

**Minutes of the meeting of Bampton Town Council held on Wednesday 2<sup>nd</sup> March 2022, 7pm in the LARC building.**

**Present** – Cllr. Fouracres (Chairman); Cllr. McHenry; Cllr. N. Bull; Cllr. White; Cllr. Williams; Adam Paget; Cllr. Whiteway; Cllr. L. Bull; Lewis Clarke (Press) Penny Clapham (Clerk). County Cllr. Chesterton.

**1) Apologies and Acceptance for Absence:** District Cllr. Stanley.

**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 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) –**

Bampton are taking part in a tree planting for the Jubilee with an English oak on the recognised day of 11<sup>th</sup> March. Meet at 11am at the recreation field. A plaque will be organised. Chairman has attended 2 planning meetings organised by Mid Devon Council – concluding that planning is very complicated. A new highways officer has been appointed for the area. With regard to the situation in Ukraine, Council acknowledge and sympathise with this situation and the people of the affected areas; any posters pertinent to Ukraine can be put onto noticeboards should this be required.

**5) County & District Councillor reports:-** Cllr. Stanley's report has been circulated. Cllr. Chesterton also submitted a written report duly circulated.

**6) Minutes – the Minutes of the meeting held on the 2<sup>nd</sup> February 2022** were approved and signed by the Chairman as a true record.

**7) Bampton Charter Fair** – Cllr. White to update general activities.

Sara and David Small have joined the Charter Fair Committee. This was a positive meeting and Council will be using Sum Up card reader to take debit/credit payments, as this can then be used for other council activities such as payments for Christmas trees.

**8) Grant applications received and to be agreed from Fair Monies 2021**

Shillingford & Petton Village Hall, £400 requested. Cllr. Whiteway proposed this grant. Resolved and all agreed by show of hands.

**9) Bampton Hall** – update to be received on current actions. Cllr. White reported that a good meeting was held in Bovey Tracey which is a new community centre including a library. They had offices for rental for start-up business's; very encouraging meeting. Currently awaiting a valuation on a piece of land in order to move forward.

**10) Drone flying** – a request for permission to fly a drone from the Recreation Field. The drone in question is registered with the CAA and has a camera. To agree actions.

Council consider that more information is required, such as public liability insurance. Council have specific safeguarding concerns regarding the camera. To check with DALC/Mid Devon Council/our Insurers. Agenda for April.

**11) Platinum Jubilee** – costs of a beacon (circulated) to agree actions and associated expenditure.

Resolved to purchase a gas-fired beacon at a cost of £490.00. Proposed by Cllr. L. Bull, all agreed by show of hands. A website is being designed and other events for the 4 day weekend are being discussed. Clerk and Sam Thomson heading up the planning for this event.

**12) Open Spaces Reports** –

- i. Millennium Green and proposals for a pump track – to receive updates regarding the chafer beetle/planning. There have been no sightings of the chafer beetle at the M. Green. The biodiversity report of 2005 has been actively consulted. Be mindful that it would not be just a tarmac area. The proposed track would be like a ribbon – it is not a skate park. Cllr. Chesterton suggests a video or photo of an in-situ pump track to take to a planning application. There is some S106 monies available. Cllr. L. Bull proposed Council apply for these monies in the first instance to cover initial costs. Resolved to progress young peoples' facilities at the M. Green; proposed by Cllr. Fouracres, seconded by Cllr. L. Bull, all agreed by show of hands.  
Cllr. N. Bull reported vandalism damage to a gate, the bench in the bus stop – photos sent in. Vandalsim at M & Bailey also reported. Bampton school notified a broken branch at the top of a tree overlooking the school. These points are being actioned.
- ii. Recreation Field and the proposed table tennis table – to receive an update on installation costs. Cllr. Williams still to action. April agenda.
- iii. Car parking – to consider the planning implications of creating parking spaces at the recreation field. It is possible to have a surface that grass can grow through, such as open work concrete blocks. Resolved to put in a planning application for part change of use of the field from recreation to parking.

**13) 20's Plenty Campaign** – to resolve to pass a motion supporting this campaign. Cllr. Fouracres reported that this is a national campaign. Resolved to support, proposed by Cllr. Fouracres and all agreed. To consider a submission to Devon County Council in partnership with Cllr. Chesterton to support a 20mph scheme in Bampton. Said submission has to be in by 31<sup>st</sup> March. Council resolved to support this campaign, proposed by Cllr. Williams. All agreed by show of hands. There is an application form to be completed. Action Clerk.

**14) PLANNING:**

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

- a) 22/00175/FULL Erection of replacement dwelling, use of the 'Bothy' for incidental use, installation of package treatment plant, erection of garden building and repair/renovation of existing residential outbuildings, The Walled Garden Bampton.  
Approved and Supported.
- b) 22/00251/FULL Erection of replacement dwelling, Five Levels, Bampton  
No comment
- c) 22/00253/FULL Erection of replacement dwelling, Ringwood, Old Tiverton Road, Bampton  
No comment
- d) 22/00342/HOUSE Removal and replacement of concrete render with lime render and replacement windows, 22 Frog Street, Bampton  
Approved and Supported

## Planning Decisions:

- a) None received this month.

## 15) FINANCE:

<b>Expenditure:</b>	OSCM Carpentry – repair toilet door	£76.60	BACs
	Viking Direct – toilet essentials	£124.16	BACs
	SW Hygiene – annual certificate	£389.88	BACs
	C. Fagg P3 footpath expenses	£17.50	BACs
	N. Page P3 works to paths 7 & 8	£79.00	BACs
	SLCC Practitioners Conference	£90.00	BACs
	J. Caunter – toilet cleans February	£280.00	BACs
	Employment February	£776.20	BACs
	LARCS – room hire 02/03	£50.00	BACs
	EDGEIt – 5 <sup>th</sup> year of contract	£338.40	BACs
	Hire Community Hall for Parish Meeting	£54.00	BACs
	Oak tree for Jubilee (S. Fouracres)	£35.93	BACs
	SW Water – toilets	£162.14	Est. DD
	SW Water – Old Store	£18.33	EST DD
	EDF Energy – toilets 11/12 to 18/02	£88.85	DD 08/03
<b>Income:</b>	February car parks income	£270.00	
	CCLA to 31 <sup>st</sup> January interest	£6.51	.

Bank Reconciliation circulated to all councillors at the meeting.

Council to resolve to accept the receipts and payments account. Resolved. Proposed by Cllr. L Bull. All agreed by show of hands.

**16) Internal Control Policy** – to review and agree this policy updated for 2022. Proposed Cllr. L. Bull.

**17) Council's Risk Assessment** – to review and agree the risk assessment. Proposed Cllr. L. Bull. To consider cyber risk and implement to the risk assessment.

**18) Open Spaces Risk Assessment** - to review and agree this risk assessment. Proposed Cllr. White.

**19) Asset Register** – to review and agree the Council's asset register. Proposed Cllr. Williams with the addition of dog poo bag dispensers.

All updated reviews agreed and will be published onto the website.

**20) Emails** – Cllr. White does not agree the email system as used by Council. To consider porting the emails to the Microsoft 365 account to include a storage system. Proposed to contact an adviser about migrating emails and storage to 365. Cllr. L. Bull to action.

**21) Clerk's report** –

- i. Checked and updated where necessary: Data Retention Policy; List of documents for retention Appendix A; Inventory of Data Schedule.
- ii. Clerk's holiday 18<sup>th</sup> July to 5<sup>th</sup> August inclusive. Agreed and there will be no Council meeting in August.

- iii. Request permission to attend SLCC training seminar 25<sup>th</sup> May at Exeter, shared cost with Colebrooke so £67.50 + VAT. Agreed.
- iv. Charter Fair Toll – queried where the figures come from with Revenues at Mid Devon Council. Clerk is awaiting a response from Revenues.

**EXTERNAL MEETINGS ATTENDED:** reports from Councillors

Meeting closed at 8.36pm.

Signed.....

Dated.....

**Items for Information**

The next Council meeting is on 6<sup>th</sup> April 2022 7.00pm in the LARC building.

**Email circulations during the past month**

NALC Chief Executive’s Bulletin (sent 31/01)  
Devon Climate Emergency news (sent 04/02)  
DALC Newsletter 8 (sent 09/02)  
DALC Newsletter 12 (sent 02/03)

Town & Parish Newsletter (sent 04/02)  
DALC Newsletter 7 (sent 04/02)  
NALC Chief Executive’s Bulletin (sent 14/02)