

**OTTERHAMPTON PARISH COUNCIL**

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

**THURSDAY 4 FEBRUARY 2021, 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
- EDF – UPDATE ON COMBWICH WHARF
- Public Session (including Ward Councillor reports)
- 1. APOLOGIES FOR ABSENCE
- 2. TO APPROVE MINUTES OF THE PARISH COUNCIL MEETINGS
  - a. PARISH COUNCIL MEETING ON 7 JANUARY 2021
  - b. EXTRAORDINARY PARISH COUNCIL MEETING HELD 28 JANUARY 2021
- 3. PLANNING MATTERS
  - a. 39/19/00011 – Application of lime render (Listed Building) Crossway Farm, Brookside Rd (AWAITING DECISION)
  - b. 39/19/00014 – Repairs to leaking roof, chimney stacks, roof timbers 60 Crossway Farm (AWAITING DECISION)
  - c. 39/20/00007 – Full Application to erect dwelling, 21 Riverside, Combwich (APPROVED)
  - d. 39/20/00010 – Erect 2 agricultural buildings, Lower Hill Farm, Otterhampton (GRANTED)
  - e. 39/20/00012 – Provision of roof and change of use from silage clamp to silage clamp and livestock building, Lower Hill Farm, Otterhampton (AWAITING DECISION)
  - f. 39/20/00015 – Erection of a dwelling, land to the west of 14 School Lane, Combwich (SUPPORTED)
  - g. **39/20/00013 – Outline planning permission, with some matters reserved, for the erection of up to 60 dwellings, a community hall, car parking, public open space and other associated infrastructure (OPPOSED)**
- 4. FINANCE
  - a. Balance: Current A/C £1522.36; Deposit A/C £21043.30; Reserve A/C £21112.32
  - b. Invoices for payment / receipts
    - i. Mrs A Prowse - £544.89 (Jan salary £511.89, plus, misc. expenses £18.61 & £14.39 Zoom sub)
    - ii. Mrs A Prowse - £334.99 (New Printer)
    - iii. Mr B Leathwood - £219.60 (Solopress – Printing January Otter Tales)
    - iv. JRB Enterprise Ltd - £308.16 (12 x 800 dog gloves)
    - v. SDC – £1166.40 (Ground Clearance at the brook/Wharf Rd £648 and Riverside/Play area £518.40)
    - vi. Stormfly - £40.00 (install printer)
  - c. Budget Monitoring Statement to 31.12.20
- 5. STUART WARD
- 6. REVIEW OF ACTION LIST (for items not on the agenda)
  - a. Play Area
- 7. HIGHWAYS
  - a. Outstanding highway's issues
- 8. ENHANCEMENTS
  - a. Annual Grounds Maintenance Contract
  - b. Dog bag dispensers
- 9. MEETING REPORTS
  - a. 12.1.21 – Village Hall
  - b. 21.1.21 – Community Forum
  - c. 28.1.21 – EDF Briefing on workforce uplift at Hinkley C
- 10. FORTHCOMING MEETINGS
  - a. 9.2.21 – Village Hall
  - b. 18.3.21 – Transport Forum
- 11. CORRESPONDENCE/COMMUNICATION
  - a. General List
- 12. REPORTS OF REPRESENTATIVES
  - a. Public Rights of Way
  - b. Otter Tales (next edition March 2021)
  - c. School Liaison
- 13. DATE AND TIME OF THE NEXT MEETING – Thursday 4 March 2021

Mrs A Prowse

Clerk to Parish Council

Date: 31 January 2021

OTTERHAMPTON PARISH COUNCIL  
ACTION LIST as at 31.1.21

No	Minute	Action	Who	Status
A	Walsingham Planning	Housing Needs Assessment. Whilst PC have been pursuing this for almost 18 months, e-mail received from D.Harvey 9.12.20 advised SDC does not have resource capacity to undertake the HNS at this time.	Clerk	Onus on Developer re 39/20/00013
B	Play Area 36/20/fc	a. Wooden marker posts and replacement concrete bollards – S171 to be completed and sent to SCC for approval. Once S171 approved produce specification and go out to tender b. Refurbishment of wall alongside play area and the common c. Ground settlement legal claim. Wicksteed acknowledged the letter from SDC on 21.1.21 and have 28 days to respond. d. Signage for play area – Age restriction and dog fouling	Clerk TG Clerk/SDC Clerk	Ongoing action Ongoing action Response due by 18.2.21 Action ongoing
C	61/20	Parish Shore project (Mark Ward)	Clerk	<b>Spring/summer</b>
D	7.1.21 Public sess.	Report defect of broken kerb stones at entrance from Brookside Rd to the bus shelter via "Fix my Street"	BB	Reported, awaiting repair
E	4/21/5	Re 39/13/00013. Appoint planning consultant to prepare the planning response to SDC	Clerk	<b>Complete</b>
F	5/21/3	Submit 2021/22 Precept to SDC	Clerk	<b>Complete</b>
G	66/20 1 & 2 66/20/3	Outstanding Highways issues – chase K.Tyson (particularly SLOW markings on the road at the Play Area Request safety enhancements for Dame Withycombe Hill	Clerk Clerk	<b>Emailed 1.2.21</b>
H	36/20/3	Refurbishment of BT phone box	BB/CB	<b>Ongoing</b>
I	55/20/3	EDF- additional community support once Comwich Wharf in operation. Initial discussion with Immy Selby in November 2020. List of potential projects drawn up.	Clerk	<b>Ongoing action as and when projects identified</b>

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	<b>Ongoing</b>
3	26.7.18	Arrange repainting of Comwich buoy. Paint received. M.Ingram will undertake work when appropriate	Clerk	Longer term action
4a	<b>Misc</b>	Comwich Ponds – Final report due April 2020	BL	Awaiting outcome.
4c	Misc 128/19/5b	Suggestions for flags to be flown – Need to determine precedent.	All	For further discussion
4d	<b>Misc</b> 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	<b>Misc</b> 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	<b>Chased 20.11.20 Agenda item 12c</b>
4f	<b>Misc</b> 19.2.20	Communication mediums in the parish (raised by B.Leathwood)	All	Action ongoing
5a	<b>Enhance.</b> 114/19/4	Invite 3 contractors to discuss landscape options for Wharf Rd. <i>Two parishioners asked if the area could be left "wild" &amp; unmanaged</i>	Clerk	For further discussion
5b	<b>Enhance.</b> 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	Deferred re Covid-19
5c	<b>Enhance.</b> 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	<b>Enhance.</b> 149/18/2	Proposed replacement OPRA pavilion.	TG	Delays due to Covid -19
5e	<b>Enhance.</b> 128/19/2	Village Sign – storm damage. The sign has been placed in our garage		For discussion
6a	<b>Highways</b>	Children's Play Area – 'Slow' markings on road and signage. K.Tyson (Highways) agreed it has been budgeted for in 2020	Clerk	Delays due to Covid -19
6a	<b>Highways</b> 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	<b>Highways</b> 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	<b>Highways</b> Public Sess.	Discuss possibility of introducing a parking time limit in lay-by opposite the Post Office (Public session 9.1.20)	Clerk	28.2.20. Delays due to Covid-19

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