

OTTERHAMPTON PARISH COUNCIL
DRAFT MINUTES OF THE PARISH COUNCIL MEETING

on

THURSDAY 5 OCTOBER 2017 HELD AT OTTERHAMPTON VILLAGE HALL

To be Approved and Signed at the following meeting

PUBLIC SESSION:

Representing two residents, J. Evans and R.Perrett raised the parking problems along Brookside Rd, Combwich. Parking on both sides of the road leaves little room at times for vehicles to get through and may be difficult for emergency vehicle access. One resident has contacted Highways who advised that with the support of the parish council and other residents, consideration could be given for double yellow lines. The resident's drawing was tabled outlining a proposal for alternate double yellow lines for both sides of the road. Councillors felt that double yellow lines might be controversial and create difficulties for residents who live there. Widespread involvement and consultation will be required if we are to try and resolve the existing problem. We will discuss the issue with Highways, and will also explore whether a Resident's Parking Permit scheme may be a consideration. **Action: Clerk.**

Regarding fly parking, EDF has been targeting this issue and taking positive action on culprits. A week ago, 2 contractors were sent back to Junction 24. The Police have also been involved. Weekends still remain a problem together with disturbance to residents in the early hours of the morning. EDF has assured us it will keep the pressure on staff to honour their terms and conditions of employment regarding parking arrangements. B.Birkenhead suggested we contact EDF to ask if they had any land we might be able to use for parking. **Action: Clerk.**

Councillors will assess the situation after the planning site visit below (66/17/5) on 9.10.17 and include it as an agenda item at the next meeting. **Action: Clerk**

PRESENT:

John Berry (Chairman), Dick Best (Vice-Chairman), Bob Birkenhead, Dave Cather, Julie Evans, Barry Leathwood, Rachel Perrett, Dist Cllr Julie Pay, and Aly Prowse (Clerk).

63/17 APOLOGIES FOR ABSENCE:

Apologies for absence were received from County and Dist Cllr Mike Caswell.

64/17 MINUTES OF THE MEETING HELD ON 7.9.17:

The minutes of the meeting held on 7.9.17 were APPROVED and signed by the Chairman.

65/17 DECLARATIONS OF INTEREST AND DISPENSATIONS:

1. D.Cather advised he is now a full time employee of Hinkley C so his Register of Member's Interest with Sedgemoor District Council (SDC) will need to be amended. **Action: Clerk.**
2. B.Leathwood declared an interest in agenda item 9c (minute 71/17/3).

66/17 WARD REPORTS:

Cllr Pay attended SDC's All Parish' Annual Meeting which had been well attended and informative.

67/17 PLANNING MATTERS:

1. Planning Applications

- a) **3/32/17/005** - Construction of a Waste Encapsulation Plant, Hinkley A (GRANTED)
- b) **39/16/00009 APPEAL** - Dwelling and creation of access, 14 School Lane (APPEAL DISMISSED)
- c) **39/17/00007** – Dwelling & Garage, Plot 5, 9 Church Hill (GRANTED WITH CONDITIONS)
- d) **39/17/00006** – Certificate of Lawfulness re existing use of farmhouse as a house of multiple occupation, Moxhill Farm, Combwich (GRANTED)
- e) **39/17/00012** – Variation condition 2 of planning permission 39/13/00004 (renewal permission of 39/10/00003) to amend approved drawings to amend the internal layout of plot 1 and to amend plots 2 and 3 to form linked detached houses, land at 9 Church Hill, Combwich. A site visit was arranged for 9.10.17 at 5.45pm.

2. SDC Annual Planning Training

- 12.10.17 – D.Best, D.Cather, J.Evans and B.Leathwood.
18.10.17 – R.Perrett and A.Prowse.

68/17 FINANCIAL MATTERS:

1. **Bank Balances** - Current A/C £1282; Deposit A/C £20712; Reserve A/C £11253.

2. The following payments were AGREED:

Mrs A Prowse	£347.37	(September salary including £8.71 miscellaneous costs)
Mrs A Prowse	£103.52	(Genuine HP Ink Cartridges x 5)
M.Ingram	£480.40	(Repairs to bus shelter)
K.Preston	£350.49	(Gardening and Play Area Inspections, Jul-Sep)
SDC	£668.93	(Empty 4 dog bins, twice per week, Sep-Mar 2018)

3. Income

£10000, second half of annual precept.

4. Budget Monitoring Statement to 30.9.17

This was reviewed.

5. Half Yearly Accounts to 30.9.17

These were APPROVED as proposed by B.Leathwood and seconded by R.Perrett.

6. Annual Audit to 31.3.17

The Annual Audit has been approved. It was highlighted that the Standing Orders had not been amended since 2014. In future we will review them (together with the Financial Regulations) at the Annual Meeting each year. The Statutory notification advertising the closure of the Audit has been placed on notice boards.

69/17 ITEMS FROM THE LAST MEETING:

1. Future Chairman's Vacancy

D.Cather said he will consider standing as Chair. As a 'fall back' J.Evans and R.Perrett said they would be prepared to carry out the role jointly. D.Best is happy to continue as Vice-Chairman. The Clerk had checked with the SDC legal department if we could start the recruitment process whilst John is still a Councillor, in effect post-dating the vacancy to ensure a seamless process. We are unable to do this; resignation takes effect upon receipt by the Chairman and we are unable to advertise any vacancy until the resignation takes effect. With regards to the Chairman's position, a new Chairman needs to be appointed in order to receive the current Chairman's resignation. Therefore at an appropriate time, John will first need to resign as Chair, and thereafter as a councillor.

2. Cannington Playing Fields

Once Cannington Parish Council has received feedback from all the local parish councils a meeting will be arranged with interested parties. J.Evans and B.Birkenhead offered to represent us. **Action: Clerk**

3. NHS Health Checks

We have had over 20 expressions of interest so it was AGREED to go ahead and arrange. It was also AGREED to extend the arrangement to Stockland Bristol Residents. **Action: Clerk**

4. Review of Action List

Item 1 – Bus shelter repairs. Action Complete

Item 8 – Safety signage and additional safety markers on Dame Withycombe Hill. Action Complete.

Item 10 – Parking on Combwich track. Action ongoing – J.Berry

Item 13 – Chase progress re defect reported on PRoW along from Riverside Farm. Action ongoing. B.Birkenhead.

Item 16 – Combwich Ponds appeal to the Planning Inspectorate. This has been done but we have been asked if there are any special circumstances we would like to be considered. B.Leathwood offered to put a response together. **Action: B.Leathwood and B.Birkenhead.**

5. Village Walk Actions

a) Awaiting response from the Wildflower Group regarding its intentions at Crossways.

f) Spray weeds in village. SDC may carry out further spraying later in the year.

g) The EA advised it would not be responsible should the willow tree opposite the Post Office drop branches/debris into the brook. It was AGREED to write to the house owners explaining the situation in case as riparian owners, they are unaware it would be their responsibility. **Action: Clerk**

70/17 PLAY AND RECREATION AREA:

1. Safety Surfacing and Ground Settlement Issues

Some areas of ground beneath the safety surfacing have deteriorated and there have been a number of complaints. This has been reported to Wicksteed and we are awaiting a response. B.Leathwood and the Clerk are meeting Scott Mason from SDC to discuss this issue on 17.10.17. Regarding the weeds, Scott Mason advised that the play areas within Sedgemoor are normally sprayed a couple of times a year. The Clerk has requested a price from SDC Clean Surrounds to spray the weeds.

2. Quarterly Inspections

K.Preston handed in the weekly and quarterly inspection returns for the last three months. He also identified the ground settlement issues.

3. Play Area Signs

A quote and proof has been received from RT Signs for two "No bikes or scooters in the play area" signs at a cost of £79.20. This was AGREED. **Action: Clerk.**

71/17 ENHANCEMENTS:

1. **Combwich Retaining Wall Area – Post and Rail Fence**

A quote to erect a 3 railed post and rail fence has been received from M.Ingram for £440. The work and price were AGREED as proposed by B.Leathwood and seconded by D.Best. **Action: Clerk**

2. **Verge Markers and bollards by Play Area**

The verge markers are proving to be effective especially during the day and so far it has prevented further churning up of the verge. However some of them have been knocked a number of times and are loose. We will continue to monitor them. The bollard that has been knocked has been checked and considered safe as it has re-enforcing bars running through it. Again this will continue to be monitored for any deterioration.

3. **Maintenance of Barn Doors at Brookside Road**

A quote has been received from M.Ingram for £120. The work and cost were AGREED as proposed by J.Evans and seconded by D.Cather. **Action: Clerk**

4. **Grounds Maintenance Contract**

It was AGREED to request a price from D.Aggett (SDC Clean Surrounds) to cut the play area fortnightly instead of monthly (i.e. from 7 to 14 cuts). Monthly cutting is proving to be insufficient. In addition, the general grass maintenance contract allows the grass to be cut an estimated 7 times per year depending on the weather. D.Aggett asked that we consider amending the contract to "up to 10 times" per annum as ideally this year, the grass needed to be cut at a greater frequency. It would enable him to programme additional cuts into the overall SDC schedule. Members AGREED to this request, so subject to us taking up the option to extend this contract, the contract will be amended for 2018. **Action: Clerk**

72/17 C182 COMBWICH JUNCTION TO BIFFEN'S CORNER:

We received an email from a resident of Dame Withycombe Cottages explaining the dangers residents are exposed to on a daily basis using the very narrow lay-by to access their vehicles in amongst heavy volumes of traffic. It is also very dangerous crossing the road trying to get to the village. B.Birkenhead re-iterated his desire to see 40mph along this stretch of road. J.Evans having been involved in discussions at the Transport Forum is not sure this will be possible, but she will raise at the next Transport Forum. **Action: J.Evans.** The Clerk advised that A.Coupe has a meeting with Cannington Parish Council on 13.10.17 at 10am. This might provide an opportunity to come and meet with us so he could experience first-hand our concerns. We will ask Andy if he would be available to visit Combwich first, say at 8am on the 13.10.17. **Action: Clerk**

Cllr Pay left the meeting at 8.35pm

73/17 MEETING REPORTS:

1. **6.9.17 –Village Hall.** D.Cather gave the Committee an update on the Community Impact Mitigation (CIM) fund.
2. **13.9.17 – Steart Forum.** The meeting was rearranged for 8.11.17.
3. **3.10.17 – Joint Parishes Meeting (SDC).** We did not attend. Handouts sent electronically have been forwarded to councillors.

74/17 FORTHCOMING MEETING NOTIFICATION:

11.10.17 – Village Hall

17.10.17 – Otterhampton Parish Project Team (OPPT)

19.10.17 – Community Forum

27.10.17 – SSG. When J.Berry leaves, we will need to find a new representative.

2.11.17 – Transport Forum

75/17 CORRESPONDENCE:

General List (Received/Sent)

- a) Copy of a letter from T.Jones to the Environment Agency (EA) questioning the proposals to raise defences at Combwich in conjunction with the Bridgwater Tidal Barrier Scheme.
- b) An update was received from Hochtief regarding the progress at Combwich Wharf.
- c) The Clerk responded to an Over Stowey resident who was confused by the 'Resident's Parking Only' signs at Combwich Wharf (to deter the Hochtief contractors from parking) as she would normally park there to then walk with her child to the School. The Clerk confirmed she could continue to park there.
- d) The Clerk responded to the EA Bridgwater Tidal Barrier Scheme consultation.

- e) Matt Peaster – confirming he will carry out the vegetation removal at Wharf Rd at a cost of £295 plus VAT; the same price as last year.

76/17 REPORTS OF REPRESENTATIVES:

1. **Hinkley Liaison**
Nothing to report.
2. **Stearl Ward (D.Best)**
D.Best reported that the Rt Hon Michael Gove MP visited WWT Stearl Marshes a week ago, showing a keen interest in the potential impact of managed realignment schemes, noting that 10% of the English coast is low lying and this may be a solution to the associated flood risk.
3. **OPRA (B.Leathwood)**
Nothing to report.
4. **Village Hall**
The next meeting is on 11.10.17.
5. **Otterhampton Parish Project Team (OPPT)**
The Clerk spoke to Val Bishop (Somerset Community Foundation) to invite her to the next OPPT meeting. During the conversation, she asked if we had considered a third party utilising our £500k CIM fund. The particular example used was the recently submitted Expression of Interest from WWT Stearl Marshes [*which we would not have been happy with and subsequently believe this is intended for the main Community Fund and not ours*]. Councillors feel it would be difficult and perhaps inappropriate for any third party organisation or even the award's panel to determine what is required or of benefit to a community without reference to the parish council who in consultation with OPPT had undertaken wide consultation with the community. In addition potential associated revenue costs could become the future liability of the parish council funded through its Precept so the parish council must have control. A letter will be sent to V.Bishop requesting all applications for funds from our ring-fenced fund must be first submitted for parish council endorsement as an integral part of the process. **Action: Clerk**
6. **School Liaison (R.Perrett)**
Rachel will shortly commence monthly meetings at the School.
7. **Public Rights of Way (B.Birkenhead)**
B.Birkenhead will submit a defect to SCC for a problem with a footpath near Dame Withycombe Hill.
8. **Otter Tales (B.Leathwood)**
Nothing to report.
9. **Otter Wheels**
The scheme could still do with additional drivers.

77/17 DATE AND TIME OF THE NEXT MEETING:

The next meeting will be on Thursday 2 November 2017 at 7.00pm in Otterhampton Village Hall.

The meeting ended at 9.15 pm.

Signed:
(Chairman)

Date: