

Bampton Town Council

Clerk: Mrs Jill Larcombe

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27th August 2025

To all Councillors.

You are hereby summoned to attend an Extraordinary Meeting of Bampton Town Council to be held in the LARC building on Monday 1st September 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 - 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. **Reports**
 - 5.1. County Councillor
 - 5.2. District Councillor
6. **To approve the minutes of the meetings held on the 7th July 2025 as an accurate record of the meeting.**
7. **Report from the Charter Fair Committee meetings on 4th August and 1st September 2025:** Cllr White to report.
8. **Open Spaces Report:**
 - a) Update on repairs to the bus shelter at Petton Cross
 - b) Motte & Bailey – update on ordering of replacement memorial bench
 - c) Update on creating disabled parking bay in Station Road car park
 - d) Update on purchasing the phone boxes.

- e) To agree a quote from Four Seasons Tree Services Ltd to remove the fallen Goat Willow tree at the Millenium Green.
- f) To consider quotes to survey the pipework and clear any blockages or restrictions that feed the least
- g) To discuss quotes for bin replacement
- h) To discuss who will maintain the tree growth in Packhorse Way.
- i) Confirmation of the date of the next Open Spaces Committee meeting

9. 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.

10. Planning:

10.1. Planning applications - Mid Devon District Council has asked for observations from the Town Council on the following planning application:

25/01148/Full. Erection of two covered yard extensions. Location: Land and Buildings at NGR 300873 124454 Parsonage Farm, Shillingford.

25/01141/Full. Erection of first floor rear extension and two storey side extension. Location: 3 Meadow View West Street Bampton

10.2. Planning decisions: to note the following decisions made by MDDC

25/00702/CLP. Certificate of Lawful Use proposed conversion of garage to additional ancillary accommodation to include the addition of a pitched roof as shown on the 'Proposed Floor Plan and Elevations' drawing, dated 03/06/2025. Decision: certified lawful

25/00763/House Retention of a single storey rear extension. Location: 3 Mary Lane, Bampton. Decision: conditional approval.

25/00867/TPO Application to crown reduce 1 Yew tree by 2-3mtrs, protected by Tree Preservation Order 01/00003/TPO. Location: Mary Foxs House, Newton Square, Bampton. Decision: permission refused.

10.3. Any other planning matters.

11. To discuss parking on South Molton Road and consider requesting that restrictions are removed

12. Council office - to discuss:

- a) Furnishing the office
- b) Signage
- c) Opening to the public
- d) Offer to County Cllr and District Cllrs for use for surgeries

13. FINANCE:

13.1. Payments for approval

Four Seasons Tree Services Ltd – monthly maintenance contract - TBC

13.2. Direct Debits & fees

Unity Trust Bank – service charges	£6.00
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13.3. To report on payments made since the last meeting

Janice Caunter – toilet cleaning July & August	£700.00
E W J Tanner – office rent for August & September	£700.00
Hoar Oak Publishing – Charter Fair advert	£42.00
St Michael's Community Hall – room hire	£20.00
Luke Hadley – cleaning office windows	£40.00
Cllr S Fouracres – additional office keys	£38.40

Vision ICT – website hosting etc	£225.76
Northfield Gardening & Landscaping – installation of pedestrian gate on Footpath 14	£264.00
Travis Perkins – line marking paint for pickleball court	£68.88
DCW Polymers Limited – replacement bench	£477.00
Four Seasons Tree Services Ltd – maintenance contract	£919.19

13.4. Financial report including bank reconciliations

14. Update on progressing the new Town Council website

15. Clerks Report

16. Council meeting dates – review of meeting day and the possibility of remote attendance. Confirmation of the date of the next meeting.