

BAMPTON TOWN COUNCIL

Interim Clerk: Mrs Jill Larcombe

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30th April 2025

To all Councillors.

You are hereby summoned to attend the Annual Meeting of Bampton Town Council to be held in the LARC building on **Tuesday** 6th May 2025 at 7.00 pm for the purpose of transacting the following business.

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

Jill Larcombe

Jill Larcombe - Interim Clerk to the Council

ANNUAL PARISH MEETING AGENDA

1. Election of Officers

1.1) Chairman. Invite nominations and elect a Chairman for the year.
Chairman to sign the Declaration of Acceptance of Office by a Chairman Form.

1.2) Election of Vice Chairman

2. Apologies and Acceptance for Absence:

- 3. 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

4. Appointment/Confirmation of Committees

- a) Planning Committee
- b) Finance Committee
- c) HR Committee
- d) Open Spaces Committee
- e) Bampton Fair Committee
- f) Bampton Hall Committee
- g) Christmas events Committee

5. Agreement of Terms of Reference

6. Appointment to Working Groups

- a) P3 Footpath Wardens
- b) Flood Group
- c) Snow Warden

- 7. Approval** of signatories for cheque payments and authorised internet bank payments. To confirm the current signatories are Cllr. Fouracres/Cllr. N. Bull/Cllr. Brooker/Cllr. White.
- 8. 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.
- 9. Chairman's Report (for information only) -**
- 10. Reports**
 - 10.1. County Councillor** (to note newly elected councillor
 - 10.2. District Councillor**
- 11. To approve the minutes of the meeting held on the 7th April 2025 as an accurate record of the meeting.**
- 12. Report from the Charter Fair Committee meeting on 6th May 2025:** Cllr White to report.
- 13. Open Spaces Report:**
 - 13.1. Report from Council Open Spaces Walk around on 12th April
 - 13.2. To receive an update on discussions about finger posts as signage within the town
 - 13.3. To report on repairs to the toilets and consider rationalisation of costs for the toilets.
 - 13.4. Update on repairs to the bus shelter at Petton Cross and a bus stop sign on the opposite side of the road.
 - 13.5. Update on purchase of Bleed Control Kits
 - 13.6. Motte & Bailey – to report that the area has been fenced off for safety reasons. Plans for repairs
 - 13.7. To note the replacement by DCC of the fencing for the linking footpath to Scotts from the Industrial Estate.
 - 13.8. To discuss the quote to lay the disabled parking bay markings
- 14. Update on the Councils actions and proposals on projects identified in 2023/24 regarding improvements in accessibility in the town to be paid from the Sheila Howells Legacy.**
- 15. Planning**
 - 15.1. Planning applications** - Mid Devon District Council has asked for observations from the Town Council on the following planning application:
No applications received when the agenda was published..
 - 15.2. Planning Decisions:** to note the following decisions made by MDDC
25/00310/CLP Certificate of lawfulness for the proposed erection of single storey rear extension following demolition of existing lean-to. Location: Myrtle Cottage, Shillingford, Tiverton.
Decision: permission granted.
 - 15.4. Any other planning matters.**
- 16. To agree to purchase the phone boxes in Newton Square and Briton Street from BT for a nominal sum**
- 17. Emergency Plan update:** Cllr R Brooker to report.
- 18. VE Day 2025:** details of ceremony to be held on 8th May at 9am

19. FINANCE:

19.1. Payments to be approved

Bampton Allotment Association - grant	£200.00
St Michaels Church Hall – hire of hall for Annual Parish Meeting	£20.00

19.2. Payments made since the last meeting

Janice Caunter – toilet cleaning	£350.00
Vision ICT Ltd - Biennial fee for .gov.uk domain renewal – June 2025 to May 2027	£78.00
Start Safety Ltd – stencil for disabled parking bay & Primer	£139.32
Jay Kemp – handyman work	£115.00
Cllr Simon Fouracre – expense claim, keys for pump House	£29.60
Unity Trust Bank – service charges	£6.00
EDF (Direct Debit 10 th March & 10 th April) electricity	£27.00
EDF (Direct Debit 22 nd April) electricity	£20.76

19.3. To note the receipt of the precept - £42,500.00

19.4. To note the transfer of £30,000 to the CCLA Investment Account

19.5 Annual accounts 2024-25

19.6. Bank reconciliations

19.7. Update on change of accounts software

20. Clerks Report

21. Date of the next Council meeting – 2nd June 2025 at 7.00pm in the LARC building.