**OTTERHAMPTON PARISH COUNCIL**

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

**THURSDAY 6 JANUARY 2022 7.00pm**

**OTTERHAMPTON VILLAGE HALL**

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

* NICOLA HALE – Community Safety Officer, Sedgemoor and Somerset West and Taunton Council (Hinkley Point Project)
* COMBWICH WHARF EDF UPDATE
* DECLARATIONS OF INTEREST AND DISPENSATIONS
* PUBLIC SESSION (including Ward Councillor reports)

1. APOLOGIES FOR ABSENCE
2. TO APPROVE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 2 DECEMBER 2021
3. PLANNING MATTERS
   1. 39/21/00002 – Conversion of existing storage barn to living accommodation at Fender House, 6 Brookside Rd (AWAITING DECISION)
   2. 39/21/00003 – Listed Buildings and Conservation Areas consent – As 39/21/00002 (AWAITING DECISION)
4. FINANCE
   1. Balance: Current A/C £5070.09; Deposit A/C £22322.62; Reserve A/C £24735.42
   2. Invoices for payment / receipts (inclusive of VAT)
      1. Mrs M Catchpole – £707.04 (15 Nov – 31 Dec salary)
      2. Mrs A Prowse - £560.92 (Dec salary £528.53, plus misc. exp.£18.00 and £14.39 Zoom sub)
      3. Mrs A Prowse - £50.00 (S171 license for bicycle stands at Crossways)
      4. K Preston - £216.00 (village gardening Oct – Dec £96 and weekly play area inspections £120)
   3. Agree Proposed Precept as at the meeting on 9.12.21 (to be submitted to Sedgemoor District Council (SDC) by 21.1.22))
   4. December budget monitoring statement
5. STEART WARD (A Darch)
6. ENHANCEMENTS
   1. Bicycle stands at Crossways
   2. Play area paths
7. HIGHWAYS
   1. Dame Withycombe Hill (pedestrian warning signage)
   2. Re-lining of disabled bay (Riverside)
8. TREES
   1. Large Ash (opposite the Village Hall)
   2. Oak sapling (WI)
   3. Flowering Cherry & Crab apple
   4. SDC – Further availability of trees (Queen’s Green Canopy initiative).
9. REVIEW OF ACTION LIST (for items not on the agenda)
10. MEETING REPORTS
    1. 8.12.21 – Village Hall (L Parsons - report previously circulated)
    2. 8.12.21 – Steart Forum
11. FORTHCOMING MEETINGS
    1. 12.1.22 - Village Hall
    2. 20.1.22 – Community Forum
12. CORRESPONDENCE/COMMUNICATION
    1. Parish Council Elections (need to change the 5th May 2022 Parish Council meeting date).
    2. Environment Agency – Ground investigation works at Combwich Common.
    3. General List
13. REPORTS OF REPRESENTATIVES
    1. Public Rights of Way (PRoW) B Birkenhead
       1. Footpath BW25/14 at Lower Hill Farm Otterhampton
    2. OPRA (T Gardener)
    3. School (R Perrett)
    4. Otter Tales (January 2022, deadline for articles 6.1.22).
14. DATE AND TIME OF THE NEXT MEETING – Thursday 3 February 2022, 7pm at Otterhampton Village Hall

Mrs M Catchpole Clerk to Parish Council Date: 29 December 2021

OTTERHAMPTON PARISH COUNCIL - ACTION LIST as at 29.12.21

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No | Minute | Action | Who | Status |
| 1 | 49/21/1 | Housing Needs Assessment. PC have been requesting this since Sep 2019, particularly following 39/20/00013. After chasing SDC many times up to & inc 30.10.21, Cllr Caswell followed up on behalf of OPC with D Harvey. A HNA has now been approved as at 22.11.21. | Clerk | HNA been approved @ 22.11.21 |
| 2 | 121/21/1 | Produce specification for repair/re-instatement of the pathways inside the play area fence and in-part outside and put out to tender | Clerk | **Agenda item 6b** |
| 3 | 121/21/2 | Annual Wharf Rd Maintenance – vegetation clearance | Clerk | **Contract placed 24/11** |
| 4 | Ward Cllr Report | B Birkenhead asked if Dist Cllr Caswell could enquire why mobile libraries are no longer calling at Schools. Copy of email from SCC Library Manager to be sent to Cllr Caswell | Dist Cllr Caswell/ Clerk | Clerk sent email 3.12.21 |
| 5 | 106/21/6 | Ask EDF’s ecologist for advice on environment enhancement along the Wharf Rd. Met with Vicki Dingwall and Mr Urrutia on 7.10.21. EDF/Osprey meeting held on 30.11.21 | Clerk/BB | Agenda item re EDF Update |
| 6 | 7.1.21 | Report defect of broken kerb stones at entrance to the bus shelter. | BB | To chase as at 2.12.21 |
| 7 | 14821 | Sign to be ordered for the Backrup area in Steart | AD | Need PC approval |
| 8 | 66/20 1 & 2 | K Tyson (KT) has ordered the SLOW markings & signage at Play Area. Sign has been erected Nov 2021, but not as per agreed position with Highways Feb 21.  Safety signage in connection with Otterhampton School. KT suggested this would be a ‘20mph when lights show’ system. 10.12.21 KT advised as cul-de-sac and no through traffic, this will be a low priority | Clerk | 10.12.21 KT has instructed contractors to reposition signage.  Will revisit end of 2022 |
| 9 | 37/21/4 | Contact Highways re safety signage/measures for residents of Dame Withycombe Villas whilst crossing the C182. 10.12.21 KT agreed for pedestrian warning signage. Need to determine most suitable location. | All | **Agenda item 7a** |
| 10 | 151/21 | Trees with ash dieback – trying to ascertain what samples should be tested and where to send them. | Clerk | **Agenda item 8a** |
| 11 | 118/19/4 | Erosion of grassed area in front of the cottages opposite the Village Hall – check with Highways for a viable solution. Emailed 28.2.20. Delays re Covid-19. Discussed at 2.12.21 parish council meeting. Discussed the possibility of using sleepers as a natural barrier. | Clerk | **Post 2.12.21 meeting, further discussion and ideas required.** |
| 12 | 61/19/1 | Biffen’s Corner vegetation removal. L Hackling due to meet with us spring 2020 prior to Covid. Vehicle Messaging Activation (VMA) installed October 2021 warning drivers of the junction. | Clerk | **Monitor effectiveness of VMA** |
| 13 | 110/21 | Report potholes on parking strip alongside the common to Fix My Street.  M Beckley submitted a photo Currently they potholes are full of water. Difficult to assess. Need a dry spell to reveal true issue | Clerk | Wait until the spring when the potholes have dried up |
| 14 | 112/21/a | * + 1. KT advised re-lining of the single disabled bay will be   requested in April 2022 (the new budget year) | N/A | **Agenda item 7b** |
| 15 | 136/21 | Bicycle stand at Crossways. Life Cycle UK approved the application. SCC Section 171 submitted 22.12.21. | All | **Agenda item 6a** |
| 16 | 112/21/b | Water safety equipment for pill area – (e.g., rescue throw lines and poles) discuss with EDF on 7.10.21. EDF will take this up with the Motor Boat and Sailing section as per email from V Dingwall 26.11.21 | All | Agenda item re EDF Update |
| 17 | 137/21/j | Allotments – It was agreed to keep this item on the agenda to ensure it remains a focus for any opportunities for land acquisition.  On 2.12.21, a resident offered the use of his rear garden to grow vegetables. This will be advertised in January Otter Tales, but the arrangement should be private and not through the parish council. | All  Clerk |  |
| 18 | Long-term | Combwich Ponds – Final stage following SCC recommendation for Ponds during November 2021 to become a PRoW. | BL | **Awaiting decision from Sec of State** |
| 19 | 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** |
| 20 | 55/20/3 | EDF- additional community support once the Wharf operational. Initial discussion with I Selby Nov. 2020. List of potential projects drawn up. Community asked for suggestions March 2021 Otter Tales. No response | All | **Ongoing** |

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