

Otterton Parish Council

Date & Time	3 rd February 2025		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	5		
Peter Wells	PW	Parish Councillor		Henry Riddell	HR		
Jerry Fry	JF	Parish Councillor		Jess Bailey	JB		
Belinda Shoemaker	BS	Parish Councillor					

Apologies	Initials	Reason for Absence	Absent without Apology	Initials	
Melanie Martin	JB	Diary Conflict			

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	Co-option of Councillors: None	
	Declarations of Interests: None	
3	Minutes: The minutes of the meeting held on 6th January 2025 as circulated were signed as an accurate record of the meeting. Matters arising not featured on the agenda: From December meeting: Letter to Jess Bailey re double yellow lines in Ottery Street has been referred to Tom Cox. Response as follows: <i>Please see the below plan that I submitted to our traffic team. The DYLS opposite the garage will not extend for the whole length as from discussions with Stagecoach it was noted that the problem is caused by vehicles parking close to the end of the leat, when they parked further up the road from where the yellow line is this was found to not obstruct the bus drivers. It is important that we do not take away more parking space than is required as this will cause issues for the residents who reside here and the traffic order is more likely to be opposed during consultation.</i> <i>[cid:image001.png@01DB7BDC.86395F10]</i> Kind regards, Tom Dates for meetings booked for 2025 – need to consider annual meeting & content. Gate at Stantyway. Thanks to the management at Ladram bay for arranging the digging out area for pedestrian gate.	
4	Public Questions: None	
5	Correspondence from members of the public: 20MPH zone through village progress sought: Please see response from Jess Bailey minute item:9 Tractors through the village. The clerk has contacted the Landowners to raise concerns. It was however acknowledged that whilst the perception is that tractors are going to fast it is unlikely that they are exceeding the speed limit.	
6	To receive a report from the Chairman: <i>Thanks to everyone who helped with the threat of flooding during the recent storm Herminia.</i> <i>Jubilee playground plans are progressing. Next visit from ROSPA scheduled for March/April so action necessary to be ready.</i> <i>Soap Box Race 19th April 2025 which will be a fundraising event for the Jubilee Playpark. IS</i>	

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	<i>reported that when funds are in place to complete the updating of the Jubilee playpark surplus monies will be available for other projects in the village.</i>	
7	Emergency Plan - update. 4 wheel drive request through newsletter: No response to date so targeted approach to be used instead. Vulnerable residents – FM confirmed that it does not comply with GDPR/individual confidentiality to keep lists of vulnerable residents and the encouragement of a good neighbour scheme to support those in need should be encouraged. Measure post: Installation of a measure stick in areas likely to flood to be considered. Clerk has written to Highways regarding blocked gullies & drains. Response from Tom Cox states that he will investigate current cycles. Damage/wear to stone bridges during flooding need to be addressed. Clerk has written to Highways for investigation.	
8	Response to recent flooding: Lessons learned. Sandbags now with residents who need them. Advice that these should be allowed to dry out & kept for future needs. Thanks for donation of bag of sand from Jewson for use in sandbags. Many gullies blocked and maintenance is needed. See minute entry 7 Actioned 7.2.24 Stone trap now blocked and needs maintenance: Clerk to write to CDE. Actioned 7.2.24	Clerk action
9	Road traffic – 20 MPH Zone: The parish council were made aware of an accident outside the mill when a youngster was knocked over. The Parish Council expressed frustration that agreement for 20MPH zone was taking so long. Cllr Jess Bailey suggested that the parish council seek quotes for installing a self-funded 20MPH zone. To do this problem areas/area of concern would need to be identified. JB invited the OPC to apply for funding for Speed watch signs (£300) through her Locality budget. This has been actioned 11.2.24	Clerk to action
10	Defibrillator: As per the minute item 7 January meeting, 25 the defibrillator has been ordered & will be installed on arrival.	
11	Chapter 8 Training: IS, RW & JF to undertake training on 21.3.25. Training will be funded by DCC.	
12	Local Planning: Discuss any applications received: Burnt House Farm – approved. NEW TREE PRESERVATION ORDER: 25/0008/TPO - Land and Outbuilding at North Star, Rydon Orchard, Otterton. The OPC were surprised by this order as it was not known that an application had been made.	
13	District&County: JB Loss of rural support grants are causing budgetary concern at DCC & Climate Resilience Flood Catchment Project seems to have gone quiet - JB to update. HR: reports that the B/S Youth project is supporting children from Otterton. CF: commented that the Governance Devolution project: (organising of District & County Councils to unitary authority/ Mayoral authority) EDDC supports creation of unitary authority which combines ED Devon, Teignbridge & ND. Local plan to be approved this week. Rydon Orchard – waste sorting & earth movement. EDDC has asked for waste sorting to desist.	
14	Resilience Reports: Reports from Councillors with specific responsibilities: Stone Trap & Gullies: RW. Clerk to write to CDE/Land solutions (Chris Drake) to get this cleared. Clinton, need to take stone away.	Action clerk: 7.2.24

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	Environmental reports: IS reported that these were helpful & accurate. Water levels: PW reported the speed of change of water levels was swift & concerning. Sand bags, sand & salt: JF. In place. Thanks for donation of sand from Jewson organised by a resident. Arches at Box Cottage – Clerk was asked to write to highways to report the damage to bridges during the recent storm. Sand bag filler to be found	
15	Reports from Councillors with specific responsibilities & reports on village amenities and Bodies: The Village Green - JF. Post on Green needs to be mended JF to speak to Andy. War memorial – PW NTR Speed Watch – RP: NTR Village Hall – BS. On line booking system now being used. Rental & solar panels to be reviewed. Telephone box: To be emptied & refurbished in March. New shelves to be installed. Community shop – No representation necessary as any issues will be reported separately. Stantway Recreation Field & Football Club – JF. Gate ready for installation. Raleigh Federation – RW. All well. Jubilee Playground – IS: See agenda item 17 The Cemetery- PW: NTR Contracts & Finance – RW: See agenda item 15. Reclaim of VAT to be actioned asap. Village Defibrillator – FM. See agenda item 10 Footpaths – Following a mass application from the Triall Riders Federation to change the bridleway at Colliver Lane (as well as many other routes) into a Byway open to all traffic. This has caused much concern within the village however following correspondence from Councillors & Iain Ure assurance has been given that for legal reasons this will not happen. Clerk to send a statement from OPC to Tom Green at Devon County Council objecting to the application. Iain Ure also raised a need for clarification of route of footpath and has sent a useful report with photos for information.	Clerk to action.
15	Financial matters: To agree payment of cheques as per schedule below Confirmation that Halcyon Landscapes are delighted to continue with contract as per quotation supplied and OFC have agreed to cut their own grass on an ongoing basis with support when requested. Request for hedges to be cutting in Jubilee Playground and Cemetery. Application for precept made with 5% uplift as per agenda item 5 January Meeting £14853 Invoice from Toby Taylor now paid Clerk is to meet with Ro Smith to discuss arrangements for updating of website on his return from holiday. Dates for 2025 meetings: Proposed Meeting Dates 2025 agreed as: Feb 3, March 3, April 7, May 12, June 2, July 7, Sept 1, Oct 6, Nov 3, Dec 1. With an additional meeting in January for review of the Emergency Plan. Hire charge for hall to be hourly rather than per session as per previous arrangement.	
16	Further Actions: Statement to be sent to DALC detailing 'raison detre' of OPC for devolution paper:	Clerk to action
17	106 Funding: Discuss responsibilities of parish council to progress. Correspondence has been received from Melissa Wall at EDDC confirming receipt of	

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	funding from KACH. Balance now stands at £26538. Ian Simpson met with engineer today: IS discussed with Neil Samson a variety of solutions for the pitch. Quotes for various solutions awaited.	
18	Items for next Agenda: Consider items of business for next meeting. 106 funding, Emergency plan, Geoff Porter, 5 th April - Annual meeting.	
19	Village events. Garden Club: 8.3.25, Open gardens: Sunday 25 th May	
20	Date of next meeting: OPC Meeting – 3 rd March	

Dates for 2025 meetings:, March 3, April 7, May 12, June 2, July 7, Sept 1, Oct 6, Nov 3, Dec 1.
The meeting closed at 21.04