

OTTERHAMPTON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING

held on

THURSDAY 1 NOVEMBER 2018, 7pm, at OTTERHAMPTON VILLAGE HALL

PUBLIC SESSION:

2 members raised concerns regarding the Anchor Inn planning application. This was dealt with in detail (minute 73/18/3 below).

PRESENT:

Dave Cather (Chairman), Dick Best, Bob Birkenhead, Barry Leathwood, Murray Lister, Rachel Perrett, Aly Prowse (Clerk) and 6 members of the public.

70/18 APOLOGIES FOR ABSENCE:

Apologies were received from Julie Evans (attending the Transport Form) and Dist. Cllr. Julie Pay.

71/18 MINUTES OF THE MEETING HELD ON 4.10.18:

The minutes of the meeting held on 4.10.18 were APPROVED and signed by the Chairman.

72/18 DECLARATIONS OF INTEREST AND DISPENSATIONS:

B.Leathwood declared an interest in agenda item 10c (minute 79/18/3 below). There were no other 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.

73/18 PLANNING MATTERS:

1. **39/18/00006** – Installation of 104 solar panels at Brufords, Steart. GRANTED
2. **39/18/00007** – Installation of 104 solar panels at Collards, Steart. GRANTED
3. **39/18/00008** – Variation of Condition 6 (39/16/000003) to allow opening windows at the Anchor Inn on to Ship Lane. Condition 6 was imposed "in the interests of the privacy of the adjoining properties and future occupiers". Councillors carried out a site visit and observed that some of the windows in question (ground level bathrooms) were open. It was noted that a complaint from a resident to the SDC Enforcement Officer, had not resulted in any action on this breach of Condition 6. The parish council AGREED unanimously to object to this application, but will suggest in the interests of health and safety that the windows could be opened in the event of an emergency only, and that appropriate blinds may be an acceptable compromise. **Action: Clerk**
4. **39/18/00009** – External alterations to Otterhampton Village Hall. Councillors unanimously AGREED to support this application with the exception of the 'ocean blue' cladding, as it is not in keeping with the surrounding area. **Action: Clerk**
5. **SDC Planning Training** – This training is available on 22nd and 27th November. The Clerk will attend on the 27th. R.Perrett and D.Cather to advise if they can make either date. **Action: Clerk**

74/18 FINANCIAL MATTERS:

1. **Bank Balances** - Current A/C £705.54; Deposit A/C £19337.35; Reserve A/C £17402.55.
2. **The following payments were AGREED:**
 - Mrs A Prowse - £477.41 (Oct salary inc. £21.16 misc. office costs)
 - Mrs A Prowse - £315.59 (Flagpole including delivery and VAT)
 - Mr D Best - £115.60 (Defibrillator pads)
 - GeoXphere Ltd - £36.00 (Renewal of annual subscription to Parish-On-Line mapping system)
 - SDC - £726.00 (Annual Grounds Maintenance contract Jun-Sep 2018)
 - SCC - £5000.00 (Dame Withycombe Hill layby widening scheme, payable in advance)
3. **Half Yearly Accounts to 30.9.18**

The half yearly accounts were unanimously AGREED by councillors and signed by the Chairman.
4. **Precept Meeting Date**

This will be on Thursday 29.11.18, 7pm, at the Village Hall. **Action: Clerk.**

75/18 ITEMS FROM THE LAST MEETING:

1. **Review of the Action List (for actions not covered by the agenda):**
 - No 1 – Collapsing wall at Ship Lane. This will be removed from the list until such time that it may require attention. **Action: Clerk**
 - No 4 – Welcome Packs. The Clerk has not been able to progress these any further but will endeavour to do so by the next parish council meeting. **Action ongoing: Clerk.**

No 5 – Hinkley C site visit – M.Lister waiting for feedback on type of visit (and access) we might be allowed to undertake. **Action Ongoing: M.Lister**

No 6 – Dame Withycombe Hill works – Invoice for £5k paid. Highways will be meeting the contractor shortly to schedule the work into its programme. It is anticipated this work will be completed by 31.3.19.

No 11 – New sign design at entrance to Combwich track. **Action ongoing: M.Lister**

No 12 – Combwich Ponds – Dependent upon SCC to review our case. **Action: B.Birkenhead to follow up**

No 15 – Check for solid base on parking area opposite the village hall. **Action ongoing: M.Lister**

No 16 – Request SALC deliver Essential Councillor training in the parish. SALC is arranging courses itself re the 2019 election up to June 2019. If we cannot attend any of these planned events, we should go back to SALC who will try and accommodate us at a later date.

No 20 – New notice boards. Otterhampton residents decided that a notice board for Otterhampton is not a requirement. Therefore, we will go ahead to procure 2 new ones for Combwich. An Expression of Interest (Hinkley C Community Fund) will be prepared. **Action: Clerk**

2. Remembrance Day WW1 Centenary Commemorative

a) The flagpole was erected opposite the Post Office with a 'lest we forget' flag on 1.11.18. A large poppy was made and affixed to the welcome feature at the entrance to the village. Our thanks to Caron & Gordon Coldwell who helped with the design, Robin Prowse who made the poppy and who along with Simon Darch, erected the flagpole. Many thanks also to Mike Ingram who laid the concrete for the flagpole base free of charge.

b) It was suggested that we ask residents if they would like to suggest different flags to be flown. Councillors will then agree or not to the suggestion at parish council meetings. This initiative will be mentioned in the next Otter Tales. **Action: Clerk**

3. Community Plan

It was AGREED that the draft Community Plan dated 24.10.18 is complete as far as the sub group could take it, without reference and consultation with the community.

4. Emergency Plan

The draft Emergency Plan dated 25.10.18 previously circulated to councillors, was APPROVED. This will be circulated with the Community Plan when it is finalised.

5. Re-paint Combwich Buoy

M.Lister said this is in hand and work should start shortly.

6. SDC – Affordable Housing Need Survey

R.Perrett gave a report of the Campaign For Rural England seminar she and J.Evans attended. This was mostly concerned with a scheme for 'rural exemption sites' that become Wessex Community Assets purchased through a Trust, which would ensure dwellings remain 'affordable'.

In addition, Nick Draper (SDC) has offered to talk to the parish council to explain the Affordable Housing Need survey process which could be carried out on our behalf by SDC free of charge. It was AGREED we should invite Mr Draper to either the January or February parish council meeting. **Action: Clerk**

7. Approve Standing Order Amendments

The minor amendments to the Standing Orders were unanimously APPROVED. **Action: Clerk**

76/18 COMMUNITY PLAN & VILLAGE HALL REFURBISHMENT OPEN DAY:

1. The Community Plan and Village Hall Refurbishment consultations will be held jointly on Saturday 8 December, 10.00am – 3.00pm at the Village Hall. The Combwich Market will also be held on the same day so hopefully it will be well attended.
2. Once comments have been collated and agreed, they will then be incorporated into the Community Plan to produce the final version. It was AGREED that an additional four pages in the next Otter Tales could be used to promote the event. This will cost an additional £85 (from £230 to £315).

77/18 MEETING REPORTS:

9.10.18 - Joint Parish Cluster Meeting

Unfortunately, no-one was able to attend.

10.10.18 – Village Hall Meeting

The Clerk attended this meeting. It was not quorate so no decisions were made. However, progress was reported on the Village Hall refurbishment, the forthcoming lantern parade and the revised hire agreements that are being sent out to all users. Minutes from the meeting have been circulated to councillors. The Clerk suggested we should try to attend all future meetings if possible, to offer support and assistance to the Village Hall committee as they embark on this huge refurbishment project.

11.10.18 – SCC Chairman's Award Event

The Clerk accompanied our nominees Tina and Mike Gardener to the event. This was attended by some 200 people and it was an enjoyable and humbling event. Many volunteers carry out worthwhile and valuable deeds

for their respective communities. A letter was received from Tina and Mike thanking the parish council for the nomination and adding how much they enjoyed the event.

11.10.18 – Tree Maintenance and Open Spaces Sub Group

1. D.Best reported on the meeting held on 11.10.18 which reviewed the possibilities for tree planting around the village, mainly at the entrance to the village, by the defibrillator and at the Brownie copse. The proposals, including costings, will be put together in a report for parish council approval.

2. The Brownie copse has a lot of potential and may be suitable for Local Nature Reserve status. It would be desirable for a group of volunteers to lead such a project with possible help and input from the Brownies and the School. The Greater Quantock Local Development Fund (QLDF) is still available for funding applications. The overgrown footpath can remain even though it is no longer used.

24.10.18 – OPPT

The two EOI funding applications will go before the awarding panel on 1.11.18. Much of the meeting focused on finalising the draft Community Plan. The next meeting will be mid to late November.

26.10.18 – SSG

R.Perrett attended her first meeting as our representative. B.Birkenhead also attended as a member of the public. Rachel found it very interesting, although quite technical. Formal minutes will follow but key items included a report on the Hinkley 'A' Intermediate Level Waste storage which will now be using concrete boxes and the Nuclear Decommissioning Authority has grant funding opportunities for higher costing projects. It was suggested we make the Village Hall committee aware of this funding source. **Action: Clerk.**

78/18 FORTHCOMING MEETING NOTIFICATION:

14.11.18 – Village Hall

15.11.18 – Community Forum

20.11.18 – SDC - Sedgemoor South West Parish Cluster

29.11.18 – Parish Council Precept Meeting, 7.00pm at Otterhampton Village Hall

12.12.18 – Steart Forum

79/18 CORRESPONDENCE/COMMUNICATION:

1. SCC – Changes to Highways' winter Services

The main item to affect us is that the provision of gritting salt will no longer be issued free of charge. We can purchase 25kg bags of salt (collection only) at £4.74 each or 1 tonne in a single use dumpy bag (delivered) at a cost of £197.54. We have a supply of 8 bags left in the Brookside Rd garage. We used 6 bags last winter so it was AGREED we would purchase 6 bags to restore the stock level. **Action: Clerk.**

2. Otterhampton Village Hall (Hiring Agreement)

As per minute 77/18 a formalised hire agreement was re-issued. This has been checked, signed and returned by the Clerk.

3. OPRA – Proposed Replacement Pavilion

A letter was received from T.Gardener advising OPRA would like to replace the pavilion on the common as it is beginning to rot. Tina outlined the options for allocation and considerations for its construction. After debate, Councillors AGREED that:

- a) The preference is for the replacement pavilion to remain at its current location (Planning and SSSI considerations)
- b) A wooden structure is preferred. A shipping container would not be permitted
- c) The height could increase by 12"-18" (subject to planning permission)
- d) A slightly bigger building would be permitted as long as the concrete base was not enlarged (permission would need to be sought from Natural England for this) i.e the building to be built out over the concrete base.

A response will be sent to OPRA. **Action: Clerk**

4. General List

- a) SDC – We will be advised when a sack of daffodils is available for collection. Bob and Carol Birkenhead volunteered to again plant some at the entrance to the village.
- b) SCC – The Library review has been completed. Locally, there may be implications for the Nether Stowey Library. The Mobile Library service was not part of this review.
- c) Bridgwater Angling Society – A response and apology to our complaint of noise and disruption for some Estuary Park residents during a weekend in August.

80/18 REPORTS OF REPRESENTATIVES:

1. Steart Ward & Defibrillators (D.Best)

- a. D.Best briefly outlined the proposal for a borehole at Steart. Subject to the results of the feasibility study which will commence shortly, and securing other grant funding (an application will be made to the QLDF) the aim will be to pump water from summer 2019.

2. OPRA (B.Leathwood)

- a) Arrangements for the lantern parade and firework display are well advanced. Marshals are required to assist with the lantern parade which will commence at 5.30pm from the bus shelter. The firework display will start at 6pm. The cost to stage the event is almost £1000.
- b) The Christmas Dinner for senior citizens is on 1.12.18. The invitations will be sent out on 4.11.18.
- c) The Christmas trees are on order.

3. School Liaison (R.Perrett)

R.Perrett will meet with the Head, Claire Luce before the next parish council meeting.

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

- a) B.Birkenhead has requested an update from SCC on progress with the diverted footpath behind Stockland to Otterhampton.
- b) The longstanding issue regrading the footpath behind a property at Estuary Park to Bolham has resulted in the houseowner being told she is obliged to maintain the footpath as it is on her land.

5. Otter Tales

The deadline for articles for the next edition will be 4.11.18.

6. Otter Wheels

The service continues to grow and is quite busy having now completed over 400 journeys. More drivers would be welcomed. Passengers have said they would now be lost without the service.

81/18 DATE AND TIME OF THE NEXT MEETING:

The date and time of the next meeting will be on Thursday 6 December 2018, 7.00pm at Otterhampton Village Hall.

The meeting ended at 8.55pm.

Signed:
(Chairman)



Date: 6.12.18