council we were just at the planning stage of the play ground at the Recreation field. It has been installed and in use for nearly three years now, proving very popular and (fingers crossed) has not needed any repairs.

The exit from the field is a concern and as soon as we can make it safer we would like to extend the parking area and at the same time repair the boundary fence along the Vicary field.

The football club have said that they would like to improve the pavilion and we look forward to having discussions with them

**Millennium Green**

The Pump Track project is moving forward and should be submitted for planning permission very soon. As trustees of the Green BTC are keen to make more people aware of and be active at the Millennium Green. The footpath to the South Molton Road and the Edworthy seat are well used. There is room for another seat at the top.

The Pump House is at the moment dry but may need maintenance in the future. It is very useful storage for the Charter Fair roadsigns and barriers as well as the P3 Footpath tools. The flood and snow equipment will be moved very soon.

The orchard is being mapped and we intend to have an Apple event in the Autumn.

The Lime Kiln is being monitored and may need maintenance in the future.

We have an action plan for the Millennium Green, volunteers will be recruited.

**Station Road Car Park, Toilets and Play Park**

The car park is very well used and the honesty boxes bring in a reasonable amount of income to help with maintenance.

An EV charging station in or beside the car park would be a very useful asset to the town for both residents and visitors. It could generate income.

The toilets are a public convenience, an asset that many other towns have closed. Despite needing regular cleaning, constant maintenance and frequent repairs, the toilets remained open throughout the coronavirus crisis and it is our intention to keep them open. There is now a Radar lock for access to the disabled toilet.

The play area is in a perfect location in the town and it's delightful to see the parents and children congregating there at various times of the day. It is getting towards the end of its useful life and we shall need to budget for replacement of much of the play equipment.

**Old Lock-Up and Container**

We now have good storage facilities in the centre of town. The Old Lock-up stores all of our traffic cones with easy access and there is room in the rest of the building for Charter Fair equipment and some of the watering hoses for Bampton in Bloom.

The new Container in the Riverside car park will store the flood and snow equipment in a central location at last."

**11)) County & District Councillor reports-**

District Cllr. Gilmour stated it was lovely to be here in our new roles and new people on the Council. Happy to help in any way and support you all we can. Keen to do district council surgeries, and we would like to hold our surgeries half an hour before the Council meetings and would like to be included in the

Council minutes. The Frog Street planning development and the one adjacent to Bouchier Close have both been 'called in'. Next week there is the formal District Council meeting at Mid Devon when committees will be formed.

District Cllr. Adcock gave his background as science so keen on environmental issues. Likes the idea of the surgeries in order to meet local parishioners. Discussed the possibility of community first aid training.

**12) Minutes – to approve and sign the Minutes of the meeting held on the 5<sup>th</sup> April 2023 and the Planning Meeting held on the 12<sup>th</sup> April 2023, and the Annual Parish Meeting on the 14<sup>th</sup> April.**

The minutes of the above meetings were agreed and signed by the Chairman as true records.

**13) Internal Audit Report – to note no issues raised by the internal auditor. Noted.**

**14) Annual Governance Statement – to resolve to agree the Annual Governance Statement is accurate. Resolved. Proposed by Cllr. L. Bull, all agreed by show of hands.**

**15) Annual Accounting Statement – to resolve to agree the Annual Accounting Statement is accurate. Resolved. Proposed by Cllr. Whiteway, all agreed by show of hands.**

**16) Notice of Public Rights and Publication of Council's Accounts – to resolve to agree the dates of publication from 5<sup>th</sup> June to 14<sup>th</sup> July 2023 thus including the first 14 days of July as required by law. Resolved. Proposed by Cllr. Fouracres, all agreed by show of hands.**

**17) Bampton Charter Fair – to receive an update from Cllr. White.**

Meeting at 5pm today and Fair planning is going well. The Rotary Club has stepped away from the Fair but will be having their own fund raising pitch. Adam Padgett is taking on the cones. Titan the Robot has been booked – has been on Britain's Got Talent as well as Devon County Show. Cllr. White will be visiting the school for Fair involvement. Cllr. White proposed that the Council pay for Titan the Robot out of miscellaneous funds and agree to take this cost out of the Fair budget. Proposed by Cllr. L. Bull, all agreed. Cllr. L. Bull raised the issue of the sponsorships that supports the Fair. Local businesses are very generous and they will be listed on the proposed programme as in the past. Cllr. Boyles asked about farm animals which could bring back the farmers – this is not longer possible due to numerous legal requirements and animal management would be difficult. The chicken auction is in the plan subject to Avian Flu. Cards to give to prospective stallholders were discussed. Devon Scouts have a climbing wall which is a possible attraction.

**18) Town Crier – Simon Bartlett, Bampton's town crier has applied to join the Ancient and Honourable Guild of Town Criers. For this application he has to be formally elected and the Town Council has to indicate this in his application. Cllr. Whiteway proposed the Council favour the application. All agreed by show of hands.**

**19) Pump Track at the Millennium Green – to receive an update if available. Clerk updated Council as to the surveys being undertaken. An ecological survey has been completed and agreement was sought to spend the balance required to ensure a reptile survey is completed prior to planning being sought. Proposed by Cllr. Fouracres to go ahead with the reptile survey, Clerk to inform Lee Ecology. Cllr. L. Bull updated the new councillors on the surveys that have been done to ensure that a pump track is wanted by the community. Really good response to those surveys.**

**20) PLANNING:**

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

- i. 23/00650/CAT Notification of intention to remove 1 willow, 1 plum and 1 crab apple trees within a conservation area, 11 Castle Street, Bampton.  
No objection
- ii. 23/00676/FULL Erection of an agricultural shed land at 295691/122465 (Allotments) Frog Street, Bampton  
Supported.

**Planning Decisions:**

- a) 22/02377/HOUSE Erection of a granny annexe for ancillary residential use associated with the main dwelling following demolition of the existing outbuilding. Little Hedge Meadow, Shillingford.  
APPROVED

**21) FINANCE:**

**Expenditure: Payments List April 28<sup>th</sup> 2023**

Visionict biennial fee for .gov.uk 16426	£78.00	BACs 27/04
Employment April	£813.64	BACs 27/04
J. Caunter – toilet cleans April	£300.00	BACs 27/04
Lee Accounting – internal audit fee 7074	£240.00	BACs 27/04
Community Hall – annual parish meeting 617	£30.00	BACs 27/04
Nick Page P3 works	£150.00	BACs 27/04
DALC Annual subscription off precept	£459.12	off precept
IONOS – town website	£129.60	DD

**Payments List May 18<sup>th</sup> 2023**

Lee Ecology	£690.00	BACs 09/05
Mid Devon DC – litter bins	£390.00	BACs
Countrywide – grass cuts	£582.38	BACs
Coronation to Riverside Hall	£143.76	BACs
BHIB – annual insurance premium	£1029.88	BACs
Heaver Bros – new container purchase	£4002.00	BACs
Bampton Com Hub – hire of land for container to March 2024	£50.00	BACs
LARC – room hire	£72.00	BACs
C. Giddings – repairs to Stage area	£380.00	BACs
Coronation monies via Ed Tanner	£439.00	BACs
(This includes a band/banners/marquee for the Coronation lunch)		
Ionos – Heritage Centre domain name	£12.00	Card

<b>Income:</b>	First half precept less subscription	£36,387.37	transfer
	CCLA Deposit Fund interest to 31/3/23	£255.03	transfer
	CCLA Deposit Fund interest to 30/04/23	£293.09	transfer

Bank Reconciliation circulated to all councillors before meeting.

Council resolved to accept the receipts and payments account. Proposed by Cllr. Fouracres. All agreed by show of hands.

**23) Agendas & Emails** – it is required that Councillors give their permission to receive their agendas by email rather than by post. All agreed to receive agendas by email.

**24) Memorial bench** – Amended wording for the memorial bench to be sited at the recreation field, now to be “greatly loved, deeply missed, Rodney Jackson, 19-12-1966 – 18-07-2022”; three lines. To be discussed and agreed. Agreed.

**25) Clerk’s report**

- i. Clerk’s holiday from 31st July to 11<sup>th</sup> August inclusive. The HR Committee considered this should be taken as sick leave as the Clerk will be recovering from an operation at this time.
- ii. Terms of Reference Hall Committee updated to reflect set-up at the Annual Council Meeting, not the Annual Parish Meeting.
- iii. P3 request invoice sent to County Hall for the agreed amount of £700.00 dated 9<sup>th</sup> May.
- iv. Attendance at virtual Climate Action Summit – report circulated with the agenda.
- v. Meeting dates for the forthcoming Council year. Currently the first Weds of the month, except for August (no meeting). Next 3 months on a Thursday provided the building is available.
- vi. Reminder that if councillors wish to access the DALC website for information – you have to register individually.

**EXTERNAL MEETINGS ATTENDED:** reports from Councillors

Meeting closed at 8.26pm

Signed.....

Date.....

**Items for Information**

The next Council meeting is on THURSDAY 8th June 2023 at 7.00pm in the LARC.

July will be Thursday 13<sup>th</sup> and September will be Thursday 14<sup>th</sup>. Trialling Thursdays to assist with Councillors commitments and availability of the LARC building.