

BAMPTON TOWN COUNCIL

**Draft Minutes of the Meeting of Bampton Town Council
In the Albert Fowler Room, The Riverside Hall, on Tuesday 2nd August, 2011 at 7.00pm
Ann Guilfoyle Town Clerk
Friday, 05 August 2011**

PUBLIC SESSION Two members of the public attended. Jean Pope requested a contribution of £400 towards the cost of Scout Hut drive resurfacing and is approaching the Fair Organiser to recoup the balance from the Car Park takings. Cllr. Hicks agreed to provide further Litter Pickers. Cllr. Hartley agreed to inspect the turning area in Barnhay. The overgrown yew tree in the Vicarage is not on Council property. Colin Rowland drew the Council's attention to the problem of dog worrying locally together with farm gates being left open by walkers. It was agreed to mention the matter to the P3 Co-ordinator and put an article in the next Newsletter. The delay in signing the Allotment lease was discussed and the proposed extension of the Scotts development was also considered.

DCC COUNCILLOR Polly Colthorpe reported that the Salt Spreading equipment was on order. She informed the Council of a proposal that business rates could be retained locally.

MEETING OF THE TOWN COUNCIL

Item 1 – Members Present – Cllrs. Jo Frost, Les Hartley (Chairman) Celia Hicks, Kate Millen, David Simper, Francis Stoner and John Wescott. Ann Guilfoyle Town Clerk

Item 2 – Apologies – Cllr. Ray Stanley, PCSO Martin Stephens, Cllr. Steve Russell

Item 3 – Declarations of interest – none

Item 4 – Minutes of the Meeting held on 5th July, 2011

Approved

Item 5 – Matters arising from these Minutes not covered elsewhere

- a) Riverside Hall Lock up – Structural Appraisal is in progress
- b) New Burial Ground - Cllr. Moore awaits reply to her approach to the owner of possible site
- c) Clean Zones project- It was agreed to request further regular visits
- e) Salt/grit bins in Newton Square – It was agreed that Cllr. Hartley and the Town Clerk would inspect the site.
- f) Cllr. Hartley reported that the Map of bin sitings is in progress

Item 6 – Planning

- a) Applications none b) Decision – noted
- c) Further development at Scotts. Cllr. Hartley advised that councillors could submit their individual opinions on this new proposal and the official BTC response would be made when a formal application was received.

Item 7 - Finance

a) Cheques for payment

598	SNC Playgrounds	23,280.00
599	HMRC – NI Payment	58.19
600	Bampton PP Steering Group Grant	500.00
601	L. Moore (Paint for Playground)	119.96
602	E. Holland (Bench Repair)	72.44
603	Andrew Hole plumbing (Lock up)	87.00
604	S W Water (Church)	199.47
605	Clerk Salary & Exp (July)	624.21
606	M Morgan (Toilets) July	310.00
607	MJF Contractors (Grass July)	415.13
608	DALC (Standing Orders)	25.00
609	N. Carder (Hollett Gdn. July)	18.00
610	Five Star Security Services (Car Park moneybox)	138.00

b) Receipts and Payments for July

Balance brought forward 35583.06

Receipts

Riverside Hall Refund	93.00	
Bampton Football Club Rent	400.00	
Scouts Rent	60.00	
Bampton open Day Fund Playground contribution	<u>2000.00</u>	<u>2553.00</u>
		38136.06

Payments

MDDC Rates	99.00
Bampton School Grant	277.25
Clerks Salary & Expenses (June)	842.45
MJF Contractors (June)	394.63
Bampton WI Grant	100.00
Ken White Signs	78.00
RAS (BamptonPhotos)	50.00
PFGFabrications (Playground)	1636.80

Spot on Supplies (RH Refund)	96.13	
M Morgan (Toilets) June	300.00	
Filmbank (RH Refund 1)	111.60	
Filmbank (RH Refund 2)	111.60	
E. Holland (Plough repair)	54.99	
N. Carder (Hollett Garden June)	27.00	
HMRC NI Contributions	58.19	
Cove Garden Nurseries	202.06	4439.70
		<u>33696.36</u>

c) Bank Balances HSBC 33,696.36
Scottish Widows 15,862.44

d) Key Fund Acnt – It was agreed to close Ac. No.91381962 and transfer the balance to Ac.No.61137220. **Approved**

e) Sub Committee Budgets. It was agreed to form a Finance Sub-Committee, viz. Cllr. Hartley, Cllrs. Simper and the Clerk, to manage the Council's financial resources within budgetary limits. Cllr. Hartley advised that expenditure recommended by all Sub-committees above prescribed budgetary limits should be presented to full Council. **Approved**

f) Water Rates for Churchyard It was agreed to contact the PCC suggesting that BTC pay for the Mary Lane standpipe and the PCC pay for the Church standpipe

Item 8 – Reports from Committees and Sub-Committees

a) Riverside Hall – Cllr. Hicks reported that Terry Knagg has been co-opted to the Committee as Trustee. Cllr. Frost agreed to join the Committee.

b) Millennium Green

(i)QE11 Fields – Cllr. Stoner has agreed to proceed with the application. Cllr.Hicks agreed to assist.

(ii)Pump House – Cllr. Simper reported on the inspection and it was decided he should approach the tenant to discuss the remaining contents.

(iii)Woodland Proposal – It was agreed to write to Mike Hatchett confirming that BTC still wished to work with the PCC on Millennium Green projects. A vote of thanks to the church for their help with the Millennium Green was proposed and agreed.

(iv)The Millennium Green Committee will meet on 24th August. Cllr. Stoner agreed to join the Committee.

c) BTC Property & Assets

(i) Cllr. Millen was commended for the comprehensive Report presented. She explained what the Sub-committee saw as the definition of their role, as set out in the Report, which was unanimously **approved**.

d) Station Road Playground

Inspection Report – Terry Knagg reported urgent repair needed to a bench. Cllr. Millen will inspect.

Rubbish Problems – The Clerk reported improvement following discussions with a local trader. A second bin has been ordered from MDDC and repair to the base of the existing bin requested.

e) Bampton Fair Working Group – Cllr. Frost reported that a thorough survey of signs and placings was under way.

Further stewards are urgently required and it was agreed to ask for volunteers in the next Newsletter and Signpost.

f) Emergency Planning

(i) Flood Plan. Cllr. Hicks reported a further practice planned for September.

(ii) Snow Warden. Equipment has been ordered and funding received for salt delivery. Volunteers are required to act as local contact points and also to assist with the new equipment when necessary.

g) Allotments

The lease for South Molton Rd is still awaited from the Allotment Society. Colin Rowland was assured that BTC had residents waiting to take on allotments and would get the lease signed as soon as possible.

h) Parish Plan Steering Group.

Cllr. Hartley reported that volunteers were needed to distribute questionnaires in September and quotes for compilation of results were being obtained. Cllr. Colthorpe offered a contribution of £500 towards the cost, which was gratefully accepted. It was agreed to provide councillors with a copy of the questionnaire at the next Meeting.

i) Business and Tourism.

It was agreed that a representative of the business group should be invited to be involved in future BTC Asset and Property planning and to consider designating Parish Plan questionnaires specifically for businesses.

Item 9 – Repair and Renovation of The Stage. It was agreed that Cllrs. Simper and Millen would inspect the Stage with a view to making it safe as soon as possible. The possibility of a Design Competition to a set budget was discussed.

Item 10 – Station Road Car Park

Money Boxes – Cllr. Millen agreed to investigate the possibility of improving security

Repairs to Drainage Channels and Retaining Stone Walls – Cllr. Millen will inspect.

Public Toilets – A MDDC Meeting will take place on 4th August regarding the future ownership of these toilets

Parking Sign – Existing signage was reported as sufficient

Untaxed vehicle. – In view of the length of time this vehicle has been left in the Car Park it was agreed to request the relevant MDDC officer to inform the owner that it will be removed.

Item 11 – BT Adopt a Kiosk Scheme It was agreed that there had been no interest and therefore BTC would not take it over

Item 12 – Charter between MDDC and Town and Parish Councils of Mid Devon. It was agreed to approve the principles.

Item 13 – Draft publication Scheme. The Scheme was discussed and it was agreed to adopt it.

Item 14 – Proposal to equip Bampton with AED's

The scheme was discussed, with Cllrs. Hartley and Simper having relevant experience, it was agreed to offer support. The Chairman spoke about his discussion with the Chairman of the Signpost committee in connection with the Open letter published in the last issue. The letter and the subsequent apology were inserted without the knowledge of the Committee and a meeting of the Signpost committee has been proposed wherein the matter will be discussed openly.

Item 15 – Items for Newsletter: Thanks to BACON for £350 for flowers : Thanks to Church for assistance with MG :Volunteers needed for Snow Warden and Parish Plan Questionnaire distribution : Dogs Worrying Sheep : Stewards required for 2 hr shifts on Bampton Fair day: Hog Roast at MG from 12 -2.30 on 3rd September

Item 14 – Items for Next Meeting – Parish Plan questionnaire: The Stage: Pump House: Lock up : Toilets : BTC Property & Assets: Budgets: Diamond Jubilee celebrations.

Item 15 – Next Meeting – 2nd August

Meeting Closed 9.45 pm

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