

Minutes of the meeting of Bampton Town Council held on Wednesday 6th February 2019, 7pm in the LARC building.

Present: Cllr. Hicks (Chairman); Cllr. Weston; Cllr. Tanner; Cllr. Baker; Lewis Clarke from the Tiverton Gazette; Mr & Mrs Fagg (footpath wardens); Cllr. Leach; District Cllr. Stanley; 3 members of the public; Penny Clapham (Clerk).

1) Apologies and Acceptance for Absence: Cllr. Edwards.

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. 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 3 (c,d,e,f) refers.** None declared.

Hayley Hillman from Tiverton & District Community Transport Association. Explained the car scheme run by volunteers. Also shopmobility from the Tiverton car park for the less able. Asking for Council to consider grant funding to provide financial support, as there are users of this scheme in Bampton..

Alan Woolley – on behalf of the Bampton Fair Working Group, endorse the recommendations listed below, for the grants requested from the Fair monies. 760th Fair went very well – thanked Cllr. Hicks for her role as chief steward. The evening event also went fantastically well and thanks to the people of Bampton who have supported the Fair for many years. On behalf of Exmoor Rotary Club, we are happy to continue with the agreement as put together 2017. Cllr. Hicks thanked Alan Woolley and the Rotary Club for their involvement in the Fair.

Mr. & Mrs. Fagg – with regard to the map review. The P3 forms for footpaths have been completed and sent in to Devon County Council, copies to the Clerk. Evidence forms for the definitive map review may still be completed by individuals and submitted to Tania Weeks, to be taken forward by the County. Two possible routes are going forward for consideration and further investigation.

3a) Ian Hyde for Morebath Cricket Club – requesting a letter of support from Bampton Town Council to assist with the Cricket Club's application for funds from the Communities Together Fund. Standing orders suspended for Ian Hyde to describe his request to the CTF. The Cricket Club are looking to improve the boundary fence between the cricket pitch and the adjacent land, needing a letter of support. Described the reasons for the application for Fair monies, and the funding received so far. Cllr. Hicks will arrange the letter of support. All agreed by show of hands.

4) Definitive Map Review – no proposals or changes to the footpath map has been brought to the attention of Council – to be noted and reported to T. Weeks at Devon County Council. Noted.

5) Chairman's Report (for information only) –
Read by the Chairman and attached to these minutes for information.

6) Traffic Issues Consultation 18th January 2019 – Cllr. Hicks's report circulated to councillors prior to this meeting.
Cllr. Hicks proposes to request Highways to install a safety railing outside Spar.

Cllr. Hicks has requested a quote from PFG Fabrication regarding this railing; however this is a Highways matter and would require their agreement. Council have agreed that this railing would be the best way forward as no pedestrian crossing would be provided by Highways. To consider enlarging the paving at that spot so that a railing could be installed. Cllr. Tanner considers that a police presence may help with some of the poor parking issues. Cllr. Hicks will liaise further with County Cllr. Colthorpe to see if this matter can be progressed. All in favour by show of hands.

Cllr. Tanner considers that the white and yellow lines in Newton Square need to be re-painted.

7) County & District Councillor reports:-

County Cllr. Colthorpe sent in a report, with highlights read by Cllr. Hicks.

District Cllr. Stanley reported on a briefing from the Boundary Commission. The district budget looks as if there will be a slight overspend. The 2019/20 budget increase will be 2.99%. Planning application has been submitted to open up the Pannier Market to make it more central to the town.

8) Minutes – to approve and sign the Minutes of the meeting held on the 9th January 2019.

The minutes were approved and signed as a true record by the Chairman.

9) Old Lock up/Store –

- i. To receive a works update. Phase one has been completed.
- ii. To agree the cost of new doors. The old doors no longer fit properly. Approx. £90 each + fitting. Council resolved to agree the purchase of replacement doors; Cllr. Hicks will arrange this with the builder.
- iii. To agree to re-assess further upgrades to the building. To reduce the height of the modesty wall. Council resolved to go ahead with this reduction.
March agenda for the possibility of the roof requiring attention, and for further updates.

10) Bampton Charter Fair:-

- a) To agree the Council's Fair accounts. Council resolved to agree the accounts – proposed by Cllr. Hicks; all agreed.
- b) To agree to re-advertise in UK Craft Fairs for 2019 – cost of £50.00. Agreed.
- c) To agree an increase in the footage from £3 to £3.10 for street market stalls making the minimum for a stall to be £31.00. Resolved and agreed by show of hands.
- d) To consider accepting card payments from stall holders over the phone/internet – there is a cost for this service. Best value is Square with a flat 2.5% charge per transaction. Resolved. Proposed by Cllr. Leach seconded by Cllr. Baker, all agreed by show of hands.
- e) To check and agree the amended street market application forms as circulated prior to this meeting. Agreed.
- f) To consider the application from Devey for the fairground (if received). March agenda
- g) To pay the third amount as agreed to the Rotary Club for their assistance with the Fair. Council resolved to make this payment of £1591.67. Proposed by Cllr. Baker, seconded by Cllr. Leach.
- h) To distribute Fair monies as grants to applicants as follows:-
 - i. Bampton Netball Club request for £200.00. Agreed.
 - ii. Morebath Cricket Club request for £300.00. Agreed.
 - iii. Wellbeing Bampton request for £150.00. Agreed.
 - iv. Bampton Heritage & Visitor Centre request for £250.00. Agreed.
 - v. Shillingford & Petton Village Hall request for £430.00. Agreed.
 - vi. LARC request for replacement printer and installation – amount £185.00. Agreed.
 - vii. Riverside Hall (Community Hub) request for £1,000 or appropriate sum. Balance agreed £866.37.

Cllr Tanner proposed these payments are made, seconded by Cllr. Baker.

viii. Community Hall request for £1,000. Recommended to apply to Rotary.

11) Millennium Green – to consider costs for emptying the bins at the Green. March agenda as costs have not yet been submitted.

Ball Court: to consider cleaning of the surface and the caging in the ball court. Cllr. Hicks requested Cllr. Stanley find out what Mid Devon do in similar circumstances.

Cllr. Leach – hedges at the Motte are now tidy. Field beyond the Motte last cut by the Payback community – could be cut by Piers Jones for about £300-400 (2 days work). Cllr. Leach will progress. This sum is in the allowed budget for 2018/2019.

12) PLANNING:

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

- a) 18/01714/LBC Listed building consent for renovation of conservatory, installation of en-suite to second floor and installation of velux window, 11 Brook Street, Bampton.
No comment.
- b) 19/00117/CAT Notification of intention to fell 1 holly tree within the conservation area, 1 National Terrace, Bampton.
No comment.

Planning Decisions:

- a) 18/01939/LBC Listed building consent for the erection of a sun room, 6 Mill Head, Bampton.
GRANTED & 18/01938/HOUSE
- b) 18/01916/LBC Listed building consent for internal and external alterations, 16 Brook Street
GRANTED
- c) 18/02055/CAT Remove one apple tree within a conservation area, 6 Frog Street.
NO OBJECTION
- d) 18/00707/PNCOU Prior approval for change of use bakery to dwelling, 40 Brook St.
REFUSED

13) FINANCE:

Expenditure:	PFG Fabrication Ltd – plaques	£162.00	BACs
	Employment January	£527.75	BACs
	N. Page replacement of stile	£230.00	BACs
	J. Caunter toilet cleans	£310.00	BACs
	Colin Fagg P3 annual expenses	£38.60	BACs
	Community Hall – room hire	£49.00	BACs
	Tivvy Skip Hire	£192.00	BACs
	Edge It Systems Accounts	£319.20	BACs
	Wooden Workshop (1773)	£2660.40	BACs
	Wooden Workshop (1774)	£187.06	BACs
	A.J. Floyd – hedges	£96.00	BACs
	Toilets rates	£363.39	DD

Income:	.Toilets	£83.85	cash
	Car Park	£285.50	cash

Bank Reconciliation and Statement: Reconciliation and bank statement circulated to all councillors at the meeting.

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

- 14) Internal Control Policy** – to review and agree this policy is up to date and fit for purpose. Agreed.
- 15) Final Budget** – to agree publication of the final budget for 2019/2020. Agreed. Proposed by Cllr. Hicks, seconded by Cllr. Tanner.
- 16) Internal Auditor** – to agree the appointment of Lee Accounting, Kingsteignton to be Council’s internal auditors for the year ending 31st March 2019. Agreed.
- 17) Asset Register** – to review and confirm the current asset register. To be further updated by the Clerk. Agreed.
- 18) Risk Assessments** – to review and confirm the updated risk assessments. Agreed.
- 19) Financial Regulations 2019** – Page 16 updated to comply with the law regarding procurement and tenders. Agreed.
- 20) Clerk’s report**
- i. Charity Commission annual returns for year ending 31st March 2018 have been completed and submitted for both the Recreation Field and the Millennium Green Trust.
 - ii. Thanks sent to Highways by email for the prompt service in replacing the drain cover on 16th January.
 - iii. There is a charge from our bankers now if we pay in more than 15 cheques in any one month. Clerk will encourage Bampton Fair stallholders to pay by bank transfer.
All items noted.
- 21) Annual Parish Meeting** – to finalise date a venue for the APM in April. 26th April 7pm for 7.15pm. Refreshments.

Part II

- 22)** To resolve to exclude the public and the press to progress a Personnel matter. Resolved.
- 23) Clerk’s Annual Appraisal** – to receive a report.
Report received and agreed by Council.

EXTERNAL MEETINGS ATTENDED: reports from Councillors

Items for Information

NOMINATION PACKS FOR CANDIDATES TO STAND FOR TOWN AND DISTRICT COUNCIL ARE AVAILABLE ON THE MID DEVON WEBSITE www.middevon.gov.uk
www.middevon.gov.uk/your-council/voting-elections/2019-elections/standing-for-election-and-being-a-councillor/

The next Council meeting is on 6th March 2019 at 7.00pm in the LARC Building.

Meeting closed at 8.22pm.

Email circulations during the past month

NALC open letter from Chief Executive
Citizens Advice news
Planning Dept. reducing their hours info.

NALC Newsletter
ConnectMe Devon news

BTC Chairman's report for February 2019

- **The Traffic Consultation** day elicited a very good response and some ideas which BTC will follow up. It was attended by the Road Casualty Reduction Officer from Devon and Cornwall Police and Steve Leigh from Highways as well as DC Cllr Polly Colthorpe. A report on the day is Agenda Item 6 and that report will be published for the public together with the Minutes. Many thanks to all those who contributed and braved the elements to attend.
- **The response** from Highways' Safer Travel Strategy & Programme Officer is as follows:

There are a number of problems with regard to installing railings in front of the Spar shop. The most fundamental problem to this is the likelihood of someone getting trapped the wrong side of the pedestrian barrier and being struck by a vehicle. Across the county we try and remove pedestrian guardrail whenever we get the opportunity due to this issue. I would not support the installation of guardrail on this point alone.

There is also the issue of the width of the footway in front of the Spar, the guardrail would need to be installed a minimum of 450 mm from the kerb face to reduce the risk of a vehicle strike. This would leave a substandard width of footway for pedestrians to use particularly pushchair and mobility scooters, possibly forcing them to use the road instead.

Overall I cannot support the installation of pedestrian guardrail at this location.

- There is good news from Highways for Scott's. Following an extra £6.5 million Govt. funding an application has been made by Highways officer Steve Leigh to re-profile (raise) the roadway at Scott's and to re-surface it to minimise the effect of flooding from run-off when there is autumn leaf fall. It is worth noting that Bampton Councillors warned about the effects of run off at the initial planning stage of Scott's development.
- It is also worth recording that the pothole work done in Bampton recently is not fit for purpose and we are also wondering why the whole of Barnhay has had to be resurfaced when there did not appear to be anything wrong with most of it whilst the junctions of Station Road and West Street are appalling.
- Regrettably the Christmas gift of vandalised railings on the Scott's footpath are still awaiting repair from Highways. We have recently also had a forced lock at the toilets in Station Road and a soap dispenser pulled from the wall.
- There is a report of a vehicle in Millhead Lane which has been untaxed and without a valid MOT since 2016.
- If you don't already know of it, may I draw your attention to a Devon and Cornwall Police website **AskNED** which answers many and various enquiries made by the public and points them to a website link. It is quite fascinating and informative.
- Following the freezing spell of weather, I would also like to high-light a **24 hr. SW Water** telephone number on which water mains leaks can be registered. It is **0800 230 0561**. Possible pollution may be reported on **0344 346 2020**.
- **The BTC Mission Statement** ratified in May last year has been amended to specify that Bampton parish includes Shillingford and Petton.
- Finally, **HUGE** thanks to the group of Rotary volunteers who turned out to clear the Old Lock up so that improvement works could begin. They have already been back to re-store the heavy Fair equipment. Also profound thanks to Claire Benton, Chair of Riverside Hall Committee for her co-operation in this matter Without this help we would be the poorer.