



DRAFT MINUTES

These minutes will be agreed at the meeting due to be held on 1st December 2025 and might be subject to slight amendment

The minutes of a meeting of Bampton Town Council held in the LARC building on Monday 3rd November 2025 at 7.00 pm.

Present: Cllr's S Fouracres, B Boyles, R Brooker, L Bull, N Bull, R Grabke, R White and D Whiteway.

In attendance: District Cllr's C Adcock and M Stratton, five members of the public and the Clerk, Mrs J Larcombe.

82/11/25. Apologies and Acceptance for Absence. No apologies received.

83/11/25. Declarations Of Interest. None.

84/11/25. Public Discussion. The Council was congratulated on organising another great Bampton Fair. The public does not see the reports from the County and District Councillors and there was a request for them to be published on the BTC website. This was agreed.

Mr Macdonald gave an update on the fingerpost project. The fingerposts are scheduled to be delivered this week and the contractor is waiting to install them. A licence from DCC is required and the contractor is applying for that, but it might take two months. He contemplated going to a second stage with the project but there wasn't enough time to develop it. Hollett Garden would have been part of that project because of the work that needs doing but this is in obedience now. He wasn't sure about Bampton in Bloom's involvement with the garden. There are volunteers helping with the garden and this will be picked up again by the Council now the fair is over. Instead, Mr Macdonald made a successful application on behalf of Bampton Heritage and Visitor Centre for signage for around the Churchyard.

85/11/25. Chairman's Report (for information only). The Chair noted the recent deaths of William Weston and Diana Thomas who had both been councillors. Condolences were sent to their families.

86/11/25. Reports

a) County Councillor. A written report from Cllr Lodge was circulated by email prior to the meeting.

b) District Councillor. A written report from the District Councillors was circulated by email prior to the meeting. Cllr Adcock congratulated BTC for their organisation of Bampton Fair.

Despite Cllr Adcock and Cllr Stratton attending the last planning committee meeting and speaking against approval of the Frog Street application (25/00209/Full) it was approved. Changes to the S106 agreement for 24/01294/DPO, Quarryman Close, Bampton have now been approved.

Cllr Adcock contacted the developer to learn that they have already

recommenced the build and expect to complete the four new new homes in the spring.

Cllr Adcock, Cllr Stratton and Cllr Lodge are holding a surgery for residents on Saturday 8th November at the BTC office.

The deadline for responses to the MDDC Residents Survey is 8 December 2025. Following Halloween, pumpkins can be put out at the kerbside for collection in or near the blue food waste bin.

87/11/25. To approve the minutes of the meeting held on the 6th October 2025 as an accurate record of the meeting. The minutes were approved as an accurate record of the meeting and they were duly signed by the Chair.

88/11/25. Report from the Charter Fair 2025: Cllr White told the meeting that every year we learn something new about the fair. You would think with it being the 767th running it we would know exactly what to do but for the fair to continue has to update and to update means we learn. So, we will continue to adapt and continue to strive to make it better than the previous years. The main stage was a great asset, the street stalls continued to be enjoyed by all, the fun fair with its rides continue to make those with a strong nerve smile and the fireworks helped round the whole evening off, even if by then the rain had arrived. It goes without saying that the fair is a collective! An enormous thank you must be given to the following people who without their help the fair simply could not go ahead: Ed Tanner and Dougie Parish for assembling the music acts that were so enjoyed by one and all; Adam Padgett and his team for putting out all the 'No parking' road cones and bringing them in; Dunning House for letting all the stalls at the Riverside Hall park on their drive; to all the stewards who so generously gave their time and help the fair run smoothly; Four Seasons Tree Services Ltd for putting out and collecting in all the signs; Neil Weston for helping with his tractor at the end of the evening; to all the community sponsors and to Devon Drink Solutions for their very generous donations (with that money we were able to vastly improve the offering to people from last year); Peter James, for your help with the church stalls; Jill, our clerk, for helping arrange the safe closure of all the roads and helping negotiate our way through SAG and to Simon, Richard, Belinda, Nick, Lucy and Rachel, three cheers for all your continued help through the year, you the fair would not happen. Cllr White was thanked for his leadership of the committee.

89/11/25. Open Spaces Report

a) To review the arrangements for the Pickleball Groups priority use of the MUGA following the end of the trial period. The players are keen to play on Saturdays and Sundays and would like the same priority times on weekends from 1st November as on weekdays: 10:00-11:00 and 14:00-15:00. This will be discussed with the organisers. Councillors were concerned how this could be policed at weekends.

b) Update on repairs to the bus shelter at Petton Cross. No update.

c) Update on arranging to survey the pipework and clear any blockages or restrictions that feed the leat. Cllr Brooker has spent some time trying to get three quotes without success. A second, more favourable quote has now been received and it was agreed to just consider the two quotes. The use of a camera will be added to the second quote from Hi-tech Drains and it will be accepted.

d) Update on creating a disabled parking bay in Station Road car park. This ran into a problem with the weather and then the fair. It will be picked up again

now.

A working party will put up the Christmas trees and lights around the town on Sunday 23rd November starting at 9am.

90/11/25. Planning:

a) Planning applications - Mid Devon District Council has asked for observations from the Town Council on planning application/s received before the meeting. No applications received.

b) Planning decisions: Councillors noted the following decisions made by MDDC:

24/01294/DPO Application under The Town and Country Planning (Modification and Discharge of Planning Obligations) Regulations 1992 to seek to discharge the terms of a section 106 agreement pursuant to planning permission 16/00047/FULL. Location: Scotts Business Park, Woodland Close, Bampton. Decision: permission granted.

23/00209/Full Erection of 2 dwellings and associated works. Location: Land and Buildings at NGR 295663 122384 Frog Street, Bampton. Decision: conditional approval.

25/01124/Full Erection of replacement garage. Location: Land and Building at NGR 295814 122456 Morebath Hill, Bampton. Decision: conditional approval.

c) Any other planning matters. Councillors asked for their dissatisfaction that changes to the S106 agreement for 24/01294/DPO, Quarryman Close, Bampton have now been approved and that application 25/00209/Full (Frog Street) has been approved to be minuted.

91/11/25. Finance

a) Payments for approval. It was resolved to make the following payments:
Four Seasons Tree Services Ltd – monthly maintenance contract – £832.79
LARC – hire of room for Council meeting £24.00

b) To note Direct Debits & fees paid in October

Unity Trust Bank – service charges	£6.00
Pennon Water Services – water bill for toilets	£199.30
Pennon Water Services – water bill old lockup	£67.89
Lloyds Corporate Card -	£3.00
EDF Energy – electricity toilets	£77.35
EDF Energy – electricity Pump House	£41.01
MDDC business rates Bampton Fair	£41.00
MDDC business rates old lockup	£62.00

c) To report on payments made since the last meeting

Janice Caunter – toilet cleaning	£550.00
EWJ Tanner – rent for the office	£350.00
PKF Littlejohn LLP	£756.00
Viking Direct – supplies for toilets	£107.99
PD Moore Ltd – repairs to toilet flushing system	£183.22
AF & SJ Parkins – Bampton Fair stall refund	£35.00
Midland EMA LTD – entertainment for Bampton Fair	£2406.00
Silent Solutions – balance of payment for silent disco	£400.00
Slick Events Ltd – balance of payment for mobile stage	£1615.50
Clare Leahy – balance of payment for entertainment	£562.50

Glover Corporation Ltd – balance payment for fireworks £1350.00

d) Receipts since the last meeting

Car park and toilets donations £547.00

e) Finance report including bank reconciliations. Bank reconciliations will be added to Teams.

f) To receive External Auditors Report from PKF Littlejohn LLP. Section 1, Assertion 5 has been incorrectly completed. Information received from the smaller authority highlights that risk management arrangements were not reviewed and approved by the authority as a whole during the year. As a result, this assertion should have been answered 'No'. It was noted that risk management arrangements were reviewed at the March 2025 meeting but approved until the April 2025 meeting.

g) To review Grants Policy and application form. The draft Grants Policy and application form was approved.

h) To consider a request for a grant from Petton PCC towards the costs of a report to support a planning application for Change of Use of agricultural land to Churchyard extension. It was resolved to award a grant of £480.00.

92/11/25. Clerks Report. The Clerk had nothing further to report.

93/11/25. Arrangements for Remembrance Sunday, 9th November 2025. A small procession will gather together outside the main church entrance at around 10.45 am and will walk to the War Memorial. Cllr Fouracres and Cllr L Bull will read the list of names of those who died during the WW1 and WW2 conflicts. The Act of Remembrance will be followed by the church service, and the front centre pew will be reserved for use by councillors and their families.

94/11/25. Council meeting dates – review of meeting day. Confirmation of the date of the next meeting. The next meeting will be held on Monday 1st December 2025. Cllr Whiteway announced that he would be resigning for health reasons. He was thanked for his services.

The meeting closed at 7.30pm.

Signed:
Chair

Date: