

# BAMPTON TOWN COUNCIL

*Clerk: Mrs. P. Clapham, Penton Chapel, Christow, Exeter, EX6 7NP*

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**28<sup>th</sup> April 2021**

**To all Councillors.**

**You are hereby summoned to attend the Virtual Annual Council Meeting of Bampton Town Council to be held via Zoom on Wednesday 5<sup>th</sup> May 2021 at 7.00 pm for the purpose of transacting the following business.**

**Members of the public and press are welcome to all council meetings.**

***Penny Clapham***

**Penny Clapham, BA (Hons) PSLCC  
Clerk to the Council**

<https://us02web.zoom.us/j/89453186382?pwd=cEg2Sjlyd0E0dWQxVFN4Q2thZGdGUT09>

## **ANNUAL COUNCIL MEETING AGENDA**

- 1) Election of Chairman**
  - a) Invite nominations and elect a Chairman for the year.
  - b) Receive the Declaration of Acceptance of Office by the Chairman.
- 2) Election of Vice Chairman**
- 3) Confirm appointment of signatories for cheque payments and authorised internet bank payments.** Currently these are Cllr. Fouracres, Cllr. N. Bull, Cllr. Hopkinson and Cllr. McHenry.
- 4) Appointment/Confirmation of Committees**
  - i. Planning Committee
  - ii. Finance Committee
  - iii. HR Committee
  - iv. Open Spaces Committee
  - v. Bampton Fair Committee
  - vi. Bampton Hall Committee
- 5) Appointment to Working Groups**

P3 Footpath Warden  
Flood Group  
Snow Warden

**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).

**7) Apologies and Acceptance for Absence:**

**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

**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.

**10) Chairman's Report (for information only) -**

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

**12) Minutes** – to approve and sign the Minutes of the meeting held on the 7<sup>th</sup> April 2021.

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

**14) Annual Governance Statement** – to resolve to agree the Annual Governance Statement is accurate.

**15) Annual Accounting Statement** – to resolve to agree the Annual Accounting Statement is accurate.

**16) Ashleigh Park** – to discuss the collapsing bank from Ashleigh Park into the single track road below.

**17) Castle Street** – to receive an update on actions to date: Cllr. Fouracres to report.

**18) Bampton Charter Fair** – to receive an update on current actions for staging the Charter Fair on 28<sup>th</sup> October 2021. Cllr. White to report.

**19) Bampton Hall Committee** – to receive first report from the Chairman of this Committee

- i. To discuss the land offer from the Diocese – Council to approve and agree actions from this discussion.

**20) PLANNING:**

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

- i. 21/00725/HOUSE Erection of timber workshop/store, 6 Briton Street, Bampton.
- ii. 21/00719/FULL Erection of 5 dwellings with alterations to existing access, Five Levels, Old Tiverton Road, Bampton.

**Planning Decisions:**

- a) 19/01804/FULL Erection of replacement agricultural building, Lower Rill, Shillingford.  
APPROVED
- b) 21/00351/HOUSE Erection of detached garage and entrance porch, High Cross Barn, Bampton.  
GRANTED
- c) 20/01789/FULL Change of use of hall solely for use by holiday makers, to public use, buildings at Duvale Priory Bampton.  
REFUSED

**21) FINANCE:**

<b>Expenditure:</b>	0521/01	Lee Accounting – internal audit fee	£240.00	BACs
	0521/02	Employment – April	£587.60	BACs
	0521/03	Visionict – Operation Forth Bridge + 2	£126.00	BACs
	0521/04	Glyn Brace – electrics for defibrillator	£195.47	BACs
	0521/05	Visionict – biennial fee for .gov.uk	£102.00	BACs
	0521/06	BHIB – insurance renewal fee	£876.68	BACs
	0521/07	DALC/NALC annual subscription	£229.92	from precept
	0521/08	IONOS – domain basic fee town website	£129.60	DD
	0521/09	J. Caunter – toilet cleans	£300.00	BACs
	0521/10	Fours Seasons – April grass cuts	£479.99	BACs
	0521/11	Zoom renewal payable to Clerk	£143.88	BACs
<b>Income:</b>		First half precept less subscription	£30973.02	transfer
		Devon CC – locality fund received	£700.00	transfer
		Car Park & toilets banked	£242.00	cash

Bank Reconciliation circulated to all councillors at the meeting. (this may not be available due to the bank holiday, but will be sent as soon as possible)

Council to resolve to accept the receipts and payments account.

**22) Clerk's report**

- i. Clerk's holiday now from 19<sup>th</sup> July to 8<sup>th</sup> August inclusive (subject to Covid)
- ii. Council to consider whether it is necessary to have a meeting in August

**EXTERNAL MEETINGS ATTENDED:** reports from Councillors

**Items for Information**

The next Council meeting is on Wednesday 2<sup>nd</sup> June 2021 at 7.00pm (venue to be advised)

Email circulations during the past month  
NALC Chief Executive's Bulletin (sent 16/04)