

# Otterton Parish Council

| Date & Time         | 2 <sup>nd</sup> December 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 | 5        |  |  |
| Peter Wells         | PW                            | Parish Councillor |          |                       |          |  |  |
| Jerry Fry           | JF                            | Parish Councillor |          |                       |          |  |  |
| Belinda Shoemaker   | BS                            |                   |          |                       |          |  |  |

| Apologies     | Initials | Reason for Absence | Absent without Apology | Initials |  |
|---------------|----------|--------------------|------------------------|----------|--|
| Jess Bailey   | JB       | Diary Conflict     |                        |          |  |
| Henry Riddell | HR       | 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   | <b>Welcome &amp; Apologies received &amp; accepted as above.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |              |
| 2   | <b>Co-option of Councillors: None</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |              |
| 3   | <b>Declarations of Interests: None</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |              |
|     | <b>Minutes:</b> The minutes of the meeting held on 4 <sup>th</sup> November 2024 as circulated on were signed as an accurate record of the meeting.<br><b>Matters arising not featured on the agenda:</b><br><i>Gate at Stantyway recreation Field: the hedge has been trimmed in readiness for new gate.</i><br><i>Thanks to Ian Ure regarding the organisation of the Boundary Walk</i><br><i>Congratulations to IS for reading at Remembrance Service at St Michael's Church.</i>                                                                                                                                                                                                                                                                                                                                                                                                                   |              |
| 4   | <b>Public Questions: A resident suggested that the Parish Council should use the village newsletter to advertise it's achievements.</b><br><b>The same resident also sought information on the work of County Councillor Jess Bailey on behalf of the village.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |              |
| 5   | <b>Correspondence from members of the public:</b><br>Mike Norman of Dukes Close Otterton. Due to the ongoing & repeated damage of the garage rooves belonging to residents of Dukes Close by buses and coaches as they drive towards the turning circle on Ottery Street Mr Norman suggested that Highways are contacted with a view to putting double yellow lines on both sides of the road until traffic is clear of the garages.<br><b>Action: Clerk to write letter to Jess Bailey.</b><br>Mr Norman also queried the SWW work in Fore Street scheduled for the new Year: It was acknowledged that there was potential for disruption whilst this essential work is completed. However, work is usually completed over night to minimise inconvenience. As per previous works Highways will inform bus company who will issue notices to advise residents of disruption to service if applicable. |              |
| 6   | <b>To receive a report from the Chairman:</b><br><b>The following points were raised:</b> <i>Thanks to residents for support throughout the year.</i><br><i>Sponsorship from local business appreciated.</i><br><i>Community atmosphere noticeable in the village and much appreciated.</i><br><i>Support for Open Gardens suggested.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |              |

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|    | <i>The Council minuted thanks to Ian for stepping into Chair which has been appreciated.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |
| 7  | <b>Horse Chestnut: Tree now felled - Complete.</b><br>IS & JF reported that Christmas decorations for the Green have been sourced and will be a welcome addition over the festive period.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |
| 8  | <b>Defibrillator: Update &amp; progress action on village defibrillator.</b><br>Clerk has sought advise regarding best replacement Defib until which will fit in the current cabinet. Likely cost £1200 - £1500. Report to go to Councillors when received.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| 9  | <b>Chapter 8 Training: Update on Councillor Training/ Road warden scheme:</b><br>Clerk has submitted names to Highways who will send log in details as requested for Safety Training.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |
| 10 | <b>Local Planning: Discuss any applications received:</b><br>24/2597/TCA, 24/2465/TCA, 24/2453/TCA, 24/2426/TCA all approved.<br>24/2281/VAR Maunders variation Ridout variation on planning.<br>24/2205/FUL Rolle Barton relocation of oil tank. Confirmation of location needed.<br>Request for scale drawing.<br>Burnt House Farm - Mitigation for bats & owls. Site visit to be arranged.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |
| 11 | <b>District&amp;County: Report from Jess bailey attached.</b><br>CF reported that final decisions will be made soon regarding the strategic plan and how this will affect Otterton. Currently East Devon is short of target numbers for development however it is unlikely that Otterton will be affected by any increases sought.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |
| 12 | <b>Emergency Plan: Meeting to be held 6.1.25.</b> Clerk to seek support for plan in the Otterton Newsletter.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |
| 13 | <b>Resilience Reports: Reports from Councillors with specific responsibilities:</b><br>Stone Trap & Gullies: RW<br>Environmental reports: IS<br>Water levels: PW<br>Sand bags, sand & salt: JW<br>No concerns were reported.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |
| 14 | <b>Reports from Councillors with specific responsibilities &amp; reports on village amenities and Bodies:</b><br><b>The Village Green - JF.</b> Thanks to Toby Taylor for felling of Horse Chestnut – invoice awaited.<br><b>War memorial – PW NTR</b><br><b>Speed Watch – RP: NTR</b><br><b>Village Hall – BS.</b> BS Reported that Wi Fi for the Hall has been shared with the shop.<br><b>Community shop - NTR</b><br><b>Stantyway Recreation Field &amp; Football Club – JF.</b> JF to speak to team captain regarding the ongoing mowing of the pitch.<br><b>Raleigh Federation – RW.</b> Bonfire night at Stantyway well supported by residents with 350 in attendance. End of term 20 <sup>th</sup> December. Numbers of children on roll growing.<br><b>Jubilee Playground – IS</b><br><b>The Cemetery- PW NTR</b><br><b>Contracts &amp; Finance – RW - See</b><br><b>Village Defibrillator – FM.</b> See agenda item 8 |  |
| 15 | <b>Financial matters: To agree payment of cheques as per schedule below</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |

Meeting of the Otterton Parish Council

minutes

Signed .....

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|    | <p><b>Contract for Grass Cutting:</b> 3 quotes for grass cutting work now received as follows:<br/> <b>Nick Arccas - £4908 inc vat</b><br/> <b>LW Landscaping £5238 inc vat</b><br/> <b>Halcyon Landscapes. £4905 inc vat</b><br/> The clerk reported that the quote from Halcyon did not include cutting of the Stantyway recreation ground due to problems experienced over 2024. It was agreed that JF would speak to the Otterton Football Club to see if they had the capacity to take over the grass cutting of the pitch with support from the OPC when needed. A final decision will be made at the OPC meeting on 6.1.2025.<br/> <b>Budget for 2025:</b> After discussion and audit of budget illustrations it was proposed that an increase of 5% in precept request would be made. Final decision to be made at meeting on January 6<sup>th</sup> 2025</p> |  |
| 16 | <p><b>Further Actions:</b><br/> <b>Website.</b> Clerk to let Ro Smith know requirements for the new OPC page.<br/> <b>Dates for 2025 meetings: Proposed Meeting Dates 2025:</b> 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 Eergency Plan.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |
| 17 | <p><b>106 Funding:</b> Discuss responsibilities of parish council to progress.<br/> Correspondence has been received my Melissa Wall at EDDC regarding recovery of large claim which would mean 106 funding in the region of £20k for Otterton.<br/> <i>I have heard from the developer who confirmed that 'he would be pleased to receive an invoice for the open space contribution'...I have now sent this to him based on what we agreed.</i><br/> <i>Fingers crossed he pays up - I have given him until early January so I will let you know what happens. Many thanks Melissa Wall Section 106 Officer</i></p>                                                                                                                                                                                                                                                 |  |
| 18 | <p><b>Items for next Agenda:</b> Consider items of business for next meeting.<br/> <b>Budget, Defib, Grass cutting. Emergency plan</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| 19 | <p><b>Village events. Note dates for village events</b><br/> <b>Reindeer Run: 7.12.24.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |
| 20 | <p><b>Date of next meeting: OPC Meeting - Scheduled as follows</b><br/> <b>6<sup>th</sup> January 2025 – Emergency Plan meeting</b><br/> <b>3<sup>rd</sup> February 2025 OPC Meeting.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |

**Dates for 2025 meetings:** Emergency Plan meeting 6 January, **OPC Meetings:** 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.  
The meeting closed at 21.04

Report Cllr Jess Bailey  
Devon County Councillor – Otter Valley  
East Devon District Councillor – West Hill and Aylesbeare  
1st December 2024  
Tipton St John School  
Devon County Council has applied to EDDC for £600,000 from EDDC's s106/CIL to fund

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feasibility work on sites for a new school within Tipton St John. The timescale for EDDC's decision making is not yet confirmed but it is likely to take place in early January 2025. At EDDC's strategic planning committee meeting on 22nd November I robustly expressed my view that the proposed settlement boundary for Tipton John should be changed from what EDDC officers had proposed so as not include the site south of Otter Close. This land had been earmarked a few months back by the committee as a potential site for the new school. However, by including it within the settlement boundary there would then be a presumption in favour of housing development. This would mean it was likely to end up as housing, which would have directly contradicted the committee's intention of allocating it for a school. The assistant director for planning Ed Freeman agreed with me and eventually so did the committee and the site is now proposed to be outside the settlement boundary.

Land at Sidmouth Road, Ottery St Mary (ref 22/1973)

I was delighted that it was confirmed on Friday the application for 63 houses had been refused by the planning inspectorate at appeal. Having submitted an objection on the grounds of highway safety, particularly the proposed substandard pavement and junction at Tip Hill I would have liked to have seen the inspectorate cite road safety as a ground for refusal. Perhaps because EDDC planning committee did not include it as one of their grounds it was not assessed at the appeal stage. I, like many residents, was extremely disappointed that DCC had dropped their highways objection during the course of the planning process. Well done to the town council, the campaign group and the many residents of Ottery who persuaded EDDC's planning committee to reject the application against officers recommendation of approval.

Submission on DCC's consultation on the Countrywide Local Cycling and Walking Infrastructure Plan (LCWIP)

I submitted the following consultation response in support of the Otter Trail for the consultation which expired on 30th November:

As the division member for the Otter Valley I have completed the online questionnaire which urges for the prioritisation of the Otter Trail.

I wish to add the following comments to explain why the Otter Trail should be placed in group of projects to be delivered in the short term rather than long term as is proposed.

1. The Otter Trail is included in the Ottery St Mary and West Hill joint neighbourhood plan.

This plan has been the subject of a formal referendum and as such presents compelling evidence of community support. Community surveys are of course important evidence of community support but the inclusion in a formal planning document such as a neighbourhood plan goes further. DCC should use inclusion of trails within neighbourhood plans as part of its benchmarking exercise when comparing trails.

2. The Otter Trail is to be included as a project specifically referenced in the emerging draft East Devon Local Plan. It is proposed to be contained in policy TR02 as one of the strategic cycle network schemes following my proposal at the Strategic Planning Committee meeting on 9th October 2024. It is really important that there is collaboration across the district and county authorities so that infrastructure priorities are aligned and can be progressed and funded. That the Otter Trail is to be included in the East Devon Local Plan should carry significant weight in DCC's evaluation of the respective trails.

3. DCC should take into account the fact that a detailed feasibility study was completed in 2014 by Sustrans which can provide a springboard for the project. DCC should drive this project forward, building momentum by selecting and progressing one of the seven sections of the route. This approach - selecting a section of the route to start with - was endorsed by Sustrans in 2014 but regrettably no progress has yet been made by DCC.

4. There has been substantial population growth within East Devon (far greater than any other Devon district as shown by the comparison of population figures in 2011 and 2021

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Signed .....

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census). This is as a result of significant housing development including the formation of the new town of Cranbrook. In addition there is to be a further new town (as yet unnamed) with in excess of 8000 dwellings between the A3052 and A30. The Otter Trail would offer current and future residents really important leisure opportunities close by. In addition this housing development may well result in significant levels of s106 and CIL funding opportunities and DCC should ensure that section(s) of the Otter Trail are project-ready so that they can benefit from funding opportunities as and when they open up.

5. The fact that the Otter Trail has a committed and long standing campaign group should carry significant weight in DCC's evaluation of the projects. I hope that DCC will work closely with the campaign group to deliver the first section of the Otter Trail.

For all these reasons DCC should view the Otter Trail extremely favourably and focus its resources on delivering the first section.

Yours sincerely

Cllr Jess Bailey

Otter Valley Ward

Coleridge Bridge, Ottery St Mary

I recently met with representatives from the EA, MP Richard Foord and Ottery Town Council to discuss the reinstatement of this vitally important footbridge. Unfortunately, due to restrictions on DCC working in the river until June 2025 it looks unlikely that the bridge will be operational again until the summer of 2025. DCC have agreed to fund the substantial cost of the repairs following the collapse of the tree into the bridge in December 2023 and have been permitted to carry out some very limited temporary protection works by the EA in the form of rock bags around the pier which is suffering from serious erosion. I am concerned that further erosion this winter could put the bridge in jeopardy and should it fall into the river there would be huge financial and environmental consequences. In the meantime, residents including students at the Kings School are forced to travel a far lengthier and more dangerous route to and from the centre of Ottery, which is really unsatisfactory.

Grit Bins

Communities urged by DCC to check grit bins

Over 3,500 grit bins are strategically placed for public use during severe weather. Towns and parishes should be encouraged to check grit bins before the winter season starts rather than during it. Once winter service starts the amount of resource that can be diverted to filling grit bins is limited.

Grit bins are an expensive asset in terms of maintenance. Where new requests for grit bins are received the preference initially will be to see if it is possible to re-site an existing bin if there is evidence to suggest it isn't being used. Please liaise with your Neighbourhood Highway Officer who will be able to investigate if this is an option.

Where there are no options to re-site existing bins, and we're content a new bin is justified then this needs to be funded through the local councillor budget (where locality budgets are not available then funding may need to come directly from the Parish or Town Council). The cost remains at £350 which covers the installation, filling and ongoing maintenance costs for the life of the grit bin.

Forms to request salt and update contact details can be found on the self help section of our website. Snow Wardens can request access to the online training by emailing [communityselfhelp@devon.gov.uk](mailto:communityselfhelp@devon.gov.uk).

Otterton – Brick Cross

Following my recent site visit with our neighbourhood highways officer Tom Cox and representatives from the parish council I understand that the sign posts which we viewed (which were corroding at ground level) have now been replaced. Following that site visit I did, as requested, raise concerns with the neighbourhood highways officer for East

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Signed .....

## Otterton Parish Council

Budleigh/Budleigh Salterton about the arrows marked on the road directing traffic to Otterton down the first arm at th

Dear Clerk, yet again we have had damage caused to our garage roofs alongside Ottery Street. This time by the Dartline school coach which according to the driver happened because he had difficulty in getting by parked cars alongside the brook.

I understand yellow lines have been agreed to by Highways. To avoid this happening again and again may I suggest the yellow lines should be on both sides of the road and extend for the entire length of the garages. If this is not agreed then our problem will not go away and those responsible for causing the damage will not own up to it as has happened in the past.

Have a good Xmas and happy new year to you and your Councillors

Regards and on behalf of Dukes Close residents'

Mike Norman

1 Dukes Close