

OTTERHAMPTON PARISH COUNCIL
DRAFT MINUTES OF THE PARISH COUNCIL MEETING

held on

THURSDAY 6 JUNE 2019, 7.00pm, at OTTERHAMPTON VILLAGE HALL

To be approved at the following meeting

PRESENTATION – FOOTPATH DIVERSION AT TUCKETTS CLYCE:

Mr Matt Phillips outlined the forthcoming works to rebuild Tucketts Clyce, an outfall structure 600m upstream from Combwich. This will include future proofing against the Bridgwater Tidal Barrier Scheme. The work will take approximately 3 months to complete and during this period the footpath will have a short diversion from the flood bank. Working hours are 7.30am-8pm, Monday-Friday. There is the possibility of some pile driving but this is unlikely to be too disruptive as the nearest house is 700 metres away. Noise monitors will be in situ.

PUBLIC SESSION:

- Ward Councillor Julie Pay's report was previously circulated to councillors.
- The hedge to the boundary of 9 Church Hill is very overgrown and needs cutting back to improve visibility and to stop pedestrians walking too far into the road. **Action: Clerk**

PRESENT:

Julie Evans (Chair), Bob Birkenhead (Vice-Chair), Marie Beckley, Andy Darch, Tina Gardener, Lindsey Parsons, Rachel Perrett, Aly Prowse (Clerk) and 1 member of the public.

15/19 APOLOGIES FOR ABSENCE:

Apologies for absence were received from Ward Cllr Julie Pay.

16/19 MINUTES OF THE MEETING HELD ON 9.5.19:

The minutes of the meeting held on 9.5.19 were APPROVED and signed by the Chair.

17/19 DECLARATIONS OF INTEREST AND DISPENSATIONS:

A.Darch declared a personal interest in minute 18/19/12. 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.

18/19 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. **13/19/00012** – Discharge of req.C1 ecological mitigation and monitoring, Combwich Wharf (APPROVED).
3. **13/19/00017** – Discharge of req. C14 surface and foul water at Combwich Wharf (AWAITING DECISION).
4. **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).
5. **13/19/00024** – Partial discharge req. relating to C10 Lighting, Combwich Wharf (APPROVED).
6. **13/19/00025** – Partial discharge req. relating to C5, Construction Compound, Combwich Wharf (APPROVED).
7. **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 (APPROVED).
8. **39/19/00007** – Levelling of existing driveway and erection of a ramped path and retaining walls to provide additional parking, 1 Ship Lane, Combwich (APPROVED).
9. **13/19/00028** – Discharge requirement C25 Tucketts Clyce (FOR NOTIFICATION).
10. **96/19/00008** – Discharge req. PW10 amendment to Transport Imp. Management Plan (NOTIFICATION).
11. **39/19/00008** – Reinstatement of stone walled tennis court, Old Rectory, Church Lane, Otterhampton (AWAITING DECISION).
12. **47/19/00002/3 and 4** – Erection of 3 separate silage clamps, Manor Farm, Church Lane, Otterhampton. These are Stockland parish applications sent to us as a neighbouring parish. It was agreed that there were no implications to our parish, therefore they are a matter for the Stockland Parish Meeting.

19/19 FINANCIAL MATTERS:

1. **Bank Balances** - Current A/C £5312.48; Deposit A/C £14345.34; Reserve A/C £21713.70.
2. **The following payments were AGREED:**
 - a) Mrs A Prowse - £545.24 (May salary inc. £57.78 misc. office and other costs)

- b) Mrs A Prowse - £24.15 (Gift for Internal Auditor £21; Milk and biscuits for meeting £3.15)
 - c) B.Birkenhead - £9.49 (Basketball net for ring on the common)
 - d) SCC - £3275.54 (Erect new permanent bus shelter light/column, Hinkley C Community Fund Grant)
 - e) B. Leathwood £219.60 (Soloprint for printing May Otter Tales)
 - f) BHIP - £841.72 (Annual insurance; Year 1 of a new three-year agreement)
 - g) M.Ingram - £690 (Erect new notice boards, signs on Combwich track and Combwich track repair)
 - h) Otterhampton Village Hall - £500 (Grant towards Asbestos removal. See minute 26/19/2)
3. **Annual Audit 2018/19 – To approve Section 1 – Annual Governance Statement**
This statement was unanimously AGREED as proposed by R.Perrett and seconded by M.Beckley.
4. **Annual Audit 2018/19 – To approve Section 2 – Accounting Statements for 2018/19**
This statement was unanimously AGREED as proposed by T.Gardener and seconded by L.Parsons.

20/19 **STEART WARD:**

1. The sub group set up to look at traffic, parking, road and camping issues, held its first meeting. The 'Access Only' sign will be pursued again through Highways (it has been on order for 18 months) **Action: Clerk.** Websites advertising free camping at Steart will be requested to take down the information. 'No Parking' signs will be purchased for farm gates, currently an issue for farmers accessing stock. Whilst on this subject, it was mentioned that there are more campervans parking overnight in Combwich, but unless they are illegally parked, fly-parking or causing an obstruction, they are entitled to do so.
2. A quad bike was stolen from a drive recently during the afternoon. A couple residents have CCTV and dash-cam footage of the vehicle, a distinctive white transit van, FN03 ZTZ. A few suspicious vehicles have been seen in the village recently. A.Darch asked whether there was anything that could be done within the Parish Council Powers and Duties under the Crime Prevention function. This is an item that perhaps should be discussed in conjunction with the Police.
3. A Steart Resident's meeting will be arranged to discuss WWT's plans for the new proposed offices.

21/19 **REVIEW STANDING ORDERS, FINANCIAL REGULATIONS AND CODE OF CONDUCT:**

There were no requests to amend any of these documents which are formally reviewed annually, but should anything come to light during the year then it can be addressed during Council as appropriate.

22/19 **ITEMS FROM THE LAST MEETING:**

1. **Review of the Action List (for actions not covered by the agenda):**
 - No 7** – Wall subsidence in Ship Lane – it is understood that this is in the process of being addressed. It will be kept under review.
 - No 13** – Bank Mandate - There is one cheque outstanding that has a former councillor's signature on it. Once this is presented the mandate can be actioned, hopefully by the next meeting. **Action: Clerk**
 - No 16** – Tree Strategy Group's recommendations including to produce a specification. This action has been carried forward to July 2019.
 - No 17** – L.Parsons has agreed to become a Trustee of the Village Hall in her role as parish councillor representative.
2. **Combwich Ponds Appeal**
B.Leathwood had submitted a progress report which had been circulated to councillors. B.Birkenhead and the Clerk met with B.Leathwood to discuss the response to the SCC Rights of Way Modification and recommended that subject to parish council approval it would seem sensible to let Barry coordinate further evidence and deal with a formal response to Mr Groves. This was AGREED by councillors and Mr Groves will be notified accordingly. **Action: Clerk**
3. **OPRA Replacement Pavilion**
T.Gardener submitted the proposal to purchase a portacabin as a replacement for the old pavilion and to erect it on the triangular piece of land just beyond the brownie copse. Whilst this had been previously discussed with the resident in the bungalow who did not seem averse to the idea at the time, she has indicated she may not be so happy now as it may encourage unwelcome visitors. Councillors agreed to visit the site after the meeting to discuss further.
Post meeting note: Councillors suggested it could be sited a short distance away from the proposal above, to just in front of the WWT boundary fence. Measurements will need to be taken to determine that there will be enough room. Councillors in principle AGREED they are in favour to remove the old pavilion on the common, restore the area to grass and to locate the new structure at the above location. This will of course be subject to planning permission.
4. **Hinkley C Site Visit**
All councillors indicated they would like to attend the site visit proposed for 8 August. Some would like to bring partners. B.Leathwood and D.Best have also been invited. This would bring the numbers to circa 16 people. EDF will be notified and a time will need to be confirmed. **Action: Clerk**

5. Memorial Beech Tree

A site has been agreed and Sedgemoor Tree Services has kindly cleared the whole site of brambles and weeds. They advised they have a chemical free steam foam weeding machine which may be of interest to us. The Clerk advised that we only arrange weed clearance in the play area, once or twice a year. Any other weed clearing in the parish is carried out under either the direction of SDC or SCC.

23/19 ENHANCEMENTS:

1. Willow trees and brambles by the brook (junction of Wharf Rd/Brookside Rd).

It was unanimously AGREED as proposed by J.Evans and seconded by T.Gardener to take all the willows to the ground and inject them so they do not re-grow and to also clear the whole area of brambles. A specification is required so that we can go out to tender for this work, which will need to be carried out after bird nesting has finished. **Action: Clerk**

2. Play Area ground settlement and safety surfacing issues

Aside from the ground settlement issues, a resident brought a further problem to our attention whereby in the very hot sun a few weeks ago the safety surfacing melted in places resulting in a tar like substance getting on children's' hands, shoes and clothing and was very difficult to remove. The Clerk wrote to Wicksteed to advise them of this issue asking what could be done about it and questioning its fitness for purpose. We have had an acknowledgement advising that this will be reviewed and a response will be forthcoming. This will be hastened to try and resolve before the hot weather (we cannot address the ground settlement issues until this is sorted). **Action: Clerk**

3. Suggestions for flags

It was decided to keep the 'Help the Heroes' flag up until the end of June to incorporate Armed Forces Day on 28.6.19.

24/19 MEETING REPORTS:

9.5.19 Transport Forum.

The draft minutes have been circulated to councillors. The Vehicle Messaging System (VMS) promised for Biffens Corner has not materialised. This will be pursued. **Action: Clerk**

16.5.19 Community Forum

J.Evans previously circulated notes of the meeting to councillors. This included that general progress on HPC is largely on schedule, a technical report from the Office of Nuclear Regulation was received and a discussion on the impact of local rent levels and parking issues from Hinkley C employees living in the locality.

17.5.19 Special SSG

R.Perrett previously circulated notes of the meeting to councillors. Magnox is seeking planning permission to store circa 22 Intermediate Level waste (ILW) skip packages at Hinkley Point A and bring in 110 empty flat packed ILW pond skips from 3 other Magnox sites. This will involve 14 additional deliveries to Hinkley A during the spring of 2020. This forms part of the Government's strategy to save public money. The parish council is not unduly concerned with the proposals.

25/19 FORTHCOMING MEETING NOTIFICATION:

12.6.19 – Village Hall (L.Parsons)

20.6.19 – SSG (Waste seminar in Bristol). No-one attending.

24.6.19 – Councillor Essentials Training (M.Beckley, A.Darch, T.Gardener, L.Parsons and R.Perrett)

28.6.19 – SSG (Neither R.Perrett or T.Gardener able to attend, B.Birkenhead to confirm if he is available)

29.7.19 – Being a Successful Chair Training (J.Evans and B.Birkenhead)

1.8.19 – Transport Forum (A.Darch and L.Parsons)

26/19 CORRESPONDENCE/COMMUNICATION:

1. General List

- a) EDF – letters in relation to deliveries of the Tunnel Boring Machine into Combwich Wharf early June.
- b) Ongoing communication copied to us between Nether Stowey and D.Eccles trying to establish numbers of Hinkley C residents living in Nether Stowey and other parishes.
- c) John McVerry (new Stockland Parish Meeting Chairman) – requesting we ask Cllr Caswell to chase SCC Highways for the junction warning poles at the Steart/Otterhampton/Stockland junction. This will be done in conjunction with chasing Highways for our outstanding items. **Action: Clerk**
- d) Combwich resident – Advised us of a traffic incident the other day because of parked vehicles on Church Hill and a male driver who refused to reverse and displayed intimidating behaviour towards the female. The resident reported this to the Police. There is not a lot the parish council can do except to reinforce the message in Otter Tales for people throughout the village, particularly on Church Hill, Ship Lane and School Lane to park considerately and to treat fellow road users with courtesy. **Action: Clerk**

- e) Auto Speed Watch – A company advertising a new automated community speedwatch initiative. This would cost in the region of £1000 for three years. Councillors agreed that whilst there is the odd incident of speeding vehicles, in most areas of the village it would be difficult to speed because of the need to negotiate around parked vehicles so decided it would not be appropriate. However, the previously discussed ‘Wig Wag’ system of a 20mph speed limit applied around school hours at the base of Church Hill should be pursued through Highways. **Action: Clerk**
 - f) Citizens Advice Sedgemoor – Invitation to its AGM on 22.7.19.
 - g) Highway and Public Right of Way Defect reporting – B. Birkenhead to send the link to councillors. **Action: B.Birkenhead**
 - h) Village Hall – Asking if we could request Clean Surrounds to schedule the next grass cut of the common to coincide with the Village Fun Day on 6 July and also to white line a small track for the children’s races. Councillors AGREED to this request. **Action: Clerk**
- 2. Village Hall – application for funding**
 S.Barton emailed a request for the parish council to contribute towards the cost (£2628) of carrying out essential asbestos removal in the Village Hall. The work will be carried out on 11-13 June. If the work is not carried out the Hall would need to close, hence it cannot wait for it to be carried out within the planned refurbishment, neither can the Committee apply for external grants within this timescale. It was agreed that it is a lot of non-budgeted money for the Village Hall to find. J.Evans proposed £250. This was seconded by M.Beckley. After explaining the financial situation and the consequences of this cost for the Village Hall, T.Gardener made a counter proposal of £500. This was seconded by J.Evans. The counter proposal was voted on first and this was unanimously AGREED. **Action: Clerk**

27/19 REPORTS OF REPRESENTATIVES:

- 1. Defibrillators**
 - a. D.Best has agreed to continue responsibility for the defibrillator at Steart.
 - b. The Combwich defibrillator is already monitored by a small group of volunteers which will continue. However, it was AGREED that we should look to replace it (via the Hinkley C Community Fund) as it is a very old model. T.Gardener mentioned she has been looking at purchasing defibrillators on behalf of Fiddington and Cannington Parish Councils. Tina will liaise with the Clerk. **Action T.Gardener/Clerk**
- 2. Otterhampton Parish Project Team (OPPT)**
 Nothing to report.
- 3. Public Rights of Way (PROW) (B.Birkenhead)**
 - a. Adopt a footpath
 Following this initiative from SCC, T.Gardener said that at Cannington, the most used footpaths were being advertised for parishioners to adopt. B.Birkenhead said he will do the same and place an article in the next Otter Tales asking for volunteers. **Action: B.Birkenhead**
 - b. Following an enquiry from a resident, B.Birkenhead confirmed there was not a PROW from the Combwich Track across the field towards the School.
- 4. Otter Wheels**
 Volunteer drivers are urgently required. An appeal will be placed in the next Otter Tales explaining more fully what the role is and that no pressure is exerted on volunteers to drive regularly; it is as convenient. The secretary L.Marriott will be advised. **Action: Clerk**
- 5. School Liaison**
 R.Perrett had nothing to report. However, B.Birkenhead said he had done a talk at the School recently about the production of electricity and took the children on a tour of Hinkley Point B. He said how much he and the children enjoyed it.

28/19 DATE AND TIME OF THE NEXT MEETING:

The date and time of the next meeting will be on Thursday 4 July 2019, 6.30pm (to accommodate a Combwich Wharf update) at Otterhampton Village Hall.

The meeting ended at 9.10pm.

Signed: _____ (Chairman) Date: _____