

Otterton Parish Council

Date & Time	2 nd February 2026		Location	Otterton Village Hall			
Councillors Present	Initials			Also Present	Initials		
Ian Simpson	RW	Parish Councillor	Chair	Charlotte Fitzgerald			
Richard Witherby	IS	Parish Councillor		Members of the public	5		
Belinda Shoemaker	BS	Parish Councillor		Jess Bailey			
Jerry Fry	JF	Parish Councillor					
Stevie Mears	SM	Parish Councillor					
Peter Wells	PW	Parish Councillor					

Apologies	Initials	Reason for Absence	Absent without Apology	Initials	
Belinda Shoemaker	BS	Holiday			

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

Minutes

1	Apologies	<i>Apologies from Cllrs as above:</i>	Clerk
2	Declarations of Interest	<i>To receive declarations of pecuniary interest on items on the agenda: SM declared an interest in 25/1773/FUL - Burnthouse Barn Northmostown Sidmouth Devon</i>	Chair
3	Minutes Matters arising	<i>The minutes of the meeting held on 1st December 2025 were signed 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. In progress. • Tree on Green: (Hornbeam) the Chair sought other suggestions – please send to Clerk • Stream Clean date confirmed as 14th December – Complete Clerk was asked to write to Sam to thank him for support.. • Tree on Vieux Close. Clerk was asked to write to Toby seeking a timescale for completion of work. • Bench on River Otter - Complete • Park Lane – the Chair acknowledged the many concerns regarding the resurfacing of Park Lane as this is not a public highway. However, on investigation this work was carried out through PRW budgets which is under different budgetary control and as such does not affect maintenance of the public highway. 	Chair/clerk
4	Public Questions	<i>Response to items received by email, post or in person. A request was made for a more informative & inviting entry in the Parish News to encourage attendance at meetings. This could include a summary of activities of past year& targets for the next year. Several comments were received both in writing and at the meeting regarding ongoing problems with the road surfaces in the village. The recent flooding has exacerbated the problem and it is understood that thus a national problem. The Chair asked member of the public to use the reporting link on the website to seek action.</i>	All
5	Correspondence	<i>Correspondence from members of the public Pot holes on Fore Street: See agenda item 4</i>	

Meeting of the Otterton Parish Council minutes Signed

Otterton Parish Council

		<i>The Mill. A letter has been received seeking support from the OPC for the owners of the Mill due to the damage sustained during the recent flooding. The chair explained that it would be inappropriate for the OPC to give financial support but kindly that he would personally help the authors of the letter to set up a 'Gofundme' page/link to garner support for this important village business & amenity.</i>	IS
6	Chairman's Business	<i>To receive a report from the Chairman. Thank you to everyone who helped other residents during the cold weather, ice & recent flooding. IS reported the excellent community effort. Thanks also to the Community police officer who provided valuable support. A discussion took place regarding remedial action that can be taken following 108 training. Clerk to investigate further. A conversation took place regarding actions of some rogue traders in village. Note to residents to treat with caution.</i>	Clerk
7	Bus Shelter	<i>JF to keep an ongoing eye on the condition & appearance of the bus shelter and action as appropriate. Complete.</i>	JF
8	Snow Warden	<i>JF Confirmed as Snow Warden and will be registered for training. It was noted that several grit bins in the village remain empty with a promise of refilling yet to be fulfilled.. JF has offered to monitor this and make contact if the situation continues.</i>	JF
9	Local Planning	<i>Discuss any applications received: 25/2476/FUL - 1 Park Lane planning comment. Clerk has actioned. 25/1773/FUL - Burnthouse Barn Northmostown Sidmouth Devon. 25/2502/FUL – Burnthouse Farm. Clerk to send RW suggested comments to Consultee Planning. TPO 2 Watering Court – weeping willow. Objection to placement of TPO to be sent to EDDC planning also with approval for application to fell said tree. 26/0181/TCA – Approve.</i>	Clerk Clerk Clerk
10	Emergency Plan	<i>Update - Purchase of High Vis Jackets. Order invoice to come.</i>	IS
11	Time capsule	<i>Capsule ordered as per December 2025 meeting. RW to discuss with school.</i>	RW
12	District&County	<i>Update of reports already circulated. CF: Letter to Jill Beacham thanking her for work over many years on village Newsletter. Job description sought to aid appointment of new editor. Ott1: details beginning to emerge. views. 4th July 2026 Village Fete proposed. RW to check date with Anne Radcliffe. In the following discussion Jess Bailey noted these points: JB: Pinn Lane continues to be blocked. During flood only one road into the village which was a problem when an emergency vehicle was needed. A suggestion that it will take 6 months for the road in Northmostown to be rectified is seen as unsatisfactory. JB: Environment agency to be notified that trees down in the river contributed to the flooding as were trapped in arches of the road bridge.. 4 grit bins now empty, supplies promised but still not forthcoming.</i>	Clerk RW JB

Otterton Parish Council

Draft until signed