

Otterton Parish Council

Minutes							
Date & Time	6 th June 2022		Location	Otterton Village Hall			
Councillors Present	Initials			Also Present	Initials		
Mr T Wright	TW	Parish Councillor	Chair	Alan Dent	AD		
Mr J Hiles	JH	Parish Councillor	VChair	Jess Bailey	JB		
Mr J Lister	JL	Parish Councillor					
MS Melanie Martin	MM	Parish Councillor					
Mr Richard Witherby	RW	Parish Councillor		11 members of the public			
Mr J Fry	JF	Parish Councillor					
Mr A Cameron	AC	Councillor elect					
Ms C Fitzgerald	CF	Councillor elect					

Apologies	Initials	Reason for Absence	Absent without Apology	Initials	
Julia Bove	JB	Conflicting Commitments			
Paul Jarvis	PJ	Conflicting Commitments	None		

In Attendance	Initials	Capacity	Minutes to
F Mills	FM	Clerk	Councillors, website, notice board

Ref	Main meeting agenda item, comment & decision	Action Owner & deadline
1	Welcome & Apologies received as above.	
2	Declarations of Interests: There were no declarations of interest in items on the agenda.	
3	<i>The minutes of the meeting held on 9th May were signed as a correct record of the meeting. The following matters arising were considered as not elsewhere on the agenda: Review of standing orders: It was agreed that a review would take place by zoom on 20.6.22 at 19.00. The clerk will send an invitation to those that have offered to attend. Further to the letter discussed in Agenda item 4 meeting 9.5.22: the clerk has corresponded by email with the family who have decided in the first instance to approach Clinton Devon Estates to request a memorial bench on the river Otter.</i>	
4	The chair confirmed the arrangement for public discussion: All members of the public are welcome and comments on items on the agenda will be heard. If you would like to add an item to the agenda, please contact the clerk at least 7 days before the meeting. Public questions by email/letter or in person: A comment was made about inconsiderate parking by the milk machine at Otterton Mill. Although this is not a Parish Council responsibility the clerk was asked to write to Clinton Devon Estate's to request a polite message urging considerate parking by all users.	

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5	<p>Correspondence: A request has been received from the PCC of St Michael’s church seeking permission to hold a Church fete on the Green on 17th July. The Parish Council has asked to see appropriate insurance to cover any damage which may inadvertently occur to the green or any individuals during the Fete. Once said insurance has been seen the Parish Council are happy to support the request for a Fete on the Green.</p> <p>A request has been received from Otterton C of E primary School to hold their sports day at the Stantyway Recreation Field and to take a car onto the field for the purpose of unloading equipment. The Parish Council has asked to see appropriate insurance to cover any damage which may inadvertently occur to the Recreation Field or personnel during the Sports Day. Once said insurance has been seen the Parish Council are happy to support the request.</p> <p>A request has been made from a group in Torbay of a tour of the village on the 17th July. Cllr Hiles has kindly offered to do this and requested that the Clerk write to the group confirm and obtain contact numbers.</p>	
6	<p>Chair’s report: Further to correspondence regarding offensive signs in the village (Agenda item 6 meeting 9.5.22) The Chair has offered to visit the resident displaying the sign in question and offer alternative more appropriately worded signage. The Chair was thanked for this offer and will action in due course.</p>	TW action
7	<p>Village Events: Platinum Jubilee event Sunday 5th June 2022. MM reported that the event had been a resounding success with an excellent attendance and a happy community spirit throughout. The income and expenditure for the day have yet to be tallied but it was thought that at worst the event would break even. A query was raised regarding the best way to thank those that gave such support to the organisation of the event and it was unanimously decided to give small gifts as appropriate. It was hoped by the Council that the community spirit displayed on the day would continue and a discussion took place regarding the organisation of other community events.</p> <p>The Parish Council noted the hard work and thanked Councillor Melanie Martin for organising the event and to Sam Walker for offering the use of his tractor which was such a help on the day. Other Councillors, residents and the management of Ladram Bay were also thanked for their support.</p> <p>The Chair reported that several letters of thanks had been received from the public following the Jubilee event.</p> <p>A resident who had attended and enjoyed the Jubilee event suggested a Tug of war between local villages could be held annually. TW to speak to resident to explore the idea further.</p>	TW action
8	<p>Local signage: See comments in minutes section 6 meeting 6.6.22 ‘Pick it up’ posters from street scene have been delivered to a resident who has offered to help with distribution around the village and further notices will be obtained for Ladram bay. Clerk to action.</p> <p>Note in Parish magazine: Country code, dog fouling law. Dogs on lead, rules re walking on road.</p>	Clerk to action

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10	<p>Ladram Bay: Access to beach by residents of Otterton with mobility issues. Next meeting. The Chair has requested that County Councillor Jess Bailey arranges a meeting with Devon Highways together with a representative of Clinton Devon Estates and Otterton Parish Councillors to review the ongoing traffic problems in the village.</p>	
11	<p>Comment on planning applications. None.</p>	
12	<p>Parking in village: Cllr Fry sought agreement for a ‘No parking’ sign to be erected on the virtual pavement to discourage visitors to the village from parking on the hatched lined area. Clerk to obtain quotes for signs to discourage parking on virtual pavement. Ongoing.</p>	Clerk
13	<p>Allocation of responsibilities & reports from Councillors: Where there is nothing to report the following abbreviation will be used (NTR) Village Green: No damage reported after the Jubilee event and MM reports that all is looking good at the moment. Community shop: NTR The War memorial: NTR Raleigh Federation: See minutes section 5 Stantyway recreation ground: NTR Football Club: NTR Jubilee Play Park: JB reported that she is struggling to achieve 3 quotes as stipulated to access 106 funding for the climbing wall. The clerk was requested to contact EDDC to see if agreement can be achieved with 2 quotes given the small sums involved. Cemetery: JL reports that work on the fence which was agreed earlier in the year was becoming more urgent but that work cannot commence until the end of the growing season. Halcyon Landscapes have been asked to quote for this work. Contracts & Finance: JH has commenced an application to the national Lottery for £100k with the intention of refurbishing the Jubilee playground. This will be a long process so in the meantime it was agreed that the clerk can make an application to the Norman Trust for £2500k for the replacement of a swing. Clerk to action Devon Air Ambulance (DAA): NTR Footpaths and Public Rights of Way. Mr Iain Ure provided a report which is attached to these minutes and which have already been posted on the website. Within the report IU sought clarification regarding the ownership of some trees on the North side boundary of the Stantyway recreation field which may be suffering from ash dieback, are listing and may need to be removed. RW offered to help clarify ownership and report back so that appropriate action can be taken. IU also sought clarification regarding the renewal of further way markers which will become memorials to the 5 soldiers from Otterton lost in WW2. It was agreed that these would be budgeted for over the next few years. (The Council were reminded that funding for the way markers already renewed and fitted with memorial plates were externally funded).</p>	Clerk to action

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14	<p>Wild flowers: MM reported that the wildflower seed planted in the village are doing well.</p> <p>Sunflower seeds for schools. RW reported that sunflower seed have been donated to the school along with planting pots so that each child can plant a sunflower to grow over the summer. The Councillors were reminded that the sunflower is the national flower of Ukraine.</p> <p style="text-align: right;">Item complete</p>	
15	<p>Cllr Alan Dent: LORP meeting tomorrow to update stakeholders.</p> <p>Coastal cliff path at Budleigh Salterton seriously eroded. Discussion to take place with Clinton Devon Estates regarding safety of footpaths in the area.</p>	
16	<p>Cllr JESS BAILEY – DEVON COUNTY COUNCIL (OTTER VALLEY) APRIL 2022</p> <p>JB reported that the current scheme for a 20MPH has been massively subscribed and nominations are awaited. JB explained the current eligibility for inclusion in the scheme and will chase for implementation.</p> <p>JB also confirmed that she is happy to meet with Highways and stated that it is vital to present a united front with priorities. TW will communicate with JB regarding village priorities.</p> <p>Request for Neonicks to be banned at cabinet but voted down.</p>	
17	<p>Financial matters: It was unanimously agreed that all payments listed on agenda 6.6.22 should be paid.</p> <p>The invoice sent to the Otterton Parish Council requesting payment of backdated rates for the Otterton Parish Cemetery has been deferred to allow payments to be spread over the next three years therefore enabling appropriate budgeting.</p> <p>Norman Family Trust see minutes section Contract & finance 6.6.22</p>	Clerk to action
18	<p>Further actions: Ongoing: Bespoke emails set up for all Councillors on basis of area of responsibility. Clerk to forward details & passwords in conjunction with webmaster.</p>	Clerk to action
19	<p>Emergency Plan: This large multi sectional document was reviewed on Tuesday 3rd May by Councillors Fry & Witherby with the clerk. Following a short discussion regarding the personnel to be included in the detail of the Emergency Plan it was agreed that the clerk will contact all concerned to seek agreement for their details to be published and to ensure that all sections are correctly populated. The Updated plan will be available to view on the Village website by 30.6.22</p>	Clerk to action
20	<p>106 Funding: See minutes section Jubilee Playpark 6.6.22</p>	Clerk to action
21	<p>Items for next agenda: 106 funding, Norman Trust application, community events, Report on meeting with Devon Highways, review of Standing orders. Sign off of AGAR.</p>	Clerk to action
22	<p>The next meeting will take place on Monday 4th July 2022@ 7.30.</p>	

The meeting closed at 21.30

2022 meeting dates: 4July, 5Sept, 3Oct ,7Nov, 5Dec

Otterton Footpath and Rights of Way Report for June 2022

General 1. The rights of ways are generally in good condition thanks to the extensive work Devon County Council carried out early last year.

2. The breach in the river bank just north of Clamour Bridge has been repaired a number of times but has failed again.

3. As is normal this time of year the vegetation is growing quickly, the brambles in particular.

Meeting of the Otterton Parish Council minutes

Signed

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Dated.....

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4. All the world war memorial waymarks and finger posts were in position by this time last year. There are 16 WW1 and 2 WW2 posts. It was expected that when funds allow the remaining 5 WW2 names of the fallen will be marked. A suitable time might be after the LOPR is completed as there is at least one post there that needs replacing.

Major Issues 5. River Otter footpath

1 a. The river bank is prone to local collapse from time to time. b. Every time DCC want to repair the bank they have to get various permissions which is time consuming. c. I am not sure of the EA's commitment to allowing repairs d. I am concerned that in future the long term maintenance of the river footpath may not get funding

Minor Issues 6. Seven Stones Lane (23) has a large hanging branch over it. CDE have been informed.

7. The post marking the turn to the way down towards Ladram from Mutter's Moor Car Park has disappeared - just outside Otterton boundary. This has been reported to DCC.

8. The short post marking Chockenhole Lane (305) by Sea View may have disappeared – difficult to say as the vegetation might be hiding it.

Trees 9. The trees to be removed last winter were felled just before bird nesting season. A neat job by Toby.

10. Providing the deterioration of the Ash trees remains slow then a strategy of modest annual removal is working nicely. Natural regeneration of both new ash and other species is filling the gaps thus minimising any visual impact.

11. Should the dieback become more aggressive, which has happened elsewhere in the Parish, then an alternative strategy will be developed.

12. Ash Trees come into full leaf quite late so it is difficult to survey at present. However, there may only be 3 trees of concern and it might be possible to leave them until next year.

13. Last year I asked the Parish Council to check who owns the trees on the boundary on the north side of Stantyway Playing Field. Please could I have a response. The ash tree on north boundary that stands alone at NW corner of football pitch has a 25%+ loss of canopy and may need to be removed. It is leaning but away from the playing area.

Iain Ure 4 th June 2022 Otterton Volunteer Footpath and Tree Warden

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Draft until signed