

OTTERHAMPTON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING

held on

THURSDAY 7 MARCH 2019, 7.00pm, at OTTERHAMPTON VILLAGE HALL

PUBLIC SESSION:

- A query regarding Otterhampton Cemetery including what the process is to request to be buried there. This is the responsibility of the vicar Rev'd Alison Waters.
- The safety concerns due to the state of the diverted footpath beyond the Combwich Wharf/Haul Rd have been highlighted to EDF with a request to get it sorted as a matter of urgency (see also minute 134/4b).
- We were asked if the recent works to remove the rendering and/or paint of Crossways House needed or obtained planning consent because of its listed building status. This will be checked. **Action: Clerk**

Ward Reports

Cllr Pay

- The Precept for 2019/20 was approved at the Full Council meeting together with the SDC Local Plan 2011-2032.
- The Quantock Cluster meeting on 13.2.19 was very good. The next one will coincide with the visit of Police Commissioner Sue Mountstevens who was requested to attend the Over Stowey parish council meeting to discuss the recent 'rave' and other local issues. The date is to be confirmed but is likely to be during June.

PRESENT:

Julie Evans (Acting Chairman) Dick Best, Bob Birkenhead, Barry Leathwood, Murray Lister, Ward Cllr Julie Pay (until 7.15pm) Aly Prowse (Clerk from 7.25pm) and 5 members of the public.

122/18 APOLOGIES FOR ABSENCE:

Apologies were received from Rachel Perrett and Ward Cllr Mike Caswell.

123/18 MINUTES OF THE MEETING HELD ON 7.2.19:

The minutes of the meeting held on 7.2.19 were APPROVED and signed by the Chairman.

124/18 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.

125/18 PLANNING MATTERS:

1. **39/18/00010** – Erection of 3 dwellings, garages and formation of access, land at 9 Church Hill. SDC has written to the Agent asking for clarification of the drawings and/or for them to be amended as they do not align with the application. AWAITING DECISION.
2. **39/18/00011** – Alterations including removal of mono pitched roof and replace with flat fibreglass roof, formation of a Juliet Balcony on east elevation and insert three roof lights to west elevation at 66 Estuary Park. PERMISSION GRANTED.
3. **39/19/00001** – Demolition of porch, part garage, single storey extension, first floor rear extension, 11 Estuary Park, Combwich (revision of 39/18/00002). AWAITING DECISION.
4. **39/19/00002** - Variation of condition 2 (approved plans) 3 (external materials) and 6 (windows) of planning permission 39/16/00003 to amend approved plans and wording to allow for opening windows on Ship Lane Combwich at the Anchor Inn. Councillors AGREED that our previous position (objection) to allow opening windows would stand. AWAITING DECISION.
5. **39/19/00003** – Outline application with all matters reserved, for the erection of a 3 bedroomed dwelling, 21 Riverside, Combwich. AWAITING DECISION.
6. **39/19/00004** – Tree Preservation Order for works to trees at Hill House Christian Centre. SUPPORTED.

126/18 FINANCIAL MATTERS:

1. **Bank Balances** - Current A/C £1685.38; Deposit A/C £11340.23; Reserve A/C £21704.83. It was noted that the Reserve A/C includes a £6800 external grant received for the Steart Borehole project.
2. **The following payments were AGREED:**
SDC - £180.00 (Grounds maintenance work during October).
Mrs A Prowse - £482.97 (Feb salary inc. £26.72 misc. office costs).
3. **Income**
£20.00 (sale of 4 Millennium books); £3.90 (Wayleave payment).

4. Financial Regulations & Audit

The Clerk issued the list of questions we were given from the external auditor following the completion of the play area which saw us spend £100k spanning two financial years. These questions were mainly how we managed the expenditure against our financial regulations and standing orders. We also had to supply copies of minutes to demonstrate that all aspects of this project were discussed and approved including the tendering process and invoice payments. In addition, we were asked under which Parish Council Power the project was authorised. We were able to satisfy the audit. Under the Local Government Transparency Code 2015, as a small authority with a precept of not exceeding £25k, we should qualify for a 'simple audit'. However, since 2016 we have always exceeded our precept (this has been deliberate, mainly because of the various grants we have received) and have been selected for 'intermediary' audits, which calls for greater scrutiny. The Clerk will resend a copy of Parish Council Powers to councillors. **Action: Clerk**

127/18 ITEMS FROM THE LAST MEETING:

1. Review of the Action List (for actions not covered by the agenda):

No 3 – Community Plan. The next meeting has been arranged for 26.3.19.

No 9 – Meeting with K.Tyson (Highways) has been arranged for 18.3.19 at 10.00am..

No 11 – Broken Finger Posts – The Clerk phoned EDF on 6.2.19 and followed this up with an email on 20.2.19. This will be chased again. **Action: Clerk**

No 16 – The play area quality audit and open spaces survey has been submitted to SDC.

2. Chair & Vice Chair until 9.5.19

J.Evans was unanimously elected as Chair and D.Best as Vice-chair until the May parish council elections.

3. Somerset's Brilliant Coast Project (Parish Shores)

D.Best met with M.Ward and agreed that we would support the parish shores element of the project. A meeting was arranged for Sunday 28 April, 2 - 4.30pm at the Village Hall. It is hoped the informal gathering of a cross section of the community and other external interested bodies will produce ideas for one/some conservation projects.

4. SDC Housing Needs Survey

Following on from the presentation at the last meeting, it was agreed to request SDC carry out a new survey of the parish. The last survey was carried out in 2011. **Action: Clerk**

5. Bus shelter street light quotation

The quotation from the SCC Highways lighting team to erect a light at the bus shelter was £3275.54. The quote is valid until 31.3.19 The Clerk spoke to V.Bishop to ask if the project would be eligible for Hinkley C Community Funding and was advised it would be, subject of course to the Panel's approval. It was AGREED to accept the quote and to submit an Expression of Interest (EOI) for Hinkley C Community funding as proposed by B.Leathwood and seconded by J.Evans. **Action: Clerk.** The fall-back position for funding if the EOI does not get approved would be the parish precept.

128/18 2nd MAY 2019 LOCAL ELECTIONS:

1. Publicise forthcoming elections

An article will be placed in the forthcoming Otter Tales. As publicity material is received, it will be placed on notice boards and on the Combwich website (further information will be sent following the SDC Chairman's and Clerk's training on 7.3.19).

2. May Parish Council meeting date

The Annual Assembly and normal monthly meeting has been re-scheduled for 9.5.18 (to accommodate the District and Parish elections on 2.5.19). It will be held in the Social Club as the Hall is unavailable.

129/18 ENHANCEMENTS:

1. Suggestions for flags

It was AGREED to purchase a St Patrick's flag to commemorate St Patrick's day on 17.3.19. **Action: Clerk**
The flag of St George will be flown on St George's Day 23.4.19. In between times the Somerset Flag will be flown.

2. Tree Strategy Group

The group will try and arrange a walk around the village this coming weekend to ensure all areas are covered for inclusion within the contract specification. It is hoped the specification can be presented at the April meeting. It is likely this project could be eligible for Hinkley C Community Funding if required.

3. Tree Maintenance Survey quotation

The action to review the quotation against the priority and budget is ongoing and hoped to be summarised by the April meeting. **Action: Clerk**

4. Notice boards for Combwich

The Hinkley C Community fund for this project has been received at our bank. The notice boards should be ready for delivery on or before 22.3.19. They will be erected when the ground is reasonably dry as the legs will need to be concreted into the ground.

5. **Combwich Buoy**

M.Lister has spoken to his friend and thanked him for his efforts painting the buoy. Some further works will need to be carried out as per the recommendations of the paint specialist, but not until there is a period of frost free and dry weather.

130/18 **HIGHWAYS:**

Bolham layby

Following our letter to the various agencies involved, a SCC Service Manager has been tasked to follow up our concerns. Mr Higton has arranged to speak with Highways this coming week about options in terms of remedy or repair to the layby. EDF has said it is making it very clear to all delivery drivers (including speaking with Hanson direct) that parking is not allowed in the laybys as the Freight Management Facilities should be used. In addition, HGVs in the layby can be reported to the EDF enquiries line on 0800 096 9650 (24-hour free phone).

131/18 **MEETING REPORTS:**

13.2.19 – Village Hall Meeting. B.Leathwood advised the committee that the amount payable for the maintenance grant from the parish council (5% of the precept) and payable from 1 April, is £1300. A further £200 will be paid in respect of meeting hire for the year.

13.2.19 – Cluster Meeting. The notes of this meeting were previously circulated (see also Cllr Pay's report above).

132/18 **FORTHCOMING MEETING NOTIFICATION:**

8.3.19 – SSG

13.3.19 – Village Hall

133/18 **CORRESPONDENCE/COMMUNICATION:**

1. **General List**

- a) Copy of an email from P.Gripton to R.Miller (SDC) concerning EDF requirement discharges particularly concerning relaxation of protections re Combwich DCO requirements related to Combwich Wharf. It requests SDC to intensely scrutinise any such applications particularly if related to dates and deadlines.
- b) SCC Chairman's Award. Nominations are required by 7.5.19. The presentation date is on 4.7.19. This will be an agenda item for the April meeting. There was a suggestion for a nominee but as he lives outside of the parish we would need to find out if he would be eligible. **Action: Clerk**
- c) The Community Council of Somerset is planning to restructure its membership so for 2019/20 only, we will not be charged the annual subscription of £45.
- d) SDC – The Local Plan 2011-2032 was adopted by the Full Council.
- e) SCC Highways – Road closure notification from 18.3.19 for 5 days between Brookside Rd/Riverside so that Wessex water can carry out repair work.
- f) SCC Highways – Explaining the reasons why the Dame Withycombe layby was not made wider. We wrote to Dame Withycombe Hill residents explaining the reasons in full.
- g) Love Musgrove MRI Scanner Appeal – Advising the £1m appeal to purchase a new scanner was met.
- h) SALC – Clerk's training/briefing will be held on 12.4.19 at Edgar Hall, Somerton 10am-1pm. The Clerk will attend if available.

2. **BT Green box at Biffens Corner**

A resident's letter was included with the Stockland Gatepost advising she had been told by a BT Engineer that BT would no longer be repairing line faults at the BT box at Biffen's Corner as it was too dangerous because of the Hinkley HGV's. If this is substantiated, it could affect residents in Otterhampton, Steart and Stockland which could have serious consequences. It was AGREED we should contact BT for formal confirmation of this before pursuing through the various authorities. **Action: Clerk**

134/18 **REPORTS OF REPRESENTATIVES:**

1. **Steart Ward & Defibrillators (D.Best)**

- a) Steart borehole – the next step will be for a contractor to make a trial hole to see if water is present.
- b) The registration of the camper van that has been parking overnight at Steart has been reported to EDF to determine if the vehicle belongs to a Hinkley C employee.
- c) More 'whips' (very small trees) have been delivered to replace those lost last year in the hot weather at Steart Backrap.

2. **OPRA (B.Leathwood)**

- a) Following the interest generated for the local history project, a meeting has been arranged for 11.3.19.
- b) Easter activities – Easter Egg hunt on Good Friday (19.4.19) and a quiz at the Anchor inn on Easter Sunday (21.4.19).

3. School Liaison (R.Perrett)

B.Leathwood reported on the meeting he attended at the School with R.Perrett and the school children who had written to the parish council regarding various highways concerns. The meeting was very useful and interesting, culminating in an article for the forthcoming Otter Tales including the request for residents to comment on the proposal of a voluntary one-way system around the village. Barry mentioned the fixed penalty warning notices that had been placed on the vehicles parked on the pavement in Nursery Close a couple of days ago. It had the desired effect as the pavements were clear the next day.

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

- a) Blue plastic piping has been placed over the electric wire across the public footpath behind Dame Withycombe Villas.
- b) Bob is chasing the repair of the diverted footpath behind Combwich Wharf and the Haul Road.
- c) The footpath behind Brookside Garages again has a problem with dog fouling. Bob has drafted an article for Otter Tales which councillors AGREED could be published. He has also arranged for the SDC Dog Warden to visit the location week commencing 11.3.19.

5. Otterhampton Parish Project Team (OPPT)

- a) N.Wigley has prepared an Expression of Interest (EOI) for polo shirts for the choir and asked if the parish council would be prepared to grant some match funding. The EOI (including VAT) totals £344.70. It was unanimously AGREED to grant £50 as proposed by J.Evans and seconded by B.Leathwood. The parish council will need to manage the application as the choir does not have its own bank account.
- b) The next meeting of OPPT and the Community Plan sub group will be held on 26.3.19. It will consider the Choir's application, the bus shelter light and also the Harbour View Club's EOI for a dishwasher. It is hoped the Community Plan and Welcome Information sheet will be finalised at the meeting to then obtain support from the parish council at the meeting on 4.4.19. It will then be printed for distribution to the community during April/May (possibly with May Otter Tales).

6. Otter Tales (B.Leathwood)

J.Evans has produced an article regarding C182 speed monitoring which was AGREED could be published. The Otter Tales will be submitted for printing on 11.3.19.

7. Otter Wheels (B.Leathwood)

Y.Bulman submitted a report and will continue to provide updates in the future. Almost 500 journeys have now been completed.

135/18 DATE AND TIME OF THE NEXT MEETING:

The date and time of the next meeting will be on Thursday 4 April 2019, **6.30pm** (to accommodate the EDF drop-in session for Combwich Wharf) at Otterhampton Village Hall.

The meeting ended at 9.10pm.

Signed: J.Evans

(Chair)

Date: 4 April 2019