

OTTERHAMPTON PARISH COUNCIL
DRAFT MINUTES OF THE PARISH COUNCIL MEETING

held on

THURSDAY 9 MAY 2019, 7.45pm, at OTTERHAMPTON VILLAGE HALL

To be approved at the following meeting

PUBLIC SESSION:

- Replacement OPRA Pavilion -T.Gardener said the portacabin OPRA has been looking at as a replacement option, is 6' longer than the existing one and would need an additional set of pillars to stand on. This would need to be approved by Natural England (NE) who will be contacted to see if this presents a problem. **Action: Clerk**
- Boundary wall on Ship Lane – M.Beckley reported that some of the wall had slipped and may be in danger of collapsing. Highways will be contacted in the first instance. **Action: Clerk**

Ward Reports

Cllr Pay advised that following the Election, SDC is in the process of setting up the Council for the next four years. The AGM will be held on 22.5.19.

PRESENT:

Julie Evans (Chair), Bob Birkenhead (Vice-Chair), Marie Beckley, Andy Darch, Tina Gardener, Lindsay Parsons, Rachel Perrett, Aly Prowse (Clerk) Ward Cllr Julie Pay and 4 members of the public.

1/19 APOLOGIES FOR ABSENCE:

There were no apologies for absence.

2/19 MINUTES OF THE MEETING HELD ON 4.4.19:

The minutes of the meeting held on 4.4.19 were APPROVED and signed by the Chair.

3/19 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.

Cllr Pay left the meeting at 7.50pm

4/19 PLANNING MATTERS:

1. **39/18/00010** – Erection of 3 dwellings (plots 1,2 and 3) garages and formation of access, land at 9 Church Hill (AWAITING DECISION).
2. **39/19/00003** – Outline application with all matters reserved, for the erection of a 3 bedroomed dwelling, 21 Riverside, Combwich (REFUSED).
3. **13/19/00012** – Discharge of requirement C1 ecological mitigation and monitoring, Combwich Wharf (FOR NOTIFICATION).
4. **13/19/00017** – Discharge of requirement C14 surface and foul water at Combwich Wharf (FOR NOTIFICATION).
5. **13/19/00023** – Temporary laydown area for abnormal indivisible loads, including construction of hardstanding, fencing, gates, lighting, CCTV cameras, welfare facilities, landscaping and earthworks in relation to Combwich Wharf (AWAITING DECISION).
6. **13/19/00024** – Partial discharge requirement relating to C10 Lighting, Combwich Wharf (FOR NOTIFICATION).
7. **13/19/00025** – Partial discharge requirement relating to C5, Construction Compound, Combwich Wharf (FOR NOTIFICATION).
8. **39/19/00006** – Two storey and single storey elevation, garage to (East) elevation. Formation of canopy roof to front (North) elevation, 49 Brookside Rd, Combwich (SUPPORTED).
9. **39/19/00007** – Levelling of existing driveway and erection of a ramped path and retaining walls to provide additional parking, 1 Ship Lane, Combwich (SUPPORTED).
10. **13/19/00028** – Discharge requirement C25 Tucketts Clyce (FOR NOTIFICATION).
11. **96/19/00008** – Discharge requirement PW10 amendment to Transport Implementation Management Plan (FOR NOTIFICATION).
12. **39/19/00008** – Reinstatement of stone walled tennis court, Old Rectory, Church Lane, Otterhampton (SUPPORTED).

5/19 FINANCIAL MATTERS:

1. **Bank Balances** - Current A/C £1897.99; Deposit A/C £19591.13; Reserve A/C £21706.45.
2. **The following payments were AGREED:**
 - a) Mrs A Prowse - £505.46 (April salary inc. £19.22 misc. office costs)

- b) Mrs A Prowse - £171.26 (Multipack ink, 2 black cartridges, magnets for notice boards, 'quality' printing paper for Welcome Information Sheets, Emergency Plans, Project lists x 400)
 - c) Hill House Christian Centre - £20 (Stear Forum 8.5.19)
 - d) SALC - £219.09 (Affiliation fees 2019/20)
 - e) B. Leathwood £219.70 (Soloprint for printing 400 Community Plans)
 - f) SDC - £668.93 (dog bins Apr-Sep 2019, deducted from precept)
- 3. Income**
£13000.00 (SDC – 50% of precept)
- 4. Annual Accounts to 31.3.19**
The accounts to 31.3.19 (as presented at the Annual Assembly) were APPROVED and will form the basis of the Annual Audit to 31.3.19.
- 5. Annual Insurance Renewal from 1.6.19**
Zurich, our existing insurance company quoted £868.69 per annum for a new 3-year long term agreement and £907.79 for a single year.
A further quote was sought from BHIB Councils Insurance. A 3-year long term agreement was quoted at £841.72 per annum and for a single year, £879.99. BHIB offered the same level of cover but with a saving of £27 per annum. Councillors AGREED to appoint BHIB. **Action: Clerk**
- 6. Bank Mandate**
New signatories were required as only B.Birkenhead and R.Perrett are currently eligible to sign cheques. M.Beckley, A.Darch and T.Gardener volunteered to be added to the bank mandate. This will be actioned once all the cheques with either D.Best or B.Leathwood's signatures have been presented. **Action: Clerk**

6/19 STEAR WARD:

1. A.Darch reported that at the Steart Forum, WWT presented drawings for its proposed new office facilities. A Steart Residents' meeting will be held to canvass views on the proposal and any possible impact.
2. A sub group will be formed to look at traffic, parking, road (including Biffens Corner) and camping issues currently being experienced from the C182 through to the peninsula.
3. Steart borehole – An application for a license to drill for a borehole will be submitted to the Environment Agency shortly. A site has been agreed for the borehole subject to the outcome of exploratory drilling and subsequent water quality testing.

7/19 COUNCILLOR TRAINING COURSES:

1. M.Beckley, A.Darch, T.Gardener, L.Parsons and R.Perrett will attend formal 'councillor essentials' training on 24.6.19.
2. J.Evans and B.Birkenhead will attend 'Being a Successful Chairman' training on 29.7.19.

8/19 ITEMS FROM THE LAST MEETING:

1. **Review of the Action List (for actions not covered by the agenda):**
 - No 1** – Combwich bus shelter light. Funding approved. SCC will be advised and requested to proceed with the works. **Action: Clerk**
 - No 3** - Community Plan and associated documents. These have all been printed and will be issued with May Otter Tales. **Action Complete.**
 - No 5** – Hinkley C Site Visit originally suggested for April/May. This will be pursued. **Action: Clerk**
 - No 8** – SCC Chairman's award – The nomination for Roger Musgrove (our postman) has been submitted. The award ceremony clashes with our July parish council meeting. It was AGREED to ask if D.Best would be able to accompany Roger and read the citation on our behalf. **Action Clerk**
 - No 10** – Willows by the brook. It was AGREED to separate this work from the Tree Maintenance Schedule as the works are urgent on safety grounds. Quotations will be sought to carry out the work. **Action: Clerk**
 - No 12** – Combwich Ponds Appeal. B.Leathwood has received a letter from SCC advising that this case is now being worked on. We have 42 days to submit any extra evidence. B.Leathwood said there is a need to review the paperwork. He will meet with B.Birkenhead initially to discuss the situation, adding that this is a parish council issue and hence, our responsibility.
 - No 15** – PRoW temporary diversion on Combwich Wharf/Haul Road. The state of the footpath has more or less been resolved due to the warmer and drier weather. No further action required at this time.

9/19 ENHANCEMENTS:

1. **Tree Strategy and Open Spaces Sub Group**
A specification for the works is ongoing. J.Evans said that the group's suggestion to create a small local nature reserve (LNR) was also raised at the Somerset's Brilliant Coast Project meeting on 28.4.19. However, this suggestion has received cautionary advice from a parishioner who suggested a LNR may conflict with the Common's Village Green status and Site of Special Scientific Interest (SSSI)

considerations, together with potential and additional parking problems in the village. Legal information and advice for Village Greens will be sent to councillors. **Action: Clerk**

2. Memorial Tree

A location for the memorial tree has been AGREED in principle. This is on the small piece of land beyond the brownie copse. We will consult/check that the occupant of the bungalow is happy with the location.

Action: Clerk

3. Play Area ground settlement issues

Before carrying out further repairs, we will wait until the end of May/June for the ground to dry and so we can ascertain the extent of the repair required. **Action: Clerk**

4. Play Area External Inspection

The external mandatory annual inspection has been arranged for June.

5. Suggestions for flags

The next significant event is on 6 June (75th anniversary of the D-Day landings). It was voted 6-1 to fly the 'Help the Heroes' flag as opposed to the Union Jack. **Action: Clerk**

10/19 MEETING REPORTS:

3.5.19 School Liaison.

1. R.Perrett advised that the School is planning to hold a coffee morning, where it will invite the community, at the end of the summer term.
2. There are 15 pupils starting pre-school in September, which is an improvement.
3. B.Birkenhead raised the issue of vehicles in School Lane at drop-off and pick-up times. Not only the health aspect re pollution from cars morning and afternoon whilst engines are left running, but inconsiderate parking of vehicles for residents and the possibility of access issues for emergency vehicles. T.Gardener suggested that quite a few years ago, this issue was partly mitigated by the introduction of a 'walking bus'. Rachel will again raise this suggestion with the School Head.

8.5.19 Village Hall AGM. The notes of the meeting together with the annual accounts have been circulated.

28.4.19 Somerset's Brilliant Coast Project. The notes have been circulated. Three ideas were raised: -

1. LNR status for the brownie copse (see minute 9/19/1).
2. A 'mud festival' in summer 2020' to celebrate the benefits and importance of mud.
3. Surveys – simple surveys for local people to take part in such as butterfly surveys.

A follow up meeting will be held over the coming weeks or months to be organised by Mark Ward (Somerset Wildlife Trust).

11/19 FORTHCOMING MEETING NOTIFICATION:

9.5.19 – Transport Forum

16.5.19 – Community Forum

17.5.19 – Special SSG

12.6.19 – Village Hall

12/19 CORRESPONDENCE/COMMUNICATION:

General List

- a) Tucketts Clyce rebuild – This work is taking place 600m upstream of Combwich Wharf. The footpath will need to be temporarily diverted whilst the work takes place, a period of approximately 12 weeks. There will be a short presentation to explain the rebuild at the June parish council meeting from the contractor.
- b) Gig club boat naming ceremony – the parish council is invited to the event on 18.5.19 which will name two boats 'Avocet' and the new gig, 'Warlock'. 5 councillors and the Clerk said they will attend.
- c) Damage on the common – it is thought that the damage to the common is caused by badgers foraging for food. There is not a lot that can be done about it, but it is hoped the animals will move on soon.
- d) The Village Hall fun day will be held on 6.7.19, 2pm - 4.30pm. A meeting will be held on 17.5.19 for participants and interested parties.
- e) Village Hall – receipt and a thank you from the village hall for the £1500 annual maintenance grant from the parish council.
- f) Parrett Drainage Board – advising there is a public consultation of the dredging of the River Parrett.
- g) Alistair Higton (SCC Highways) – advised of the proposal to repair the Bolham layby (including ditch works) for future use of light goods vehicles only. This will need formal approval by SCC. A prohibition notice (Traffic Regulation Order) will be issued preventing HGV's using it which will be enforceable by the Police.

13/19 REPORTS OF REPRESENTATIVES:

1. OPRA

Nothing to report.

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

Nothing to report

3. Otterhampton Parish Project Team (OPPT)

At the Somerset Community Foundation Panel on 25.4.19, three grants were approved for the parish; polo shirts for the choir £290; a glass washer for the Harbour View Bar £1271.99 and the Combwich bus shelter light £3275.54.

4. Otter Tales

The deadline for May's Otter Tales is 12.5.19 for delivery week commencing 20.5.19.

5. Otter Wheels

The Scheme desperately needs more drivers and an additional co-ordinator.

14/19 DATE AND TIME OF THE NEXT MEETING:

The date and time of the next meeting will be on Thursday 6 June 2019, 7.00pm at Otterhampton Village Hall.

The meeting ended at 9.10pm.

Signed:

(Chairman)

Date: