

# Otterton Parish Council

Date & Time	3 <sup>rd</sup> November 2025		Location	Otterton Village Hall		
Councillors Present	Initials			Also Present	Initials	
Mr Richard Witherby	RW	Parish Councillor		Charlotte Fitzgerald		
Ian Simpson	IS	Parish Councillor	Chair	Members of the public	2	
Belinda Shoemaker	BS	Parish Councillor		Jess Bailey		
Jerry Fry	JF	Parish Councillor		Henry Riddell		
Stevie Mears	MS	Parish Councillor				

Apologies	Initials	Reason for Absence	Absent without Apology	Initials	
Peter Wells	PW	<b>Work committments</b>			

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

### Minutes

<b>1</b>	<b>Apologies</b>	To receive apologies from Cllrs: PW sent his apologies as above	
<b>2</b>	<b>Declarations of Interest</b>	There were no declarations of pecuniary interest.	
<b>3</b>	<b>Minutes</b>  <b>Matters arising</b>	<p>The minutes of the meeting held on 6<sup>th</sup> October 2025 were signed as a correct record of the meeting.</p> <p>To consider any matters arising from the minutes, not elsewhere on the agenda.</p> <ul style="list-style-type: none"> <li>Gate at Stantyway: A work in progress, it was noted that this is weather dependant.</li> <li>It was agreed that the instruction from EDDC would be reviewed to enable a plan to be made to replace the Horse Chestnut but also raise a memorial for the Parnell family.</li> <li>Stream Clean date to be confirmed: 22<sup>nd</sup> November TBC</li> <li><b>Cutting at Stantyway:</b> Sycamore saplings support some wildlife but can spread aggressively and out spread native species. Their seeds can be toxic to some wildlife, therefore making them potentially problematic for the ecosystem.</li> </ul>	Date to be confirmed with sam
<b>4</b>	<b>Public Questions</b>	<p>Response to items received by email, post or in person.</p> <p><b>Tree trimming on Green.</b> Clerk to remind Toby Taylor.</p> <p><b>Painting at Brick Cross:</b> Progress? East Budleigh. Need to register any incidents.</p> <p><b>Painting of Bus shelter.</b> It was confirmed that the bus shelter has already been painted.</p> <p><b>Church Clock.</b> Thanks to those caring for the clock, the time keeping was commended.</p> <p><b>Request for Community policeman to visit.</b> Clerk to organise.</p>	Clerk          Clerk
<b>5</b>	<b>Correspondence</b>	<p>Correspondence from members of the public</p> <ul style="list-style-type: none"> <li>Tree on Vieux Close (quote accepted &amp; instruction given)</li> <li>Bench on River Otter – To be progresses it was noted the high cost of benches from Greenspace</li> <li>Parking on Ottery Street. See Chairman's business agenda item 6.</li> </ul>	
<b>6</b>	<b>Chairman's Business</b>	<p>Service of Remembrance 9<sup>th</sup> November 2025 @ 10.50 at the war memorial followed by Service in Church</p> <p><b>Parking on Fore Street.</b> A resident seeks enforcement from the Parish Council for bad</p>	All

Meeting of the Otterton Parish Council      minutes      Signed .....

Page 1 of 3      Dated.....

## Otterton Parish Council

		<p>parking. Resident asked to contact police as outside the remit of the OPC. Posters for 20MPH which have been put up around the village are designed to improve the safety of residents and should not be described as flyposting.</p> <p>It was noted that there are vacant positions on Otterton Parish Council for anyone willing to support the work of the Council</p> <p>Thanks to Ladram team for addressing the issue of speeding drivers.</p>	
7	<b>Flags</b>	Review List & update. See attached	
8	<b>Local Planning</b>	No planning applications were received this month and there is currently no update on the <b>Local Plan Note from Claire James</b>	Clerk
9	<b>Stantyway Recreation Field &amp; Football Club</b>	See meeting notes attached.	
10	<b>Emergency Plan</b>	IS to purchase Yellow jackets x 6.	IS
11	<b>Time capsule</b>	Discuss & progress: School interested. Clerk to obtain quotes for time capsule.	Clerk
12	<b>District&amp;County</b>	<p>Update of reports already circulated.</p> <p><b>JB</b> 20 MPH cost £20K.. <b>JB</b> pushing for budget amendment to ensure funding by DCC. Flashing signs £2k could be obtained through locality budget. <b>JB</b> to arrange a site meeting with Tom Cox.</p> <p><b>CF</b> Beach &amp; cliff management plan – meeting scheduled to discuss the way forward.</p> <p>Local Government Review plan delayed.</p> <p><b>HR</b> – Toilets. Budget constraints delaying programme of works.</p>	DCs
13	<b>Resilience Reports</b>	<p><b>Reports from Councillors with specific responsibilities: NTR</b></p> <p>Sand bags, sand &amp; salt: Peak Hill needs to be checked.</p>	
14	<b>Reports from Councillors with specific responsibilities &amp; reports on village amenities and Bodies</b>	<p>Reports for the amenities &amp; bodies:</p> <p>The Village Green - SM NTR</p> <p>War memorial – PW. Looking good &amp; ready for Remembrance day.</p> <p>Speed Watch – RP (Speed watch signs delivered) RW &amp; IS to put up.</p> <p>Village Hall – BS. NTR</p> <p>Phone Box – BS. NTR – Thanks to Sam Pigeon for her help &amp; support..</p> <p>Stantyway Recreation Field &amp; Football Club – JF as item</p> <p>Raleigh Federation – RW. Support for school in the community excellent.</p> <p>Jubilee Playground – IS Hedge to be cut by JF &amp; IS weather permitting</p> <p>The Cemetery- PW. NTR</p> <p>Contracts &amp; Finance – RW. NTR</p> <p>Footpaths &amp; ROW – IU NTR</p> <p>Village Defibrillator – FM (Now registered on the Circuit)</p>	IS & JF
15	<b>Financial matters</b>	<p>To agree payment of cheques as per schedule below</p> <p>Budget for 2026/27. A discussion took place. It was agreed that the clerk would investigate salary scales for councils of a similar size &amp; that budgeting figures were inclusive of VAT. Illustrations to be resent to councillors before next meeting.</p>	Clerk
16	<b>Further Actions</b>	<p>Website: Complete</p> <p>It was noted that quote sent to Highways for safety equipment was proving to be problematic RW proposed that items be bought locally at a cost of £200 including delivery &amp; VAT. Unanimously agreed. Clerk to order</p>	Clerk
17	<b>106 Funding</b>	Discuss progress: the clerk has sent a copy of the ROSPA report to EDDC & a decision on replacement of the Climbing Wall equipment is awaited.	Clerk

Meeting of the Otterton Parish Council      minutes

Signed .....

## Otterton Parish Council

<b>18</b>	<b>Items for next Agenda</b>	<i>Consider items of business for next meeting. Precept, Speed signs, High Vis jackets, Time Capsule, Tree decision, church clock,</i>	<b>Clerk</b>
<b>19</b>	<b>Village events.</b>	<i>Note dates for village events: Stream Clean 22<sup>nd</sup> November TBC, Reindeer Run 6<sup>th</sup> December</i>	<b>All</b>
<b>20</b>	<b>Date of next meeting</b>	<i>OPC Meeting - Scheduled for 1st December</i>	

Fran Mills Clerk to the Parish Council 11.11.25

The meeting closes at 20.48

Draft until signed