

**OTTERHAMPTON PARISH COUNCIL**

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

**THURSDAY 7 APRIL 2022, 7.00pm**

**OTTERHAMPTON VILLAGE HALL**

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

- 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 3 MARCH 2022
- 3. TEMPORARY CLERKING ARRANGEMENTS
- 4. PLANNING MATTERS
  - a. 39/21/00011 – Erection of porch demolition of existing porch & conservatory, installation of cladding & windows at 5 Riverside. GRANTED
  - b. 39/21/00012 – Erection of side extension and formation of a new driveway at Moxhill Farm (AWAITING DECISION)
  - c. 39/22/00001 – Notice of Prior Agricultural Development for a proposal formation of 2 access tracks at Manor Farm, Otterhampton – APPROVAL OF DETAILS REQUIRED
- 5. FINANCE
  - a. Balance: Current A/C £3,749.01; Deposit A/C £20,323.14; Reserve A/C £23,869.02
  - b. Invoices for payment / receipts (inclusive of VAT)
    - i. Mrs M Catchpole - £130.32 (Final Salary)
    - ii. Mrs A Prowse - £29.01 (Zoom subs £14.39 and mower repairs £14.62)
    - iii. Mr B Leathwood - £235.74 (Solopress Otter Tales printing, March 2022)
    - iv. SDC - £167.23 (Litter bins Oct 2021 – March 2022)
    - v. SALC Ltd £30.00 – (Clerks training)
    - vi. SDC - £180.00 (Grounds Maintenance March 2022)
  - c. Income received
    - i. Aviva £259.84 (Storm damage to phone box)
  - d. Budget Monitoring Statement for March 2022
- 6. NEW CLERK AND COUNCILLOR VACANCIES
- 7. STEART WARD (A Darch)
- 8. ENHANCEMENTS
  - a. Play area paths
- 9. HIGHWAYS
  - a. Dame Withycombe Hill
  - b. Bolham Bridge
- 10. TREES
  - a. Ash trees
- 11. REVIEW OF ACTION LIST (for items not on the agenda)
- 12. MEETING REPORTS
  - a. 09.03.22 – Village Hall
  - b. 17.03.22 – EDF Transport Forum
- 13. FORTHCOMING MEETINGS
  - a. 13.04.22 - Village Hall
  - b. 19.05.22 – EDF Village Hall
- 14. CORRESPONDENCE/COMMUNICATION
  - a. Environment Agency – Notice of Intended Entry for Ground Investigation Surveys
  - b. Emergency Plan
  - c. Wharf road usage by EDF
  - d. NALC – smaller council issues
  - e. Sedgemoor CAB – donation request
  - f. PCSO – recent criminal behaviour in Combwich
  - g. Parish Council elections 5<sup>th</sup> May 2022
  - h. General List
- 15. QUEEN'S PLATINUM JUBILEE
  - a. Funding request from Village Hall for the fun day to be held on 4 June 2022
  - b. Co-funding request from OPRA to provide all children 16 and under with a commemorative coin
  - c. Temporary Road Closure
- 16. REPORTS OF REPRESENTATIVES
  - a. Public Rights of Way (PRoW) B Birkenhead
  - b. OPRA (T Gardener)
  - c. School (R Perrett)
- 17. DATE AND TIME OF THE NEXT MEETING – To be advised

OTTERHAMPTON PARISH COUNCIL - ACTION LIST as at 31.03.22

No	Minute	Action	Who	Status
1		Monitor trees with 'Ash dieback'	All	<b>Agenda item 9F</b>
2	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 is being carried out, awaiting results
3	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	<b>Agenda item 7d</b>
4	121/21/2	Annual Wharf Rd Maintenance – vegetation clearance	Clerk	<b>Contract placed 24/11</b>
5	Ward Cllr Report	B Birkenhead asked if Dist Cllr Caswell could enquire why mobile libraries are no longer calling at Schools	Dist Cllr Caswell	
6	106/21/6	Ask EDF's ecologist for advice on environment enhancement along the Wharf Rd. Report has been requested from EDF	Clerk/BB	Awaiting feedback from EDF
7	66/20 1 & 2	K Tyson 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.	Clerk	Awaiting response from K Tyson re request for sign to be repositioned 11.11.21  Likely to be 2022/23
8	37/21/4	Contact Highways re safety signage/measures for residents of Dame Withycombe Villas whilst crossing the C182. Highways contacted.	Clerk	<b>Agenda item 8e</b>
9	118/19/4	Erosion of grassed area in front of the cottages opposite the Village Hall – check with Highways for a viable solution. Monitoring is on-going	Clerk	<b>On-going</b>
10	61/19/1	Biffen's Corner vegetation removal. L Hackling due to meet with us spring 2020 prior to Covid. On-going	Clerk	<b>On-going</b>
11	93/21/1/h	Communication mediums in the parish. Small community sub group.	Clerk	<b>Meeting held 22.11.21</b>
12	110/21 (i)	Report potholes on parking strip alongside the common. Agreed to wait until drier weather to better assess the situation.	Clerk	<b>On-going</b>
13	112/21/a	Contact Highways to request disabled bay re-lined at Riverside. Highways contacted, on their list for 2022/23	Clerk	<b>On-going</b>
14	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	<b>Awaiting response</b>
15	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	All	<b>Ongoing</b>
16	Long-term	Combwich Ponds – Modification Order made on 04.03.22. Any objections by 19.04.22	BL	
18	55/20/3	EDF- additional community support proposed, once the Wharf operational. On-going discussion	All	<b>Ongoing</b>

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