

Otterton Parish Council

Date & Time	1 st December 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	4		
Belinda Shoemaker	BS	Parish Councillor					
Jerry Fry	JF	Parish Councillor					
Stevie Mears	MS	Parish Councillor					
Peter Wells	PW	Parish Councillor					

Apologies	Initials	Reason for Absence	Absent without Apology	Initials	

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

Minutes

1	Apologies	<i>To receive apologies from Cllrs:</i>	Clerk
2	Declarations of Interest	<i>To receive declarations of pecuniary interest on items on the agenda. RW re planning 25/2410/TCA BS re planning 25/2410/TCA</i>	Chair
3	Minutes Matters arising	<i>To accept and sign the minutes of the meeting held on 3rd November 2025 as a correct record of the meetings. To consider any matters arising from the minutes, not elsewhere on the agenda.</i> <ul style="list-style-type: none"> • Gate at Stantyway: Too wet • Tree on Green: Clerk to ask about landmark tree. Clerk revisit type of tree with EDDC Hornbeam • Stream Clean date confirmed as 14th December 2025 • Tree on Vieux Close: Chase again • Bench on River Otter. Complete. 	Chair/clerk
4	Public Questions	<i>Response to items received by email, post or in person. Convex mirror at Brick Cross. Clerk to seek guidance from Highways. Ask Colaton Raleigh where theirs was sourced. Engage with EB about mirror. Speak to Alice GW about Brick Cross – Traffic meeting. TS re-iterated that bus shelter at Maunders Hill needs attention – several suggestions were given for use. SCAM awareness post to go on website & in Newsletter.</i>	All
5	Correspondence	<i>Correspondence from members of the public. None Invitation to residents to decorate areas in village. Thanks to Ed for tree on Green.</i>	All
6	Chairman's Business	<i>To receive a report from the Chairman Invitation to residents to decorate areas in village. Thanks to Ed for tree on Green. Donations sought for big tree next year. Update from Stagecoach re turning in junction on Bell Street – Agreement gained from stagecoach that turning should take place at</i>	Chair

Meeting of the Otterton Parish Council minutes

Signed

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		turning area in Ottery street. Reflectors needed for garage roof & wall at turning area. IS to contact residents who own garages & Clinton re wall at turning area.	IS
7	Flags	Review List & update. - Complete	
8	Local Planning	Discuss any applications received: 25/2410/TCA - Rolle Barton Church Hill Otterton Devon. Approved. Local Plan:- Note from Claire James Housing Needs Survey (DCT) Agreed.	
9	Emergency Plan	Update - Purchase of High Vis Jackets. Agreed order of 6 jackets @ £167.00	IS
10	Time capsule	Discuss & progress. (see illustration below). Order as per attached.	
11	District&County	Update of reports already circulated Consultation on future of libraries. Reduction of opening hours is concerning. Wide scope conversation about how library should be used in the community. Lime kiln chaos continues with multiple tankers. Water treatment works being considered Otterton nearing capacity.	DCs
12	Resilience Reports	Reports from Councillors with specific responsibilities: Stone Trap & Gullies. NTR Environmental reports. NTR Water levels. NTR Sand bags, sand & salt NTR	
13	Reports from Councillors with specific responsibilities & reports on village amenities and Bodies	Reports for the amenities & bodies: The Village Green -SM. Discussion regarding use of Green by Exmouth Harriers. War memorial – PW. Refurbished & looking good. Speed Watch – Placement of flashing speed signs. RP wishes to revisit the 20MPH application. New data & changing environment will strengthen case. Focus for 7.30 traffic as so bus. Currently working with Jess Bailey to do this. Clerk to send Reminder Village Hall – BS Seek more folk for committee. Shop to take over Wi Fi Phone Box – BS: Newsletter Young Adult books & jigsaws needed. Stantyway Recreation Field & Football Club – JF Planting of saplings & sign posted to take care. Raleigh Federation - RW Jubilee Playground – IS Climbing wall agreed The Cemetery- PW has tidied up. Renew notices. Notices re respectful and to get rid of bottles. Contracts & Finance – RW. Clerk to explore on line banking.. Footpaths & ROW - IU Village Defibrillator – FM	Clerk
14	Financial matters	To agree payment of cheques as per schedule below Budget for 2026/27 & Precept application. 3% Increase agreed. Increase in clerks salary 1.4.26 High Vis jackets, Agreed see item £167	Clerk

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		<i>Time Capsule, (See below). Agreed see item £45 Tree decision: Seek permission for a Hornbeam Church clock, budget £1495 - £3100</i>	
15	106 Funding	<i>New quote from Rhino Play. 5 – 7 weeks lead</i>	Clerk
16	Items for next Agenda	<i>Consider items of business for next meeting. Tree/ time capsule/Bus shelter</i>	Clerk
17	Village events.	<i>Note dates for village events: Reindeer Run 6.12.25</i>	All
18	Date of next meeting	<i>OPC Meeting - Scheduled for 2nd February 2026</i>	