

## **Minutes of the meeting of Bampton Town Council held on Thursday 14<sup>th</sup> September 2023 at 7pm in the LARC building.**

**Present** – Cllr. Fouracres (Chairman); Cllr. White; Cllr. Grabke; Cllr. L. Bull; Cllr. Brooker; Cllr. Brock; District Cllr. Rachel; District Cllr. Adcock; County Cllr. Chesterton; Lewis Clarke (Press); 2 members of the public; Penny Clapham (Clerk). Cllr. N. Bull.

**1) Apologies and Acceptance for Absence** – Cllr. Whiteway (unwell). Cllr. Boyles (holiday). 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. None declared.

**3) 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.

**4) Chairman's Report (for information only)** – It was noted that the Church Bells are being rung on Saturday 16<sup>th</sup> September to celebrate the 100<sup>th</sup> birthday of the late Reg Kingdon, ex chairman of BTC. Windwhistle seat has been repaired – Paul Edwards is contributing towards the costs of the repair. Now have a bike rack installed at Seddons. The Heritage Centre will promote a warm welcome to cyclists on the lines of the warm welcome to walkers. School Close meeting very informative and reassuring as to what is going to take place with the replacement homes. Meet the police opportunity at the Community Hall on 30<sup>th</sup> September also between 2-4pm 5<sup>th</sup> October in the LARC. Dates to be sent to Cllr. L. Bull so she can put this out on the facebook page.

### **5) County & District Councillor reports-**

Cllr. Chesterton's report was emailed to all councillors prior to this meeting. Attached to these minutes for information.

Cllr. White asked about policy on ash dieback. Cllr. Chesterton is not sure of any change of policy – will check.

District Cllr. Adcock – referenced Three Rivers as not being in administration.

Cllr. Gilmour agreed and stated that relative to Three Rivers, the decision been made to do a soft closure and as soon as possible due to possible loss of monies on the projects. Best practice to minimise losses and learn lessons from this project.

**6) Minutes – to approve and sign the Minutes of the Meeting held on the 13<sup>th</sup> July 2023 and those of the Planning Meeting held on the 20<sup>th</sup> July 2023.** The minutes were approved and signed by the Chairman as a true record.

**7) Three Rivers Housing** – refer to statement from MDDC.

**8) Toilets** – update on the toilet doors; Cllr. Fouracres to report. To agree actions and associated expenditure. Two of the entry doors are not working properly and replacement parts are difficult to get. Quote to put new stainless steel faceplates on with a simpler coin mechanism – 3 doors £532.00 each.

Electronic payment was suggested. Find costings for this and schedule an update for October. A support rail has now been installed in the disabled toilet.

**9) Legacy Project** – to receive an update/discuss the proposed island opposite the Spar shop. To agree actions and associated expenditure. The Legacy Committee have requested Council complete a grant request form to indicate the amount of support requested from the Legacy.

Cllr. Fouracres reported that he met with our Highways officer who has determined where an island can be put in Newton square. Photos circulated to councillors. Has to be 1.2 m from Figs Shop. Quote installing the isle and two drop kerbs around £5,500.00. Cllr. L. Bull enquired as to who would be responsible if the island is damaged; it would be Council's responsibility to maintain the island.

Cllr. White and Cllr. Brock both consider this change would be detrimental to the shopping in that area. Standing orders suspended for Derek Webster to comment.

Standing orders resumed.

One quote has been received and a second quote is yet to be circulated.

Based on the quotes received so far, Cllr. Fouracres proposed to request a grant of £4,500.00 from the Legacy Fund towards the installation of a safe crossing point in Newton Square. 4 in favour, 2 against, motion carried.

Cllr. N. Bull arrived at 7.40pm

**10) Hedgehog Project** – any update from councillors. Cllr. L. Bull suggested to reach out to Colin Williams, Wildlife Warden with regard to boxes – agenda for further update in October.

**11) Water Bottle Refill Station** – to consider installing a water bottle refill station on the outside of the toilets. Cllr. L. Bull reminded Council that Bampton is a successful water bottle refill town with stickers in various shop windows stating this. It could still be useful to have a refill station in the area of the toilets. November agenda with quotes.

**12) Open Spaces** – Cllr. Fouracres

To discuss items listed below and to agree any actions and associated expenditure.

- i. Grass cuts to date by Countrywide contractors: to discuss any increase/decrease for next year; to discuss whether to renew their contract from 1<sup>st</sup> April 2024
- ii. Railway garden – to receive an update on ownership of this garden. Owned by National Highways.
- iii. Disabled space to be created in the car park and its location
- iv. To discuss the possibility of disposing of the large recycling bins in the car park thereby creating more parking spaces, now that all households have their own recycling bins.
- v. Trees to be cut back in the car park – to be checked by a tree consultant.
- vi. Millennium Green
  - a) To move the bike rack out from the wall so it can be seen
  - b) Clear the space around the lime kiln to either consider parking or boules
  - c) Clear vegetation around the pumphouse to expose the building and to remove the upstanding pieces of metal as a hazard
  - d) To consider an apple pressing day
- vii Allotments in the Recreation Field/Parking area in the Recreation Field
- viii Handyperson
- ix. Hedge cutting – quotations so far.

Most of these actions require a handyperson. Council are still looking for someone to fill this role. Cllr. Gilmour may have a contact and will be in touch with the Clerk.

Cllr. L. Bull will call an Open Spaces Committee meeting to deal with these matters.

**13) Proposed Pump Track** – there has been a delay in the planning process due to Mid Devon Planning not posting the required notice at the M. Green – 21 days has to elapse from posting this notice so determination will not be until the end of September. Noted. Also noted that a member of the public has written to the Charity Commission about these proposals.

**14) PLANNING:**

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

- a) 23/00925 & 00926/House & LBC Replacement of downpipes and guttering, lime render on street elevation, replacement of existing rear windows with double glazed windows, installation of double glazed doors to dining room and removal of existing rear porch, 14 Brook Street, Bampton.  
NO OBJECTION.

**Planning Decisions:**

- a) 23/00843/FULL Erection of a dwelling, the Vicarage, Bampton  
APPROVED.
- b) 23/00768/HOUSE Erection of single storey extension and internal lift, The Nook, Bampton.  
APPROVED
- c) 23/01002/LBC Reinstatement of a verandah, Bowdenhays, Bampton  
APPROVED
- d) 22/00915/MFUL Change of use of agricultural land for the siting of reception and welfare cabins, 8 log cabins and 30 glamping pods for holiday purposes, formation of new vehicular access and associated works, land north of Frog Street.  
REFUSED.
- e) 23/01185/CAT Notification of intention to fell 1 cypress tree in conservation area, 8 Newton Square, Bampton.  
NO OBJECTION
- f) 22/00062/FULL Variation of condition 2 of planning permission 20/00146/FULL for the substitution of house type plans, land south of Elisabeth Penton Way.  
GRANTED

**15) FINANCE:**

<b>Expenditure:</b>	Middleton – toilet repairs	£232.80	BACs
	PKF Littlejohn – audit fee	£504.00	BACs
	Employment August	£835.60	BACs
	N. Thornton – bench repairs	£350.00	BACs
	DALC – cllr training + books	£377.42	BACs
	Countrywide – grass cuts July	£582.38	BACs
	<b>All paid 4<sup>th</sup> September by bank transfer.</b>		
	J. Caunter – toilet cleans August	£310.00	BACs
	Devon & Somerset Marquees – balance	£1350.31	BACs
	Countrywide – grass cuts August	£582.38	BACs
	Refund Metters – paid twice for Fair	£35.00	BACs

<b>Income:</b>	P3 annual grant received	£700.00	
	Openreach annual payment	£24.50	
	Public Sector Deposit Fund	£444.83	Interest re-invested

Bank Reconciliation circulated to all councillors prior to the meeting.

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

**16) Audit** – The external audit has been completed by PKF Littlejohn and the notice of conclusion of audit has been published on the Council’s website. No issues were raised. Noted.

**17) Microsoft 365** – Cllr. L. Bull explained to Council the reasoning behind updating Microsoft to include 365 licences on all council computers, migration of council emails, new mailbox, migration of documents, set up of sharepoint for some folders, plus ongoing annual support. Two quotes have been received and considered. Cllr. L. Bull considers this updating is necessary to be compliant. Cllr. Fouracres proposed the update is done by Edge It Systems Ltd at a cost of £607.00 nett with an annual charge of £506.41 nett providing that this can be done as soon as possible. All agreed by show of hands.

**18) Petroc and the Tiverton Campus** – to discuss their offer to attend a council meeting regarding plans for educational provision in Tiverton. No decision was made.

**19) Meeting days and dates** – Council agreed that meetings would be on the first Thursday of every month. Clerk to check where this will be possible as LARC is already booked on a Thursday.

**20) Clerk’s Report –**

- i. BHIB Council’s current insurers are becoming a part of the Clear Group. They are still council insurance brokers.
- ii. Invoices sent to Stoodleigh and Borden Gate for their share of the costs of the training evening.
- iii. Re-declaration submitted to the Pensions Regulator that no staff are enrolled in a pension scheme.

**PART II**

**Council are excluding members of the public and the press to progress a matter of a confidential nature. Public Bodies (Admissions to Meetings Act) 1960. Local Government Act 1972, ss 100 and 102.**

**21) Handyman/woman** – for discussion and action as required. Already discussed.

**Items for Information**

The next Council meeting is on 5<sup>th</sup> October 2023 at 7.00pm in the LARC building.

**Email circulations during the past month**

First Bus invitation to a customer first community (sent 27/07)

DALC bulletin 32 (sent 27/07)

DALC Newsletter 37 (sent 31/08)

Highways Liaison team info (sent 31/08)