

OTTERHAMPTON PARISH COUNCIL
DRAFT MINUTES OF THE PARISH COUNCIL MEETING

held on

THURSDAY 30 AUGUST 2018, 7pm, at OTTERHAMPTON VILLAGE HALL

To be approved at the following meeting

PUBLIC SESSION:

Ward Councillors

1. Julie Pay advised that August had been a quiet month, but she has been working on Licensing Policy.
2. Mike Caswell gave an outline of the financial difficulties that Somerset County Council are experiencing and also advised that the SDC Local Plan is now out for consultation until 10.10.18.

The ward councillors left at 7.35pm

3. A member of the public raised concerns about overhanging foliage and brambles at Walford House which is forcing pedestrians and vehicles into the road. The parish council will contact the householder to request the foliage is cut back. **Action: Clerk**

PRESENT:

Dave Cather (Chairman), Julie Evans (Vice-Chair), Dick Best, Bob Birkenhead, Murray Lister, Rachel Perrett, Aly Prowse (Clerk), 4 members of the public.

45/18 APOLOGIES FOR ABSENCE:

Apologies were received from Barry Leathwood.

46/18 MINUTES OF THE MEETING HELD ON 5.7.18:

The minutes of the meeting held on 5.7.18 were APPROVED and signed by the Chairman.

47/18 DECLARATIONS OF INTEREST AND DISPENSATIONS:

There were no declarations of interest or dispensations applied for other than those declared to SDC as part of Member's Interests disclosed at the time of taking Office. This information can be viewed on the SDC website.

48/18 PLANNING MATTERS:

1. **39/18/00004** – Installation of 5 replacement windows, Crossways Farmhouse. GRANTED.
2. **39/18/00005** – Erection of detached building to provide living accommodation and garage; demolition of existing garage, Greenacre, Bolham Bridge. GRANTED
3. **39/18/00002** – Single storey extension to east, first floor rear extension and conversion of loft to living accommodation, 11 Estuary Park, Combwich. APPEAL against refusal of a householder application. NO FURTHER COMMENT.
4. SDC requested feedback on e-consultation planning applications. We are unable to comment as we have had not received any applications since the new system has been in place. **Action: Clerk**

49/18 FINANCIAL MATTERS:

1. **Bank Balances** - Current A/C £1212.67; Deposit A/C £11336.33; Reserve A/C £12401.46
2. **The following payments were AGREED:**
Mrs A Prowse - £481.91 (July salary inc. £25.66 misc. office costs)
Mrs A Prowse - £484.83 (August salary inc. £25.58 misc. office costs)
Mrs A Prowse - £50.40 (Replacement polycarbonate for Steart notice board)
SDC - £540.00 (Annual grounds maintenance contract inc. the play area Apr-May 2018)
Playsafe Limited - £113.40 (Annual external inspection of the play area)
Sedgemoor Tree Services - £480.00 (Urgent tree works to pollard G5 willow on Wharf Rd and other works)
Open Spaces Society - £45.00 (Renewal of annual subscription)
3. **Income**
£2241.02 VAT refund for the period 1.4.17-31.3.18.

50/18 ITEMS FROM THE LAST MEETING:

1. **Review of the Action List (for actions not covered by the agenda):**
No 2 – Emergency Plan. This is in draft form and will be an agenda item for October. **Action: Clerk.**
No 3 – Welcome Packs. Work on these has started and the aim is for a draft in October. **Action: Clerk.**
No 5a – Tree works in Wharf Rd. Invoice now received. **Action: Complete.**
No 5b – Memorial tree for the late Mr Nurton. **Action: Ongoing.**
No 7 - Otter Tales cost. The bi-monthly cost of £220 has been confirmed. **Action: Complete.**

No 10 – Clarify ownership of ground opposite Nursery Cl. SDC has confirmed this is SCC land. **Action: Complete.**

No 14 – Health Centre prescription service Wednesday afternoons. This will continue for the foreseeable future. **Action Complete.**

No 15 – Picnic benches on the green consultation. Residents have been advised that the parish council did not approve the request for benches. **Action: Complete.**

No 16 – Village gardener to trim around the verge marker posts near the play area. **Action: Complete.**

No 17 – Upload GDPR Privacy notices and parish council procedures to website. **Action: Complete.**

No 18 – Submit nomination of Tina & Mike Gardener for SCC Chairman's Award. **Action: Complete.**

No 19 - New notice boards for parish. The principle of funding them from the Hinkley C Community Fund has been agreed. Need to check if Otterhampton wish to have one in its village. **Action: Ongoing.**

No 20 – 1) write to WWT re dog bags in toilets/sanitary bins. **Awaiting response.**

2) obtain quote for vegetation removal on Wharf Rd. **Awaiting response.**

3) send parish council powers to councillors. **Action: Complete.**

2. **Dame Withycombe Hill (DWH)**

The Expression of Interest application to widen the layby at DWH has been formally approved. £5000 will be funded from the Hinkley C Community Fund and the remaining £1634 from Somerset County Council. Highways has been advised that funding is in place so we await the programme for the work to be done.

3. **Remembrance Day WW1 Centenary Commemorative Action**

Members particularly wished to commemorate the WW1 Centenary this year. The 'Tommy Silhouettes' as advertised nationally were dismissed due to cost (£750) and no suitable location. One suggestion was to purchase a flagpole (and to fly a Help The Heroes flag) which could then be used for other occasions, and another, to attach a large wooden poppy (which R.Prowse offered to make) to the welcome feature at the entrance to the village with a list of names (if appropriate) to commemorate. Both ideas were AGREED as proposed by B.Birkenhead and seconded by R.Perrett. A suitable location will be required for the flagpole; the suggestion was on land opposite the Post Office. The surrounding residents will be consulted and an article placed in Otter Tales. **Action: Clerk**

4. **Mobile Library – School Stop**

The Library Manager advised that the Mobile Library Service will revisit the school stop if the turning circle is kept from obstruction with effect from 13 September. We need to contact the school to obtain reassurance that this will happen. B.Birkenhead said he will attempt to see the School Head by 6 September so that we can confirm one way or another with the Library Service.

Action: B.Birkenhead/Clerk

5. **Comwich Buoy**

M.Lister said he has a friend who has volunteered to repaint the buoy. Special marine paint will need to be purchased. **Action: Clerk**

51/18 **ENHANCEMENTS:**

1. **Verge Marker Posts near Play Area**

a) There is now a large gap on the verge as three of the marker posts are missing, thus allowing cars and vans to park. The dilemma is whether to replace the missing 3 with like for like posts; replace the whole lot with more substantial posts or wait until a decision has been made regarding the provision of formal tarmac and kerbed parking spaces. It was AGREED to talk to a contractor in the village re the possibility of obtaining some temporary posts to fill the gaps. The longer-term formal parking suggestion will form part of the Community Plan consultation for a decision by 31.3.19. This will be an agenda item for January 2019. **Action: Clerk.**

b) A small sub group to discuss car parking, including D.Cather, M.Lister, R.Perrett and the Clerk, will have an informal discussion or email communication before the next meeting.

2. **Dog Fouling**

a) The Clerk wrote to WWT concerning the dog bags issue. We are awaiting a response.

b) Complaints have been received about the dog bins on the diverted footpath along the Haul Rd. The bins which are not fit for purpose have been overflowing for a couple of months; bags are all over the path and the smell coming from them is disgusting. The Clerk has already contacted EDF because responsibility for the footpath transferred to EDF following completion of the Wessex Water work. EDF has advised that they are trying to resolve, but this needs to be treated with some urgency. This will be relayed to EDF. **Action: Clerk.** If the bags are not cleared away within the next few days, R.Perrett and her husband offered to clear the bags away.

3. **Annual External Inspection for the Play Area**

The inspection did not reveal any serious issues. The outdoor gym instructional sign is missing a bolt which B.Birkenhead volunteered to fix. **Action: B.Birkenhead.** We also need to keep an eye on any shrinkage of

the safety surfacing which may occur, as cracks have appeared in several areas of the common as a result of the very hot and dry summer.

4. **Stearst Borehole**

D.Best outlined the proposed project at Steart to provide water on the Peninsula via a borehole. This aims to restore the ditch network, the wetland habitat and its associated wildlife and wet fencing for cattle. A small focus group from the Steart Forum has processed an application for grant funding. The parish council AGREED to permit the application to be submitted under its umbrella re governance and use of the bank account to process the grant.

52/18 **MEETING REPORTS:**

2.8.18 – Transport Forum (J.Evans)

The notes from this meeting had been previously circulated. Key points included:

- The 50mph on the Hinkley Point road should be installed soon.
- The Operation HAROLD (Hinkley Alternative Routes Operating Local Diversions) procedure will be tweaked following the fatality near Combwich.
- The Hinkley C jetty is due to be operational by the end of quarter 2 (June) 2019.
- The Bath Rd campus should be open by the end of 2018.
- Bristol Rd/Wylds Rd roadworks may be delayed until 2023 (originally planned during March 2019 as part of the 'golden triangle' works).
- Major works at Quantock Rd Roundabout are due to start October 2018 and expected to last 6 months. In parallel there will be some resurfacing of the A39 and minor changes to some local speed limits.

As part of improvements to the Operation HAROLD process, the Police will introduce text alerts to warn of impending road closures. It was AGREED the Clerk and M.Lister will be the contacts for the parish council, who will then cascade the information to councillors and the community via social media outlets.

8.8.18 – Village Hall (Clerk)

The notes from this meeting had been previously circulated. Key points included:

- In relation to the Village Hall refurbishment, a visual structural survey has been received.
- There was a 30% response rate from the community regarding the survey. Results are currently being analysed.
- A new treasurer is required.
- The Fun Day realised a profit of £474 shared equally between the Village Hall and the Fun Day account to stage the event next year.

16.8.18 – Community Forum (D.Best)

- It was reported that Hinkley C is 'all on track'.
- Combwich Wharf is planned to start early next year.

53/18 **FORTHCOMING MEETING NOTIFICATION:**

3.9.18 – Sub Group of OPPT (Community Plan)

12.9.18 – Steart Forum

12.9.18 – Village Hall

9.10.18 – Joint Parish Cluster Meeting

26.10.18 – SSG

1.11.18 – Transport Forum

15.11.18 – Community Forum

TBA - Hinkley Point C Site Visit. M.Lister volunteered to organise a site visit for councillors. **Action: M.Lister**

54/18 **CORRESPONDENCE/COMMUNICATION:**

1. General List

- a) Copy of a letter from a resident re Combwich Ponds work on 4th & 5th August causing noise and dust disruption. A letter will be written to the Bridgwater Angling Association advising of the complaint and to request that in future and as a matter of courtesy, surrounding residents are advised in advance of works of this nature. Other issues within the resident's letter appear to be more of a civil matter which is not within the remit of the parish council. **Action: Clerk.**
- b) Sedgemoor District Council Local Plan Consultation. This will run from 28.8.18 – 10.10.18. It is expected that all councillors will read the relevant sections of the Plan by our next meeting on 4.10.18 as this will be an agenda item.
- c) Avon and Somerset Police survey on its new Community Policing proposals being introducing during October (mainly that a greater police presence will be seen in the community). **Action: Clerk**
- d) Historic Fingerposts – Grant funding available via CPRE and the HPC Community Fund to parish councils within a 10-mile radius of Hinkley C who wish to work on their fingerposts; priority will be given

to those along the Hinkley Point road. A maximum grant has been set per fingerpost, per parish (amount not disclosed). The fund will be available for the next 2 years.

- e) SCC Public Transport Survey – **Action: J.Evans**
 - f) SDC Licensing Policy Consultation – no comments.
 - g) Love Musgrove MRI Scanner campaign letter.
 - h) Highways – Temporary road closure at Steart Drove for 3 days commencing 1.10.18.
 - i) HPC Community Fund – Drop in days 27.9.18 (Burnham-On-Sea) and 25.10.18 (Cannington Village Hall 10am-4pm).
 - j) CAB – Thanking the parish council for its £100 donation.
- 2. Comwich Motor Boat and Sailing Club – Expression of Interest (EOI) for Wooden Gig.**
A further EOI has been received from The Boat Club for a new wooden Cornish Gig at a cost of approximately £24k. Currently a wooden gig has been leased for a year; both this one and the training gig are being used extensively as the popularity increases. The EOI application will be reviewed by the Otterhampton Parish Project Team (OPPT) at its meeting on 3.8.18, which if approved, will be presented to the parish council for support on 4.10.18.

55/18 REPORTS OF REPRESENTATIVES:

1. Steart Ward & Defibrillators (D.Best)

- a) Dick recently attended a meeting convened annually, at WWT Steart Marshes to discuss research carried out on the reserve. As it is developing, the value of the reserve is clear following the monitoring of the topography and bio diversity, in terms of the managed realignment. There is a lot of land around the coast that may be vulnerable, such that this scheme may act as a model for other managed realignment projects.
- b) The Somerset Wildlife Trust aims to work with parish councils (that has coast within its parish) on its “brilliant coast” project.
- c) The new WWT dog walking leaflets and signage will be available soon. This will detail a greater expanse of areas where off lead dog walking will be permitted. Dogs will be requested to be kept on leads near wildlife sensitive areas which will be clearly marked.

2. OPRA

There was nothing to report.

3. Otterhampton Parish Project Team (OPPT)

The next meeting will be on 3.9.18.

4. School Liaison (R.Perrett)

R.Perrett will arrange the next meeting when the children have settled back into school after the summer break.

5. Public Rights of Way (PROW) (B.Birkenhead)

B.Birkenhead has reported an issue to SCC where there is no footpath access in a field of maize behind the Dame Withycombe Cottages (farmers are allowed to grow crops over a footpath as long as margins are provided around the outside of a field to enable walking passage).

6. Otter Tales

The closing date for articles is 3.9.18.

7. Otter Wheels

There was nothing to report.

56/18 DATE AND TIME OF THE NEXT MEETING:

The date and time of the next meeting will be on Thursday 4 October, 7.00pm at Otterhampton Village Hall.

The meeting ended at 9.07 pm.

Signed:

(Chairman)

Date: