

OTTERHAMPTON PARISH COUNCIL

You are hereby notified that a Meeting of the Parish Council will be held on
THURSDAY 4 MARCH 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
- Public Session (including Ward Councillor reports)
- 1. APOLOGIES FOR ABSENCE
 - a. TO APPROVE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 4 FEBRUARY 2021
- 2. 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. 39/20/00012 – Provision of roof and change of use from silage clamp to silage clamp and livestock building, Lower Hill Farm, Otterhampton (AWAITING DECISION)
 - d. 39/20/00015 – Erection of a dwelling, land to the west of 14 School Lane, Combwich (SUPPORTED)
 - e. 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 AND AWAITING DECISION)
 - f. 39/21/00001 – Replace 2 Velux windows on front elevation with 2 pitched roof dormer windows, 46 Estuary Park. FOR DISCUSSION (comments to SDC by 5.3.21)
- 3. FINANCE
 - a. Balance: Current A/C £2239.79; Deposit A/C £16543.48; Reserve A/C £21112.51
 - b. Invoices for payment / receipts
 - i. Mrs A Prowse - £545.50 (Feb salary £511.89, plus, misc. expenses £19.22 & £14.39 Zoom sub)
 - ii. Mrs A Prowse - £101.57 (Dog fouling and age restriction for play area signage) nb RLT2 Grant funded
 - iii. Mr A Taylor - £50 (Fit bulkhead light in Phone Box/Defibrillator)
 - iv. Stuart Todd Associates - £690 (SDC response to 39/20/00013)
 - c. Otterhampton Village Hall Refurbishment
 - i. Release of £20000.00 contingency (Hinkley Point C Community Fund)
 - ii. Request for temporary storage on the Common during the refurbishment
 - d. SDC RLT2 Grant Fund Application - dog fouling and age restriction signage for play area. £99.23. APPROVED
- 4. STEART WARD
- 5. REVIEW OF ACTION LIST (for items not on the agenda)
- 6. ENHANCEMENTS
 - a. Annual Grounds Maintenance Contract
 - b. Wooden bollards by play area
- 7. MEETING REPORTS
 - a. 9.2.21 – Village Hall
 - b. 26.2.21 - SSG
- 8. FORTHCOMING MEETINGS
 - a. 9.3.21 – Village Hall
 - b. 18.3.21 – Transport Forum
- 9. CORRESPONDENCE/COMMUNICATION
 - a. CPRE Membership
 - b. C182 Roadworks Bolham Bridge
 - c. Temporary Closure of Riverside
 - d. General List
- 10. REPORTS OF REPRESENTATIVES
 - a. Public Rights of Way
 - b. Otter Tales (deadline 5.3.21)
 - c. School Liaison
- 11. DATE AND TIME OF THE NEXT MEETING – Thursday 1 April 2021
- 12. CLOSED MEETING TO DISCUSS A “COMMERCIAL IN CONFIDENCE” MATTER (as per Standing Orders section 3d)

Mrs A Prowse

Clerk to Parish Council

Date: 26 February 2021

OTTERHAMPTON PARISH COUNCIL
ACTION LIST as at 26.2.21

No	Minute	Action	Who	Status
A	Walsingham Planning	Housing Needs Assessment. Whilst PC have been pursuing this for almost 18 months, now taken over by events re 39/20/00013	Clerk	Onus on Developer re 39/20/00013
B	Play Area 36/20/fc	a. Wooden marker posts and replacement concrete bollards – Specification complete, out to tender, once contractor appointed S171 to be completed and sent to SCC for approval. b. Refurbishment of wall alongside play area and the common c. Ground settlement legal claim from Wicksteed. For discussion at closed meeting 4.3.21. d. Signage for play area – Age restriction and dog fouling	Clerk TG Clerk/SDC Clerk	Agenda item 6b Ongoing action Meeting 4.3.21 Signage received
C	61/20	Parish Shore project (Mark Ward)	Clerk	Spring/summer
D	7.1.21	Report defect of broken kerb stones at entrance to the bus shelter	BB	Awaiting repair
E	4.2.21	Make WWT aware of fly parking in Combwich re visitors to Reserve	Clerk	Emailed A.Laver
F	23/21	Report soil erosion at brook. Photographs required	Clerk/RP	
G	66/20 1 & 2 66/20/3 Highways	K.Tyson has ordered the SLOW markings & signage at Play Area; Dame Withycombe Hill - Pedestrian crossing signage unable to be installed as only accompanied by a pedestrian crossing which is not possible at the location	Clerk Clerk	Awaiting inst. No further action.
H	26/21	Request Ground Maint Contract extended by a year wef 1.4.21. Give advance warning that provision of dog bags will cease once the latest order is almost used up (in Otter Tales and on Dispensers boxes)	Clerk Clerk	Agenda item 6a March Otter Tales
I	55/20/3	EDF- additional community support once Combwich Wharf in operation. Initial discussion with Immy Selby in November 2020. List of potential projects drawn up.	Clerk	Ongoing action as and when projects identified

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	Combwich 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	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	Chased 20.11.20 Agenda item 12c
4f	Misc 19.2.20	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>Two parishioners asked if the area could be left "wild" & unmanaged</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	Deferred re Covid-19
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.	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)