

OTTERHAMPTON PARISH COUNCIL

You are hereby notified that a Meeting of the Parish Council will be held on

THURSDAY 5 NOVEMBER 2020, at 7.00PM on ZOOM

Members are required to attend – The meeting is open to the press and public

WOULD MEMBERS OF THE PUBLIC WISHING TO JOIN THE MEETING PLEASE NOTE THE FOLLOWING:

MEETING ID 320 927 5846; PASSWORD 2SqYlf

or contact the Clerk: 01278 652426 or email otterhamptonpcclerk@gmail.com

- DECLARATIONS OF INTEREST AND DISPENSATIONS
- Public Session (including Ward Councillor reports)
- 1. APOLOGIES FOR ABSENCE
- 2. TO APPROVE MINUTES OF THE MEETING HELD ON 1 OCTOBER 2020
TO APPROVE MINUTES OF THE EXTRAORDINARY MEETING HELD ON 28 OCTOBER 2020
- 3. PROPOSED HOUSING DEVELOPMENT AT BROOKSIDE RD
- 4. CYCLE ROUTE (COMBWICH TO STEART) AND BRIDLEWAYS (STEART TO HINKLEY POINT)
- 5. PLAY AREA
 - a. Wooden marker posts and replacement concrete bollards
 - b. Repair of seesaw
 - c. Ground settlement legal claim
- 6. PARISH SHORE PROJECT - BROWNIE COPSE (consideration for Local Nature Reserve LNR status)
- 7. VILLAGE HALL REFURBISHMENT – FUNDING BID
- 8. PLANNING MATTERS
 - a. 39/19/00011 – Application of lime render (Listed Building) Crossway Farm, 60 Brookside Rd (AWAITING DECISION)
 - b. 39/19/00014 – Repairs to leaking roof, chimney stacks, damaged roof timbers (Listed Building) 60 Crossways (AWAITING DECISION)
 - c. 39/20/00007 – Full Application to erect dwelling, 21 Riverside, Combwich (AWAITING DECISION)
 - d. 39/20/00008 – Conversion of detached garage into additional ancillary accommodation, Greenacre, Bolham Bridge. (GRANTED PERMISSION).
- 9. FINANCE
 - a. Balance: Current A/C £13027.89; Deposit A/C £20191.48; Reserve A/C £21111.75
 - b. Invoices for payment / receipts
 - i. Mrs A Prowse - £701.70 (Oct salary inc.£21.50 misc; £14.39 Zoom sub; £153.92 pay award wef 1.4.20)
 - ii. SDC - £720.00 (Annual Grounds Maint. Contract; Jul – Sep; including the play area)
 - iii. SDC - £668.83 (Twice weekly empty of 4 dog bins Oct-Mar 2021)
 - iv. SDC - £167.23 (Twice weekly empty of litter bins in play area Apr-Sep)
 - v. GeoXphere Ltd £36.00 (Parish online annual subscription)
 - vi. PKF Littlejohn LLP - £240.00 (Annual Audit fees to 31.3.20)
 - vii. Tor Drilling Ltd - £8160.00 (Stearth borehole project – Grant funded)
 - c. Approve Half yearly accounts to 30.9.20 (presented at the October meeting)
 - d. Precept meeting date for 2021/22
- 10. STEARTH WARD
- 11. REVIEW OF ACTION LIST (for items not on the agenda)
- 12. MEETING REPORTS
 - a. 13.10.20 – Village Hall
 - b. 20.10.20 – Village Hall AGM
 - c. 23.10.20 - SSG
 - d. 26.10.20 & 28.10.20 – Village Hall Refurbishment bid for Hinkley C Community funding (included in item 7)
- 13. FORTHCOMING MEETINGS
 - a. 10.11.20 – Village Hall
 - b. 26.11.20 – Transport Forum
 - c. TBA – Stearth Forum
- 14. CORRESPONDENCE/COMMUNICATION
 - a. General List
- 15. REPORTS OF REPRESENTATIVES
 - a. Public Rights of Way
 - b. Otter Tales – Next deadline for articles 1.11.20
 - c. School Liaison
- 16. DATE AND TIME OF THE NEXT MEETING – Thursday 3 December 2020

Mrs A Prowse



Clerk to Parish Council

Date:28 October 2020

OTTERHAMPTON PARISH COUNCIL
ACTION LIST as at 28.10.20

No	Minute	Action	Who	Status
A	Walsingham Planning	Housing Needs Assessment. Imperative this gets resolved. Contact SDC Housing Development Team (follows 3 previous emails) Emailed 12.9.20, response received 22.9.20	Clerk	Spoke to D.Harvey; subsequently mailed 23.10.20, awaiting response
B	Public session	Request existing park and ride conditions (i.e. employee bus not picking up passengers from Combwich) remain in place after Covid pandemic	A.Darch	To raise at next transport Forum
C	35/20/c	Respond to houseowner re willow tree in Estuary Park	Clerk	Complete
D	36/20/1b	Request a quotation from Wicksteed to repair the seesaw in the play area	Clerk	See agenda item 5b
E	36/20/1c	Produce specification for marker post and replacement concrete bollard in the vicinity of the play area. Clerk and BB to meet at the play area 30.10.20 to assess what will be required	Clerk/BB	Agenda item 5a
F	36/20/3	Repairs to BT phone box and order signage	BB/TG	
G	37/20 item 3	Parish Shores – Brownie copse into an LNR. Agenda item for next meeting	Clerk	Agenda item 6

ACTIONS CARRIED FORWARD FROM 5.3.20 TO 31.8.20

No	Minute	Action	Who	Status
1	Various since 2018/2019	Boundary wall at Ship Lane; 2 areas of concern, one we will continue to monitor (at the start of the wall) and the other we understand may need to undertake a structural survey. Landowner is aware of our concerns.		Ongoing
2	36/19/3/c	Play Area external inspection – swing basket chains. Continue to monitor for wear and tear and replace if worn beyond 40mm	BB	Ongoing
3	26.7.18	Arrange repainting of Combwich buoy. Paint received. M.Ingram will undertake work when appropriate	Clerk	Longer term action
4a	Misc 132/16/f 37/18/1	Combwich Ponds – As at 9.1.20, all interviews are complete. There will be a period of consultation which 'other interested parties' will have 4 weeks to respond. Hopefully the final report will be in April which will encompass the decision and will be published on the SCC website	BL	Awaiting outcome.
4b	Misc 50/19/1	Play Area ground settlement and Eco Tumble safety surface issues. Following meetings with S.Hellard (SDC Legal representative) we requested he proceed with a letter to Wicksteed advising them of our intention to claim.	Clerk	Agenda Item 7a i (awaiting update as requested 29.10.20)
4c	Misc 128/19/5b	Suggestions for flags to be flown – Need to determine precedent.	All	For further discussion
4d	Misc 132/19/5	School liaison. A.Darch asked if children could be dropped off at school without the need to pay (i.e the breakfast club) which might help to spread the volume of vehicles at peak times	R.Perrett	Deferred re Covid-19
4e	Misc 14.4.20	SCC Chairman's award – Our nomination (Robert Wright) submitted 24.6.20. At this time, the awards evening was deferred until September	Clerk	Not heard anything since the submission.
4f	Misc 19.4.20	Communication mediums in the parish (raised by B.Leathwood)	All	Action ongoing
5a	Enhance. 114/19/4	Invite 3 contractors to discuss landscape options for Wharf Rd. <i>2 letters received from parishioners requesting the area be left 'wild' as it is and not for it to become 'managed'</i>	Clerk	For further discussion
5b	Enhance. 61/19/1	Biffen's Corner vegetation removal. L.Hackling will meet with us in spring 2020 when vegetation starts to grow again. He suggested w/c 23.3.20 which was subsequently cancelled due to Covid-19	Clerk	Action ongoing
5c	Enhance. 75/19/6/b	Bus shelter - Talk to Highways (as landowners) for its thoughts if we decide to replace it.	Clerk	Deferred re Covid - 19, non-priority
5d	Enhance. 149/18/2	Proposed replacement OPRA pavilion.	TG	Delays due to Covid - 19
5e	Enhance. 128/19/2	Village Sign – storm damage. The sign has been placed in our garage		For discussion
6a	Highways 118/19/3	Write to Highways for comments re the subsidence issue on Church Hill	Clerk	Emailed 28.2.20. Delay due to Covid19
6b	Highways 118/19/4	Erosion of grassed area in front of the cottages opposite the Village Hall – check with Highways for a viable solution	Clerk	28.2.20. Delays due to Covid-19
6c	Highways Public Sess. 9.1.20	Discuss possibility of introducing a parking time limit in lay-by opposite the Post Office	Clerk	28.2.20. Delays due to Covid-19

Items shaded are longer-term actions or are complete (but need recording in following meeting)