

# BAMPTON TOWN COUNCIL

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

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22<sup>nd</sup> February 2023

To all Councillors.

You are hereby summoned to attend the Meeting of Bampton Town Council to be held in the LARCS building on Wednesday 1<sup>st</sup> March 2023 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

## AGENDA

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

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

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) -**

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

6) **Minutes – to approve and sign the Minutes of the meeting held on the 1<sup>st</sup> February 2023**

7) **Bampton Charter Fair** – Cllr. White to report.

8) **Millennium Green** – update on the proposed pump track to be received.

**9) The Stage** – quotes received to repair the wall and fix the paving on the Stage estimated at £540 plus some material. Bed on north corner facing Castle Street also requires works to remove the base of a large tree and create a raised bed. Estimate tba.

**10) Licence for agreement** – Licence between the Trustees of the Riverside Hall and Bampton Town Council to site a storage container at the back of the car park, in order to have both flood and snow equipment in the town centre. Draft licence circulated to councillors prior to this meeting.

**11) Grant Application** – Application received from Bampton School for £300 to go towards the laying of a concrete base for two new sheds for childrens play equipment.

**12) Grant Application** – Application from Bampton Allotments Association for £200 to go towards new allotment land in Frog Street.

**13) Blue Badge Parking in Bampton** – Council have received a request for a blue badge space to be created in Station Road car park, as well as better signage for the spaces already available in Brook Street.

#### **14) PLANNING:**

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

- i. 23/00209/FULL Erection of two dwellings and associated works, land and buildings at NGR 295663 122384 Frog Street, Bampton.
- ii. 22/02377/HOUSE Erection of a granny annexe for residential use associated with the main dwelling following demolition of existing outbuilding.
- iii. 23/00272/CAT Notification of intention to remove 5 young silver birch trees from a group of 10, remove damaged and deadwood branches from within canopy and lift the crown of 2 beech trees, and fell 1 beech tree within a conservation area, The Old House, Frog Street, Bampton.

#### **Planning Decisions:**

- a) 23/00066/NMA Non material amendment for 16/00047/FULL to allow modification of footprint and elevations relating to plot 55 Scotts Business Park  
GRANTED

#### **15) FINANCE:**

<b>Expenditure:</b>	Big Cheese – litter bag holders	£69.90	CARD
	Reach – advert for groundsman	£62.78	CARD
	SW Hygiene – annual renewal for toilets	£404.77	BACs
	XL Planning – planning fee	£348.00	BACs
	Mid Devon Council – Fair bins	£660.00	BACs
	Devon & Somerset Marquees – Fair	£1078.34	BACs
	C. Fagg – P3 co-ordinator annual expenses	£17.50	BACs
	Employment February	£827.24	BACs
	J. Caunter – toilet cleans February	£280.00	BACs
	SW Water Old Store estimated Nov-Feb	£33.00	DD
	SW Water Toilets estimated Nov to Feb	£112.61	DD
<b>Income:</b>	CCLA Dividend January (reinvested)	£221.86	

Bank Reconciliation circulated to all councillors at the meeting.  
Council to resolve to accept the receipts and payments account.

**16) Councillor Training after Elections** – a bespoke evening session can be made available here in Bampton by DALC trainer Elise. This would cost £200 for up to 10 people and £250 for 10-16 people. Hall hire and refreshments would be provided by Bampton and other parish councillors can be invited. Council to consider this training opportunity as booking needs to be made as soon as possible.

**17) Policies & Documents for update check –**

- i. Asset Register
- ii. Scheme of Delegation Policy
- iii. Internal Control Policy
- iv. Financial Regulations – to agree to updates on 11.1h and 14.2
- v. Standing Orders – revised page 24 with regard to contracts.
- vi. Terms of Reference for Committees
  - a. Bampton Hall Committee
  - b. Finance Committee
  - c. HR & Appeals Committee
  - d. Open Spaces Committee

**18) Coronation Activities** – currently there is no lead identified for activities for the 7<sup>th</sup>/8<sup>th</sup> May.

**19) Clerk's Report –**

- i. The piper who played at the late Queen's Diamond Jubilee would not accept a fee for himself; he kindly donated the £100 the Council sent him to Hospiscare, who have thanked the Council by email.
- ii. Active Places data platform audit for the Recreation Field completed 8<sup>th</sup> February and submitted.
- iii. Citizens Advice have thanked Council for the received donation of £300. Much appreciated.
- iv. Mid Devon Mobility have sent a letter thanking Council and all the parishioners for the grant recently sent to them.

**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.**

**20) Report from Bampton Hall Committee** – to resolve to consider the report. To resolve on actions and associated expenditure from this report.

**21) Contractor to Council for Grounds Maintenance** – to discuss quotes received.

**EXTERNAL MEETINGS ATTENDED:** reports from Councillors

**Items for Information**

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