

Minutes of the Annual Council Meeting of Bampton Town Council held on Monday 13th May 2024, 7pm in the LARC building.

Present – Cllr. White; Cllr. Brooker; Cllr. Boyles; Cllr. N. Bull; Cllr. Fouracres; Cllr. Brock; Cllr. Grabke; District Cllr. Gilmour; County Cllr. Chesterton; Cllr. Whiteway; Cllr. L. Bull; Penny Clapham (Clerk).

1) Election of Chairman

- a) Invite nominations and elect a Chairman for the year. Cllr. White nominated Cllr. Fouracres, There being no other nominations, Cllr. Fouracres accepted.
- b) Receive the Declaration of Acceptance of Office by the Chairman. Received and signed.

2) Election of Vice Chairman – Cllr. Fouracres nominated Cllr. White who accepted.

3) Appointment 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. Confirmed and no changes to be made.

4) Appointment/Confirmation of Committees

- i. Planning Committee to be further discussed; July agenda.
- ii. Finance Committee Cllr. Fouracres, Cllr. Grabke, Cllr. Brooker, Cllr. Whiteway.
- iii. HR Committee Cllr. L. Bull, Cllr. N. Bull, Cllr. White
- iv. Open Spaces Committee Cllr. L. Bull, Cllr. White, Cllr. Brooker, Cllr. Whiteway, Cllr. Boyles
- v. Bampton Fair Committee Cllr. White, Cllr. Fouracres, Cllr. N. Bull, Cllr. Brock, Cllr. Brooker, Cllr. Boyles, Cllr. N. Bull + Ed Tanner, Tony Mount and Doug Parrish.
- vi. Bampton Hall Committee Cllr. White, Cllr. Brooker, Cllr. L. Bull, Cllr. Fouracres + representatives from Bampton Community Hub and Bampton Community Hall, Judi Thomas.

5) Appointment to Working Groups

P3 Footpath Wardens – Ewen Wigley and Len Weller
Flood Group – Cllr. Brooker, Cllr. N. Bull, Cllr. Fouracres
Snow Warden – Adam Padgett

6) General Power of Competence – to resolve to confirm the General Power of Competence. Council are qualified (Localism Act 2011) having two-thirds councillors elected and a qualified clerk (CiLCA or above). Resolved to confirm the General Power of Competence, proposed by Cllr. Fouracres; all agreed by show of hands.

7) Apologies and Acceptance for Absence: District Cllr. Adcock.

8) 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.

9) 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.

10) Speed Limit Radar Signage – for discussion. To agree actions. With the Chairman’s agreement this item was moved to 13a).

11) Chairman’s Report (for information only) – Delighted to be able to announce that Bampton have successfully purchased some land on which to build a hall. The Community Hall and the Riverside have been involved in the discussions to date. Email received from Judi Thomas requesting promotion of the community well-being event to be held on Saturday 8th June 10-1 at the Riverside Hall.

12) County & District Councillor reports-

County Cllr. Chesterton circulated his report to this meeting. Added that Cllr. John Hart leader of Devon County Council is standing down. Devolution has formally been agreed between Devon County and Torbay. Ford Road: Cllr. Chesterton has pressured highways and solutions are being sourced. Cllr. Fouracres asked if with the additional £12million for Devon Highways,, is there the manpower and machinery available? Cllr. Chesterton thinks this is achievable as these monies are adding quite a chunk to the current budget.

District Cllr. Gilmour and Cllr. Adcock’s report circulated prior to this meeting for information. Cllr. Gilmour would like the councillor review to be completed please.

Cllr. L. Bull arrived at 7.20pm

13) Minutes – the Minutes of the meeting held on the 8th April 2024 were approved and signed by the Chairman as a true record.

13a) Speed Limit Radar Signage - Cllr. L. Bull requested that Council look for quotes. Clerk to check with Highways. Feedback to Cllr. L. Bull who proposed a small working party to identify some sites. There is a need to consult first.

14) Internal Audit Report – to note no issues raised by the internal auditor. Noted. Council resolved to accept the Internal Audit Report.

15) Annual Governance Statement – to resolve to agree the Annual Governance Statement is accurate. Council resolved to agree the Annual Governance Statement as accurate.

16) Annual Accounting Statement – to resolve to agree the Annual Accounting Statement is accurate. Council resolved to agree the accuracy of the Annual Accounting Statement.

17) Notice of Public Rights and Publication of Council’s Accounts – to resolve to agree the dates of publication from 3rd June to 12th July 2024 thus including the first 14 days of July as required by law. Resolved and the notice has been published on the council website and the main noticeboard.

18) Bampton Charter Fair – to receive an update from Cllr. White. A successful meeting though still looking for a main event. Work areas have been assigned to committee members. Musical acts discussed.

19) Insurance renewal – to consider Council’s insurance with Clear Councils is up to date and that Council wish to renew under the 3 year contract. To resolve actions and expenditure. Approved.

20) Open Spaces –

- i. To receive quotes for the fence between the Recreation Field and the neighbouring field in which there is a public footpath. Cllr. White. The chain link fence between the two has collapsed. Two quotes received. £5319 + VAT or stock fence at £3316 + VAT. Second quote received £6150 + VAT. Council resolved to accept the stock fence, proposed by Cllr. White all agreed by show of hands. Clerk to send a purchase order.
- ii. Parish maintenance person – create a list of items to be done.
- iii. Regular checking of the play areas, at least monthly. For discussion. Checking is happening but not the paperwork. Fire station have cleaned the woodwork in the recreation field. Tufts of grass between the mats was not cut but has been actioned now.

21) PLANNING:

Planning Applications - Mid Devon District Council has asked for observations from the Town Council on the following planning applications. Applications will be lodged in Teams for councillor viewing.

- a) 24/00474/FULL Erection of mixed use agricultural/domestic storage building, land at Mount Lodge, Bampton.

<https://planning.middevon.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

No objection

- b) 24/00583/HOUSE Erection of storage barn and installation of sewage treatment plant, Chainbridge Lodge, Bampton.

<https://planning.middevon.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

No objection

Planning Decisions:

21a) FINANCE:

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| Expenditure: | DALC Subscription | £542.00 | off precept |
| | Tozers Client Account – purchase | £86,418.60 | BACs 22/04 |
| | KG & SA Middleton – toilet repairs | £140.52 | BACs |
| | Clear-Flow – clear out leat | £979.68 | BACs |
| | Bampton Com Hub – hire car park space | £50.00 | BACs |
| | Clear Councils – annual insurance premium | £1119.21 | BACs |
| | Employment May | £840.40 | BACs |
| | Lee Accounting – internal audit fee | £240.00 | BACs |
| | DALC – owed VAT (to be re-claimed) | £78.82 | BACs |
| | J. Caunter – toilet cleans April | £350.00 | BACs |
| | Tozers – insurance policy | £105.00 | BACs |
| | Countrywide – grass cuts | £620.64 | BACs |

All the above paid by bank transfer on 1st May 2024

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| | LARC – room hire | £66.00 | BACs |
| | Clerks & Councils Direct – subscription | £15.00 | BACs |

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| Income: | First half precept less subscription | £39,038.00 | transfer |
| | Public Sector Deposit Fund interest April | £587.84 | reinvested |
| | VAT refund received | £7,612.63 | DD |

Bank Reconciliation circulated to all councillors after the meeting as not available at the time. Council resolved to accept the receipts and payments account as listed above and make the payments. Proposed by Cllr. Fouracres. All agreed by show of hands.

22) Bampton Hall – to receive an update – Cllr. White to report. Council has purchased a piece of land for £82,000 on which it is proposed a hall for the parish is to be built. A Hall Committee meeting has been called to discuss next steps.

23) 80th Anniversary of D Day – to consider a beacon on the 6th June to coincide with the national event. Flag raising at Phoenix house 9am on 6th June. Possible to have a beacon at 9.15pm at the war memorial. Cllr. White will take ownership of this action together with Cllr. Boyles.

24) Agendas & Emails – it is required that Councillors give their permission to receive their agendas and meeting papers by email rather than by post. To agree actions. Agreed by all councillors.

25) Documents updated – to resolve to agree the documents listed below are accurate and fit for purpose. Cllr. Fouracres proposed and all agreed the documents listed below should be accepted.

- i. Standing Orders
- ii. Financial Regulations – the updated version has just been published so will bring to the next meeting.
- iii. Asset Register
- iv. Terms of reference for five committees; Finance, HR, Open Spaces, Fair, Hall.

26) Website updates – to receive updates on both the Fair and Council websites. A zoom meeting has been held with the website designer and a draft page for the council website is to be produced for the June meeting.

27) Clerk's report

- i. Clerk's holiday request – w/c 5th August for 2 weeks. Agreed.
- ii. The Road Safety Team, Devon Highways has responded regarding the possibility of a zebra crossing in Brook Street. There have been no collision data reported in the last 5 years/flashing beacons and zig zags would change the look of the street/budget and costs would be an issue. Noted.
- iii. Reminder that if councillors wish to access the DALC website for information – you have to register individually.
- iv. Annual Parish Meeting – to consider when best to hold this meeting and where. Friday 28th June from 4-7pm in the Community Hall, Station Road.
- v. Condition 4 of the planning permission for the pump track has been successfully resolved with a further updated report from Lee Ecology.
- vi. Defibrillator training with DAAT? To consider a date. September would be ideal. Action Clerk.
- vii. Local Council Clerk Week 10th to 14th June – a celebratory week designed to raise the profile of the role of the Clerk and recognise the work clerks do for their communities.

Meeting closed at 8.16pm

Items for Information

The next Council meeting is on 3rd June 2024 at 7.00pm in the LARC. Meetings are then on 1st July, 2nd September, 7th October, 4th November and 2nd December 2024.

Signed.....

Date.....

Emailed Information

DALC Bulletin 15 (sent 17/04)

ConnectMe Devon Family Hubs (sent 29/04)

Fixtures List from Morebath Cricket Club

Devon Community Resilience Spring Newsletter (sent 29/04)

Mid Devon Matters news (sent 13/05)