

Bampton Town Council

DRAFT MINUTES

These minutes will be agreed at the BTC meeting on 2nd June 2025 and might be subject to slight amendment

The Minutes of the Annual Meeting of Bampton Town Council held in the LARC building on Tuesday 6th May 2025 at 7.00 pm.

Members Present – Cllr S Fouracre (Chair); Cllr R White; Cllr B Boyles; Cllr L Brock; Cllr R Brooker; Cllr N Bull; Cllr R Grabke and Cllr D Whiteway.

In attendance: District Cllr C Adcock, District Cllr M Stratton, County Cllr S Lodge, 3 members of the public and Mrs J Larcombe (Clerk). Mrs L Newman, Headteacher of Bampton C of E Primary School, 6 members of the School Council and parents were present for part of the meeting.

01/05/25. Election of Officers

1.1) Chairman. Cllr Simon Fouracre was proposed by Cllr Grabke and seconded by Cllr White. There were no other nominations. Cllr Fouracre was unanimously elected as Chair and signed the Declaration of Acceptance of Office Form.

1.2) Election of Vice Chairman. Cllr White was proposed by Cllr Fouracre and seconded by Cllr Grabke. There were no other nominations. Cllr White was unanimously elected as Vice-chair.

Cllr B Boyles and Cllr L Brock joined the meeting at this point.

02/05/25. Apologies and Acceptance for Absence: Apologies were accepted from Cllr L Bull. Cllr N Bull had advised he would be late joining the meeting.

03/05/25. Declarations Of Interest: No declarations.

04/05/25. Appointment/Confirmation of Committees. Committee membership was agreed as:

a) Planning Committee: all councillors.

b) Finance Committee: Cllrs R Brooker; N Bull; S Fouracre; R Grabke and D Whiteway.

c) HR Committee; Cllrs L Bull, N Bull and R White.

d) Open Spaces Committee: Cllr's B Boyles; R Brooker; L Brock; L Bull; R White and R White.

e) Bampton Fair Committee: Cllr's R White; L Brock; R Brooker; L Bull; N Bull; S Fouracre; R Grabke; Mr D Parish; Mr E Tanner and Mr P James (Church)

f) Bampton Hall Committee: Cllr's R White; R Brooker; L Bull; S Fouracre; R Grabke, Judi Thomas and representatives from Bampton Community Hub and Bampton Community Hall

g) Christmas Events Committee: Cllr's B Boyles; L Brock; L Bull; R Grabke and R White.

05/05/25. Agreement of Terms of Reference. The Terms of Reference for all committees except the Christmas Events Committee were agreed. Cllr Boyles and the Clerk will put together draft Terms of Reference for the Christmas Events Committee.

06/05/25. Appointment to Working Groups

a) Footpath Wardens. Mr L Weller and Mr E Wigley.

b) Flood Group: Cllr's R Brooker; N Bull and S Fouracre.

c) **Snow Warden.** Mr A Padgett.

07/05/25. Approval of signatories for cheque payments and authorised internet bank payments. The signatories were confirmed as Cllr's S Fouracre, R Brooker. N Bull and R White.

Mrs L Newman, members of the School Council and parents joined the meeting at this point.

08/05/25. Public : The children on the School Council were from Reception to year 6. Mrs Newman told the meeting a huge amount had happened since the children last came to a Council meeting two years ago. The number of children at the school has increased to 78, 102 including children in the nursery. Mrs Newman is showing prospective pupils around all the time. Increased numbers have brought in more funding which means the school can do more things. They are now full for two year olds, four days per week. She has been overwhelmed by parental support. The PTFA has raised an amazing amount of funding to buy things for the school. Money is now being raised to refurbish the amphitheatre and for an air sourced heat pump and cover for the pool. South Molton Recycling have given the school some bikes. Being part of the community is important and that included singing at the Christmas event. Each member of the school council talked about their experiences at school. This included taking part in the after-school clubs which are funded by the PTFA, being part of a trip to Normandy organised by the Trust, the year 3 and 4 trip to Bath and Stonehenge and the work they are doing at school. Mrs Newman said learning to articulate was important for the children. The school was thanked for taking part in Bampton. Cllr Fouracre thanked the children for coming to the meeting and talking to everyone. They were invited to come back when they have more to tell.

Bampton in Bloom asked if the Council could arrange a working party to clean the leat before the Hidden Gardens weekend on the 28th and 29th June. They also reported that the contractor had left dead branches on the tree by the Riverside car park when they reduced the crown. That will be looked into. In response to a question about the charge for the work being value for money it was explained the charge had included applying to MDDC for permission to do the work because the tree is in a conservation area and traffic management.

Cllr N Bull joined the meeting.

The Council were thanked for purchasing the pickleball equipment but the dirty condition of the fencing around the MUGA was raised. The Fire Service in Bampton has cleaned the MUGA surface but they were called out as they were finishing. They were thanked by the Council for their assistance. They had tried to clean the fencing but the water jet was too strong and would have damaged the fencing. They are happy to help and use it as a training exercise. There is no water on site and it would also need chemicals to clean the fencing. A previous quote from a mobile cleaner was very expensive: money is not unlimited. A request was made for additional keys to the pump house but it was felt it would be better to put a key safe on the outside. An external store would not be suitable and there is room in the pumphouse for the equipment. A couple of sessions of pickleball are planned next month. Cllr Boyles offered to promote the sessions on the Council's Facebook page if some copy was provided.

09/05/25. Chairman's Report (for information only). Cllr Fouracre congratulated Steve Lodge on his election as County Councillor for the Tiverton West Division and Martyn Stratton as District Councillor for the Clare and Shuttern Ward. He apologised to Len Weller and Ewen Wigley, P3 Wardens, for not thanking them at the Annual Parish Meeting and said they were much appreciated.

10/05/25. Reports

10.1. County Councillor. No report from Cllr Lodge as he was only elected on 1st May and hasn't signed his Declaration of Acceptance of Office yet.

10.2. District Councillor. A written report from Cllr Adcock was circulated by email prior to the meeting. Cllr Fouracre noted there was a lot of repetition in the planning items but this was not Cllr Adcock's fault. Fortbury Homes, the developer at Quarryman Close, is seeking to be released from building four affordable homes because they have run out of money. Councillors felt the planning system was a joke. Councillors thought the development was unviable when they applied for permission and felt they should have had to build the affordable homes first. The meeting the developers attended was noted.

The Council has made its objections to the application at New Park very clear but councillors felt they were wasting their time.

Two members of the public left the meeting.

11/05/25. To approve the minutes of the meeting held on the 7th April 2025 as an accurate record of the meeting. The minutes were approved as an accurate record and were duly signed by the Chair.

12/05/25. Report from the Charter Fair Committee meeting on 6th May 2025: Cllr White reported a Positive meeting had been held earlier in the evening. Progress is being made in booking acts and there will hopefully be more to report in June.

13/05/25. Open Spaces Report:

13.1. Report from Council Open Spaces Walk around on 12th April. This was a really useful morning and there are plans to make this a regular event. More can be done with the Millenium Green Orchard now that more people are aware of it following the pruning morning and the apple pressing event which raised money for the school PTFA.

13.2. To receive an update on discussions about finger posts as signage within the town. No further update. This is waiting on grant funding to be progressed.

13.3. To report on repairs to the toilets and consider rationalisation of costs for the toilets. A purchase order has been submitted and quotes are still awaited.

13.4. Update on repairs to the bus shelter at Petton Cross and a bus stop sign on the opposite side of the road. The Council's handyman hasn't been able to repair the bus shelter yet. Highways claimed the bus stop sign would be in a national speed limit zone but it that is not correct. There is a 40mph speed limit on this section of road.

13.5. Update on purchase of Bleed Control Kits. Three bleed control kits have been purchased and they will be added to the defibrillator cabinets. A site has now been found for the defibrillator in Shillingford. The owners of Barleycorn House have kindly given permission for it to be mounted on their exterior wall and once it has been installed plan to promote that it is there.

13.6. Motte & Bailey. The Council was contacted about the condition of the steps and following inspection it was decided that the steps and handrail were not safe for the public to use. Barriers were erected at the bottom of the steps with a sign saying the steps were closed. As the barriers were moved it was decided access to the steps needed to be fenced off for safety reasons. English Heritage have been contacted for advice on repairs. Once the advice is received plans will be made and quotes for the work will be obtained. Grant funding will probably be needed to help with the cost.

13.6. To note the replacement by DCC of the fencing for the linking footpath to Scotts from

the Industrial Estate. Noted. The contractors have made a good job.

13.7. To discuss the quote to lay the disabled parking bay markings. One of the accessibility projects identified was to create a disabled parking space in the Station Road car park. A stencil and primer have been purchased from Start Safety Ltd at a cost of £139.32. A quote of £200 plus has been received to lay new white lining and fix the stencil to the ground with heat to create a disabled parking space at the end of the Station Road car par, close to the toilets.

14/05/25. 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. The is waiting to hear whether funding for a Vehicle Activated Sign will be approved. It was felt to be close to the specific aims.

15/05/25. Planning

15.1. Planning applications: No applications received.

15.2. Planning Decisions: the following decision made by MDDC was noted:
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.

15.3. Any other planning matters. No other planning matters.

16/05/25. To agree to purchase the phone boxes in Newton Square and Briton Street from BT for a nominal sum. It was agreed to purchase the phone boxes for a nominal sum. Once they are purchased the Council will be responsible for their maintenance.

17/05/25. Emergency Plan update: Cllr R Brooker reported the draft plan would be ready for the June meeting and more information could be added then.
When it is completed the GP surgery will be contacted to make them aware the plan exists. It is hoped they can help to make the more vulnerable members of the community aware of the plan. It was noted that the Chemist is open during working hours when the surgery is closed. All councillors are responsible for the response to an emergency. Cllr Brooker and Cllr N Bull are the Community Response Team and they will make arrangements if something happens. The street wardens will have a more specific role. A few other key people will be approached. Once it is completed there will be a poster campaign and that will be a chance to ask for more support. A QR code will be added to the posters so that people can find out more information. Cllr Lodge told the meeting the new UK Resilience Academy (UKRA) was launched on 28 April 2025. Cllr Brooker is planning to attend an event organised by the Community Council for Devon which is being held at Kentisbeare in June.
Cllr Whiteway asked if there was any information included on generators. It was felt they would go to the care homes.
In the event of an emergency information would be put out by FM radio.
If a community has an emergency plan there is an opportunity to apply for funding for equipment.

18/05/25. VE Day 2025: A short ceremony will be held at the War Memorial on 8th May at 9am. The Rev Jane Hill and Simon Bartlett, Town Crier, will attend. Councillors were invited to take part. The lamp of peace will also be lit. It has been suggested that a similar ceremony should be held for VJ Day on 15th August. There is no information yet on his this will be celebrated nationally.

19/05/25. FINANCE:

19.1. Payments to be approved. It was resolved to make the following payments:

Bampton Allotment Association - grant	£200.00
St Michaels Church Hall – hire of hall for Annual Parish Meeting	£20.00
Andrew Deptford – 3 bleed control kits and replacement Defibrillator battery	£458.40

19.2. Payments made since the last meeting. The following payments were noted:

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 S 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. It was noted that £42,500.00, the first half of the precept has been received from MDDC.

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

19.5. Annual accounts 2024-25. The Clerk is finalising the end of year accounts.

19.6. Bank reconciliations. The bank reconciliations for 2024-25 have been completed.

19.7. Update on change of accounts software. The Clerk is now setting up the Scribe software for the 2025-26 accounts.

20/05/25. Clerks Report. The Clerk had nothing further to report.

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

The meeting closed at 8.05pm

Signed:
Chair

Date: