

Otterton Parish Council

Date & Time	14 th October 2024		Location	Otterton Village Hall			
Councillors Present	Initials			Also Present	Initials		
Mr Richard Witherby	RW	Parish Councillor		Charlotte Fitzgerald	CF		
Ian Simpson	IS	Parish Councillor	Chair	Members of the public	6		
Peter Wells	PW	Parish Councillor		Henry Riddel	HR		
Kevin Hill	KH	Parish Councillor		Jess Bailey	JB		
Belinda Shoemaker	BS	Joined by zoom					

Apologies	Initials	Reason for Absence	Absent without Apology	Initials	
Melanie Martin	MM	Unwell			
Jerry Fry		Personal reasons			

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

Ref	Main meeting agenda item, comment & decision	Action Owner
1	Welcome & Apologies received & accepted as above.	
2	Declarations of Interests: None	
3	Minutes: The minutes of the meeting held on 2nd September 2024 were signed as an accurate record of the meeting. Matters arising not featured on the agenda: River Otter pathway- An excellent temporary fix has been made by EDDC. Clerk to chase other interested parties to arrange a meeting to seek permanent solution. Gate at Stantyway recreation Field. Material now purchased to mend the gate. JF & IS to action asap. Combination lock to secure access. Road signage at Brick Cross & Parking Ottery Street & Bus turning area. The Clerk reported that she has spoken Cllr Jess Bailey who will discuss the issue with Highways. JB noted that Tom Cox the new Devon County Highways Manager will be visiting the area on Friday 18th October and she will seek to get him to extend his visit to Otterton & consider these issues. It was agreed that a Councillor will try & meet JB & T on Friday War graves – Jane Bennet is seeking information regarding war graves in the Cemtery& in the meantime RW will fit the plaque to a new pole. Collapsed bench on River Otter. The family who donated this bench have offered to re-place it. The Clerk has directed their enquiry to the relevant person at EDDC.	
4	Public Questions: Cross Trees junction. Iain Ure mentioned that he has not had a reply from Highways concerning damaged and worn signs in the village. JB asked Iain to provide further information so these issues can be added to the list for the visit on Friday. 1. Sign outside bus stop(LHS) ref W241765436 reported 8/7/24 and due to be sorted mid August. Left hand post almost completely rusted through at the base. 2. sign top of drawing by stream headwall ref W241765440 reported 8/7/24 and due to be sorted mid August. Left hand post almost completely rusted through at the base. 3. sign in Bell Street (furthest to the right) ref W241765436 reported 8/7/24 and due to be sorted mid August. Post partially collapsed half way up. No 9 the green – A resident advised the council that a neighbour on The Green has had building work done without appropriate planning consent. On investigation it was found that full planning had been granted as per determination on EDDC planning portal under reference. 06/1819/FUL	Clerk to action

Meeting of the Otterton Parish Council

minutes

Signed

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5	Correspondence: IS confirmed attendance at the Remembrance Day Service at St Michael's Otterton on 10th November @ 11.00 Iain Ure asked Clerk to place the poster for the Boundary walk on the notice board.	Clerk action
6	Chairman business: Resilience Forum useful & will help in updating emergency plan Red cross 'message in a bottle, helpful for residents with health issues. SWW: Road closures in Budleigh Salterton continue from Little Knowle to Rolle flats. A stream from Squabmoor Reservoir has leached into sewer which has necessitated relining. Landscape Recovery Presentation. The council recorded thanks to Kirsten Young for her Informative presentation on Monday 7th on Landscape Recovery.	
7	Horse Chestnut Tree: Quote from Toby Taylor accepted based on price and understanding of sensitivity of felling the tree. Clerk to chase for urgent commencement.	Clerk to action
8	Defibrillator: The Council remains committed to replacing the current Defib with a reliable unit. A contact has been made with a view to servicing the current unit but as the pads are now out of date this may not be cost effective. Clerk to provide illustrations of cost of a new unit & servicing current unit & provision of replacement pads.	Clerk to action
9	Chapter 8 Training. In progress.	
10	Local planning: Ladram Bay: Application for the addition of 'Outside canopy, field kitchen, icecream parlour & containers'. After discussion the OPC agreed a site visit to look at plans before making a decision. LORP – permitted development license granted.	
11	District Councillors. CF. EDDC Strategic plan significantly short of requirement for new houses. Meeting on 29th October to confirm sites for development. The OPC agreed to meet on 21st October to discuss implications if any for Otterton. Overhanging tree at playpark to be addressed HR. NTR JB. Neighbourhood Highways Manager Thomas Cox to visit. Sites giving cause for concern include Brick Cross, the gullies on Maunders Hill, bus turning area & parking on Ottery Street. Visit on Friday 12.30 with Jess Bailey. Clerk to write to JB with details of bus turning area. Swift Bricks in new buildings to become statutory. Concern re lack of Swift bricks at Blackdown House. Local cycling infrastructure plan. A link is to be sent for Councillors to consider plan.	
12	Emergency Plan: Links to be added from Resilience forum which IS attended and found to be very useful. Revivir app. Used by some Councils is helpful. Dorset Local Resilience Forum has some valuable pointers. Development of Otterton Emergency plan has been based on the Colaton Raleigh version. Clerk to send a work in progress to all Councillors. It was agreed that this needs to be revisited and consideration could be given at meeting on Monday 21st.	Clerk to action

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13	Allocation of responsibilities & reports from Councillors: Where there is nothing to report the following abbreviation will be used (NTR) Village Green (JF) In the absence of JF it was reported by IS that wild flower seeds are to be harvested by Geoff Porter before the area is mown. Current wet weather could delay this process. Hall (BS): All going well. Community shop: (KH) NTR War Memorial: (KH) Will get a clean before Remembrance Service Stantyway recreation ground & Football Club: (JF) NTR Otterton School: (RW) 43 currently in attendance including 2 pre-schoolers. Bonfire night celebration on 2.11.24 @ 18.00 at Stantyway Farm Jubilee Play Park: (IS) See agenda item 15 on 106 funding. Reindeer Run plans on track. Cemetery:(PW) NTR Contracts & Finance: (RW) Grass cutting contract needs to be finalized. Clerk reported that it is difficult to obtain quotes. Footpaths and Public Rights of Way: (IU) NTR Speed watch: NTR Trees: NTR	Clerk to action RW to action
14	Financial matters: It was unanimously agreed that all payments listed on agenda 2.9.24 would be paid. Donations: It was agreed that a donation of £100 should be sent to RBL. The Holt – Budleigh Cricket Club request for financial support. After a discussion the clerk was instructed to respectively decline at this time.	Clerk to action
15	Further actions: Website: RS has created a mock up for consideration which was widely appreciated by Councillors. (Access - Village PC- news -). Menu of actions/information to be considered by Councillors and agreed for next meeting. Photo scrolling across site. Menu of actions. Car park:- A discussion around sites needs to be actioned & representation made to EDDC. DALC Sign in details requested for training. Clerk to send.	Clerk to action
16	106 Funding: In the region of £8073.00 (Sport) £1683.00 (Recreation). IS, RW & KH attended a positive meeting with Melissa Wall of the 106 Department at EDDC. The new system for accessing funds was discussed and explained and it was agreed that quotes would be obtained for an all-weather play surface for the football pitch in the Jubilee playground. This ties in with the Neighbourhood plan consultation of some years ago but newer consultation would also need to take place before action. Melissa offered to send quotes to see if a new play surface would be feasible before other uses considered. During the OPC meeting a discussion took place regarding the need for improvements at the playpark for disabled access & pushchair access. A suggestion was made that funding may be available for projects that improve access for disabled people. The clerk to find out more from EDDC. Second entrance for the park was also considered on the grounds of H & S and advice will need to be sought before any improvement projects commence.	Clerk to action

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17.	Items for next agenda: 106 funding & quotes for all weather surface, grass cutting contracts, Emergency plan, carpark. Dates for 2024 meetings: November 4 th , December 2 nd .	Clerk to action
18.	The next meeting will take place on Monday 4th November @ 7.30. Community dates : Otterton Boundary Walk 9 th November 2024 Parish Council Community Supper 22 nd November 2024 Reindeer Run 7 th December 2024 Otterton Civic Service date to be arranged April 2025. Love your Village event. TBC	

The meeting closed at 21.23