

**OTTERHAMPTON PARISH COUNCIL**

You are hereby notified that a Meeting of the Parish Council will be held on  
**THURSDAY 30 AUGUST 2018 (please note - meeting brought forward by one week)**  
**7pm, at OTTERHAMPTON VILLAGE HALL, COMBWICH**

Members are required to attend – The meeting is open to the press and public

Tea, coffee and biscuits will be available (self-service) from just before 7pm

- Public Session (including Ward Councillor reports)
- 1. APOLOGIES FOR ABSENCE
- 2. TO APPROVE MINUTES OF THE MEETING HELD ON 5.7.18
- 3. DECLARATIONS OF INTEREST AND DISPENSATIONS
- 4. PLANNING MATTERS
  - a. 39/18/00004 – Installation of 5 replacement windows, Crossways Farmhouse (GRANTED)
  - b. 39/18/00005 – Erection of a detached building to provide living accommodation & garage; demolition of existing garage, Greenacre, Bolham Bridge (GRANTED)
  - c. Letter from SDC re feedback on E-Consultation of Planning Applications
- 5. FINANCE
  - a. Balance: Current A/C £1212.67; Deposit A/C £11336.33; Reserve A/C £12401.46
  - b. Invoices for payment / income received
    - i. Mrs A Prowse - £481.91 (July salary inc £25.66 Misc office costs)
    - ii. Mrs A Prowse - £484.83 (Aug salary inc £28.58 Misc office costs)
    - iii. Mrs A Prowse - £50.40 (Replacement Perspex for Steart notice board)
    - iv. SDC – £540.00 (Annual Grounds Maint Contract, inc. Play Area Apr-May 2018)
    - v. Playsafety Limited - £113.40 (Annual External Inspection of Play Area)
  - c. Income – VAT refund £2241.02
- 6. ITEMS FROM LAST MEETING
  - a. Review of action list (for items not on agenda)
  - b. Dame Withycombe Hill – layby widening scheme (Hinkley C Community Fund)
  - c. Remembrance Day Centenary Commemorative Action
  - d. Mobile Library – School stop.
  - e. Combwich Buoy – Repainting before Autumn/Winter
  - f. Targets for Parish Council – year ending April 2019
- 7. ENHANCEMENTS
  - a. Verge Markers on Verge near Play Area
  - b. Dog Fouling
  - c. Annual External Play Inspection Report
  - d. Steart Borehole
- 8. MEETING REPORTS
  - a. 2.8.18 – Transport Forum (Report previously circulated)
  - b. 8.8.18 – Village Hall (minutes previously circulated)
- 9. FORTHCOMING MEETINGS
  - a. 3.9.18 – Sub Group of OPPT re Community Plan
  - b. 12.9.18 – Steart Forum
  - c. 12.9.18 – Village Hall
  - d. 9.10.18 – Joint Parish Cluster Meeting
  - e. 26.10.18 – SSG
  - f. 15.11.18 – Community Forum
- 10. CORRESPONDENCE/COMMUNICATION
  - a. General List
  - b. Combwich Motor Boat and Sailing Club – Expression of Interest for Wooden Gig for Hinkley C Funding
- 11. REPORTS OF REPRESENTATIVES
  - a. Steart Ward and Defibrillators (D.Best)
  - b. OPRA (B.Leathwood)
  - c. Otterhampton Parish Project Team (OPPT)
  - d. School Liaison (R.Perrett)
  - e. Public Rights Of Way (B.Birkenhead)
  - f. Otter Tales
  - g. Otter Wheels
- 12. DATE AND TIME OF THE NEXT MEETING – Thursday 4 October 2018

OTTERHAMPTON PARISH COUNCIL

ACTION LIST - As at 23 August 2018

No	Minute	Action	Who	Status
1	27/17/2	Collapsing wall at Ship Lane		<b>Monitor Situation</b>
2	38/15/3	Produce an Emergency Plan for parish.	All	August 2018
3	122/15	Welcome Packs – Produce for newcomers to parish.	All	August 2018
4	72/16/5	Consider permanent parking spaces adjacent to Play Area		Long term action
5	37/18/1 40/18/e	Sedgemoor trees Chase outstanding invoice for tree works in Wharf Rd; Advise that a request has been made to include a Memorial tree be purchased and planted in memory of the late Mr Nurton	Clerk Clerk	Emailed 23.7.18 Emailed 23.7.18 <b>Awaiting Response</b>
6	10/18/2	Expression of Interest for Dame Withycombe Hill layby widening, approved in principle subject to final costs. Update residents with latest situation	Clerk	Complete. Formal approval awaited. <b>Agenda item 6b</b>
7	36/18/3/a	Confirm bi-monthly cost to print Otter Tales from on-line printing company	B.Leathwood	£220 per edition
8	42/18/1/c	Remembrance Day Silhouettes - Members to consider ideas to commemorate the 100-year anniversary in the parish.	All	<b>Agenda item 6c</b>
9	29/18/4/c	Write to Mobile Library to advise of school plans for parking which if carried out, we would like the reinstatement of the Mobile Library service	Clerk	<b>Agenda item 6d</b>
10	132/17	Tree Maintenance and Open Spaces Sub Group: 1.Vegetation Removal at brownie copse. To be incorporated in Village 5-10-year Plan, currently being drawn up by Sedgemoor Trees (grant application to GQLDFCIM fund originally planned for Summer 2018, on hold until Plan is complete) 2. Clarify ownership of strip of land, trees and shrubbery adjacent to the brook and opposite Nursery Cl	DB; JE; RP (J.Doble, co-opted)  Clerk	Meeting held 21.6.18.  Emailed SDC 23.7.18 <b>Awaiting response</b>
11	42/18/1/f	Brambles from a property in Brookside Rd overhanging the pavement. Letter sent to resident 23.7.18 – cut brambles back on 25.7.18	Clerk	<b>Complete</b>
12	132/16/f 37/18/1	Combwich Ponds – The Secretary of State has given SCC six months to resolve the issue as at December 2017 (June earliest decision date) Follow up re decision date of June 2018	BB	BB emailed 22.7.18. Awaiting response
13	145/17/2	Play and Recreation Area – Ground settlement issues, work complete.	Clerk	Awaiting Invoice
14	42/18/2	Contact Cannington Health Centre to ask if prescriptions will continue to be delivered to Combwich on a Wednesday afternoon	Clerk	Advised this service will continue for the foreseeable future
15	38/18/1	Picnic benches on the Green – advise residents and the Harbour View Club that the parish council did not approve the request for benches etc	Clerk	<b>Complete</b>
16	38/18/2	Request village gardener to trim around verge marker posts opposite the Anchor Inn	Clerk	<b>Complete</b>
17	39/18	Upload GDPR Privacy Notices and all other parish council procedures to website.	Clerk	<b>Complete</b>
18	42/18/3	Submit nomination (including citation) of Tina and Mike Gardener as our SCC Chairman's Award nomination for 2018	Clerk	<b>Complete</b>
19	43/18/3/c	New notice boards for parish – submit Expression of Interest to CIM fund (once it is known if Otterhampton residents would like a notice board)	Clerk	<b>Cleared principle of using CIM funds with Val Bishop</b>
20	Actions from village walkabout on 26.7.18	1. Write to WWT re dog bags in toilets/sanitary bins. 2. Combwich buoy needs painting before winter. 3. Obtain quote for vegetation removal on the Wharf Rd 4. Send Parish Council Powers to councillors 5. Targets for Parish Council by the Annual Meeting a) Complete Community Plan, Emergency Plan, Welcome Packs b) Centenary Commemoration for Parish c) Increase Public Attendance/involvement at parish council meetings	Clerk ? Clerk Clerk	<b>Agenda item 6e</b> Emailed Contractor Complete <b>Agenda item 6f</b>

Items shaded are longer-term actions or are complete (but need recording in following meeting)