



DRAFT MINUTES

These minutes will be agreed at the meeting due to be held on 6th October and might be subject to slight amendment.

The minutes of a meeting of Bampton Town Council held in the LARC building on Monday 1st September 2025 at 7.00 pm.

Present: Cllr's S Fouracres (Chair), R Brooker, R Grabke and R White.

In attendance: County Cllr S Lodge, District Cllr M Stratton and seven members of the public.

54/09/25. Apologies and Acceptance for Absence. Apologies received and accepted from Cllr B Boyles, L Bull and N Bull. Apologies received from Cllr D Whiteway but not accepted. Apologies received from District Cllr C Adcock.

55/09/25. Declarations Of Interest. No declarations.

56/09/25. Public Discussion. Mr Macdonald gave an update on the fingerpost project. The £15,000 grant has been received from MDDC. The indicative date of delivery is 10th October and arrangements are being made to meet the contractor to mark the positions where the fingerposts will be sited. Mr Macdonald was thanked for his work on this project.

Mr Macdonald explained that the centre of Bampton is a Conservation area with a number of listed buildings. He felt the Management Plan for the Conservation area appeared to be a constraint on management. Together with Bampton Town Council and Bampton in Bloom, Bampton Visitor and Heritage Centre are moving towards the second phase of plans for public realm management and he has been trying to arrange a meeting with the Conservation Officer. He has emailed them twice but hasn't received a reply and is concerned that they are not making themselves available. Historic England are promoting making improvements. Cllr Stratton was asked if he could arrange a meeting with the Conservation Officer and agreed to try to arrange a meeting.

Good progress is being made with the volunteer database and there will be an explanatory welcome sheet. The Clerk will produce a privacy statement. A welcome pack is being produced for new Bampton residents. Bampton Town Council can print this.

Mr Hatton, Exmoor Rotary Club, said he had been reading the Council's minutes to keep informed about the progress of projects funded from the Sheila Howells Legacy and questioned what was happening about the plans for dropped kerbs at the junction of West Street and Barnhay and Station Road and West Street.

Permission would need to be obtained from Devon County Council. The Chair reported that he was expecting the disabled parking bay in the Station Road car park to be marked out on Wednesday. Cllr White asked if the money could be used to fund the purchase of Vehicle Activated Signs to try and prevent speeding but it was explained the funding is for projects to improve accessibility. If the remaining funding is not able to be used for accessibility projects the Executive will consider directing the funding to a charity. Cllr Grabke suggested that the executive could then consider giving the funding towards new play equipment for Station Road. While the leat looked very good when it was cleaned it got weedy very quickly.

In an update on managing wildlife areas it was explained that suitable materials are needed to build a bird hotel in the Churchyard. Consideration is being given to fund raising for a conservation area display board.

The pavements are also very weedy. The Council could arrange for a contractor to clean the leat again but there is a cost for this. The Open Spaces Committee are meeting this month and the leat issues will be on the agenda. It was noted that there had been a comment on Facebook suggesting residents in Brook Street could do more themselves to keep the leat cleared.

- 57/09/25. Chairman's Report (for information only).** Cllr Fouracres read the following statement. Mrs Lindsey Brock died on Thursday 14th August at her home in Bampton. Lindsey had been a councillor for two years on Bampton Town Council and we are grateful for her contributions to the council and committees. We offer our condolences to her family. There will be a memorial service at St Michael's church tomorrow (2nd September) at 2.30pm. There will be another Apple Day this year and it will be held on Saturday 20th September. Bampton Twinning are hosting a talk by Daniel Taylor on the Battle of Villers-Bocage on 24th September. Bampton Town Council is contributing towards the cost.

58/09/25. Reports

a) County Councillor. A written report from Cllr Lodge was circulated by email prior to the meeting. He reminded everyone about his Locality Budget which offers funding for community projects and he advised how to apply. The Department for Education will be carrying out some site assessments at Tiverton High School as the next stage of plans to build a new school under the School Rebuilding Programme. There is no guarantee that they will build a completely new school and it might be that some buildings get replaced instead.

b) District Councillor. A written report was by circulated by email prior to the meeting. Cllr Stratton referred to a post on the Bampton Community Facebook page about the MDDC black (waste) wheelie bins going missing. He had contacted MDDC's waste department and they had confirmed that they were not removing wheelie bins. Cllr Adcock and Cllr Stratton are not happy that the S106 agreement for 24/01294/DPO, Quarryman Close, Bampton is not being followed through.

The Chair thanked Cllr Lodge and Cllr Stratton for their reports.

- 59/09/25. To approve the minutes of the meetings held on the 7th July 2025 as an accurate record of the meeting.** The minutes were approved as an accurate record.

- 60/09/25. Report from the Charter Fair Committee meetings on 4th August and 1st September 2025:** Cllr White reported that everything is going to plan. Entertainment is booked and stall bookings are rolling in. Raynet will be in charge of the stewarding this year but volunteer stewards are still needed. On 12th August Cllr White, Cllr Fouracres and the Clerk attended a Special Advisory Group meeting organised by MDDC where the arrangements for the fair were discussed by representatives from DCC, MDDC and the emergency services. The Temporary Traffic Order Restrictions have been agreed by the Secretary of State.

61/09/25. Open Spaces Report.

- a) Update on repairs to the bus shelter at Petton Cross.** No update.
- b) Motte & Bailey – update on ordering of replacement memorial bench.** The bench has been ordered and is being delivered tomorrow, 2nd September.
- c) Update on creating disabled parking bay in Station Road car park.** Barriers have been erected around the space to be marked and it is planned that the marking will be carried out on Wednesday, 3rd September.
- d) Update on purchasing the phone boxes.** The contract has been signed and the next step is to try and get permission to move the one in Newton Square as it obstructs and blocks the view of the water feature and street behind it which is one of the oldest in the town. The second phase of the public realm management plan would address that corner. The phone box is relatively new in context and the grit bin can be moved. Parked cars are still an issue but there are plans to put some flower containers in a line which would address this.
- e) To agree a quote from Four Seasons Tree Services Ltd to remove the fallen Goat Willow tree at the Millenium Green.** It was agreed to accept a quote of £648.00 including VAT.
- f) To consider quotes to survey the pipework and clear any blockages or restrictions that feed the leat.** One company has provided a quote but as it is over £500 the Council should try to obtain three quotes. Three other companies have been asked for a quote and one has asked for more information. It was agreed to give Cllr Fouracres, Cllr Brooker and the Clerk power to accept a quote in order to avoid having to wait until the next meeting if quotes are received.
- g) To discuss quotes for bin replacement.** For MDDC to relocate the bin from the entrance of the Riverside car park to Shillingford would incur a one-off cost of £88.92. The ongoing cost for emptying this bin once a week would be £728.00 per year. The cost to empty the bin seems high and the Clerk will query it. For MDDC to relocate one of the bins by the MUGA to the pump track the cost will be £88.02. If anyone else moves the bin the exact location will need to be agreed with MDDC in advance to allow for a risk assessment prior to installation. It was agreed to accept the quote from MDDC to move this bin. MDDC will not replace the bin outside the Spar shop on Brook Street with a larger one as usage data shows it is only filled to approximately 70% of its capacity. They do not install recycling bins due to associated costs and the risk of cross-contamination.
- h) To discuss who will maintain the tree growth in Packhorse Way.** Following discussion on who is responsible and who has maintained this in the past it was decided to consult the footpath wardens. Vegetation is overgrown on the path from Frog Street to Bouchier Close and Highways will be asked to look at this.
- i) Confirmation of the date of the next Open Spaces Committee meeting.** This was due to be held on 24th September which clashes with the talk being held by Bampton Twinning. A new date will be arranged.

62/09/25. 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. Covered under item 56/09/25.

63/09/25. Planning:

- a) Planning applications -** Mid Devon District Council has asked for observations from the Town Council on the following planning application:
25/01148/HOUSE. Erection of two covered yard extensions. Location: Land and Buildings at NGR 300873 124454 Parsonage Farm, Shillingford. Comment: no

objections.

25/01141/Full. Erection of first floor rear extension and two storey side extension. Location: 3 Meadow View, West Street, Bampton. Comment: no objections.

b) 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 Fox's House, Newton Square, Bampton. Decision: permission refused.

c) Any other planning matters. No other planning matters.

64/09/25. To discuss parking on South Molton Road and consider requesting that restrictions are removed. Residents on South Molton Road in Bampton are having parking issues. The council houses there are believed to have been built in the 1920s without allocated parking. There are single seasonal lines in this area restricting parking between 1 June and 30 September that probably date back to before the A361 link was created and when the B3227 was main road to north Devon. Cllr Lodge has suggested that it might be time to relook at the restrictions and to open up parking because demographics have changed and the demands on parking for residents are far higher. The yellow line runs down both sides of the route and potentially could be lifted from one side of the road. There are options to make one side permanent yellow lines so that one side of the road is free of parking all year round. The Council agreed to support the removal of the restrictions on the left-hand side and to retain the restrictions on the right hand side. The speed watch group could monitor the speed of traffic using this road.

65/09/25. Council office - to discuss:

a) Furnishing the office. Tables and odd seats have been borrowed for the trial period of renting the office. These are sufficient for committee meetings but the room isn't big enough for council meetings. The office will be used as a central point on Bampton Fair Day.

b) Signage. A temporary correx sign will be ordered. There are two poles which can be used for Council flags.

c) Opening to the public. No plans at present.

d) Offer to County Cllr and District Cllrs for use for surgeries. An offer was made.

66/09/25. FINANCE:

a) Payments for approval. It was resolved to make the following payment:
Four Seasons Tree Services Ltd – monthly maintenance contract – amount to be confirmed.

LARC – room hire	£24.00
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b) Direct Debits & fees

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

Janice Caunter – toilet cleaning July & August	£700.00
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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	£919.19

d) Financial report including bank reconciliations. Bank reconciliations have been added to Teams.

67/09/25. Update on progressing the new Town Council website. The Clerk will arrange a meeting with Clare Kirkham of Freaky by Design for herself, Cllr N Bull and Cllr White.

68/09/25. Clerks Report. Nothing to report.

69/09/25. Council meeting dates

a) Review of meeting day and the possibility of remote attendance. Deferred to the next meeting.

b) Confirmation of the date of the next meeting. Monday 6th October 2025.

The meeting closed at 8.10pm.

Signed:
Chair

Date: