

OTTERHAMPTON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING

held on

THURSDAY 7 JULY 2022, 7.00pm at OTTERHAMPTON VILLAGE HALL

DECLARATION(S) OF INTERESTS AND DISPENSATIONS:

There were no declarations of interest or dispensations applied for. Member's Interests are disclosed at the time of taking Office. This information can be viewed on the Sedgemoor District Council (SDC) website.

PUBLIC SESSION (INCLUDING WARD COUNCILLORS' REPORTS

1. Ward Councillors Reports

Cllr Caswell

- The Hinkley B reactor 4 was finally shut down on Tuesday 5th July. R3 will go down on 1st August. Members of the SSG will be invited onto the site. Cllr Caswell attended the SSG National Forum in Manchester, the next one is in Edinburgh in September. The new unitary council have been undertaking training. The library bus that visited the school was primarily for the school and the current bus will not be visiting the school.
- Cllr Pay
- Recently chaired the Audit and Standards meeting for the Code of Conduct. This is to go with the LGA as it has more content. Councillors will be asked if they want to go with the LGA or the SALC Code of Conduct.
- Cllr Bolt
- Attended a meeting regarding the changeover from SDC to the Unitary Council. Consultations will be from September. Boundaries have not yet been decided. The advice is to contact other unitary councils for advice.

2. General

- Regarding the Unitary Authority, the next meeting of the LCNs (Local Community Networks) will take place on 5 October.

PRESENT:

Lindsey Parsons (Chair), Gina Mear (Clerk), Tina Gardener, Andy Darch. Councillors Mike Caswell, Julie Pay and Brian Bolt and seven members of the public.

97/22 APOLOGIES FOR ABSENCE:

None.

98/22 MINUTES OF THE MEETINGS HELD ON 07.04.22

The minutes of the meeting held on 09.06.22 were APPROVED and signed by the Chair.

99/22 RESIGNATIONS OF COUNCILLORS

Unfortunately, the new councillors tendered their resignations. Following this L Parsons spoke to both of them to express her sadness and also wrote to them to address matters raised.

100/22 CO-OPTION OF NEW COUNCILLORS

As there are now three vacancies, official notices will be placed on the noticeboards giving the electorate the option to have an election. If there is no request for an election, the new councillors can be co-opted on to the parish council.

101/22 PLANNING MATTERS: (Cllr Brian Bolt left the meeting for this agenda item)

1. **39/22/00003** – Brookside Road - Outline planning permission with some matters reserved, for the erection of up to 60 dwellings, public open space, and other associated infrastructure. The same objections were raised as previously submitted. The PC needs to request that the number of affordable houses is set in stone. It was proposed the Parish Council will object; all councillors were in favour.
2. **39/22/00006** 9 Church Hill - Variations of Conditions 2, 5, 8, 10, 11 of Planning Permission 39/20/00001 (Erection of 2 No. dwellings (Plots 4 & 5) and erection of a single storey extension to South elevation of previously approved garage to form a triple garage.) to amend the approved plans and condition wording. This is for the plots at the entrance to the site. The roof alignment needs to be in line with existing properties.

3. **39/22/00008** 9 Church Hill - Variations of Conditions 2, 3, 4, 5 of Planning Permission 39/18/00010 (Erection of 3 No. dwellings, garages and formation of access.) to amend the approved plans and condition wording. There are severe overlooking issues with existing properties. The land to be developed is 1.5m higher than the land in Nursery Close.
The developer was present at the meeting and said they would go back and look at the original plans and come back to the Parish Council. Since the meeting there has been no response from the developer so the Parish Council objected to both planning applications (39/22/00006 and 39/22/00008).
4. **39/22/00010** 67 Estuary Park - Erection of two storey side (West) extension, on site of existing garage (to be demolished) (Revised Scheme). No observations.

Cllrs Pay and Caswell left the meeting.

102/22 FINANCE:

1. **Bank Balances** - Current A/C £7,958.53 Deposit A/C £28,323.48.70; Reserve A/C £20,093.40.
2. **The following payments were AGREED:**
 - a) P Phillips - £2100.00 (Play area paths) agreed subject to minute 87/22 1
 - b) RoSPA - £117.60 (Play area Inspection)
 - c) SDC - £200 (Uncontested Election Fees)
 - d) G Mear - £592.60 (Clerk Salary)
 - e) Hill House - £25.00 (Room Hire for Steart Forum)
 - f) Keith Preston - £424.99 (Village Gardener)
 - g) SDC - £180.00 (Grass Cutting)
 - h) Otterhampton Primary School - £20.00 (Use of hall).
3. **Income Received**
 - a) None
4. **Annual Audit Return**
 - a) Public Rights Notice. The notice was placed on the noticeboards and website giving parishioners until 22nd July to view the accounts.
 - b) Completed Return to the Auditor. All the relevant paperwork was completed and sent to the auditor by the deadline. It is currently in a queue for processing.

103/22 STEART WARD

A Darch reported another quiet month. The work to find a bore hole didn't work. Water was found but there wasn't the amount/quality needed. Litter currently doesn't appear to be an issue.

104/22 ENHANCEMENTS:

1. Wharf Road – The meeting to discuss this was moved to 13th July at 2pm.
2. Removal of old village sign post – We will look at employing someone to remove it unless a local builder is able to do it as a good will gesture.
3. Play Area RoSPA Report – The report highlighted a few minor faults which will be addressed. Check with Keith Preston if he has a checklist for the play area, if not, ask RoSPA. **ACTION: CLERK**

105/22 REVIEW OF ACTION LIST:

- Item 2 – Slow Markings and signage at play area, safety signage for school and safety measures for Dame Withycombe Villas – T Gardener to draft an email to K Tyson **ACTION: T GARDENER**
- Item 3 – Biffen's Corner vegetation removal. A Darch reported that this has been done. Clerk to send a letter of thanks. **ACTION: CLERK**
- Item 4 – Communication mediums in the parish. These include the village website, Otter Tales, email distribution list and Facebook.
- Item 5 – Report potholes alongside the common. We have so far been unable to get photos.
- Item 6 – Water safety equipment for the pill area – L Parsons to Vicki Dingwall (EDF) who has spoken to the boat club and they are happy to erect signs and rescue lines. The quality of the existing one in the harbour car park needs to be checked. Signage for the steps on the harbour wall is also needed. **ACTION: V DINGWALL**
- Item 7 – Allotments – this item is to stay on the list awaiting the offer of some land.
- Item 8 – Combwich Ponds footpaths – one objection was received just before the deadline. No further information is available.
- Item 10 – Emergency Plan – Need to go through the original plan but this will wait until new councillors have been recruited.

Item 11 – Old Bolham Bridge, repairs outstanding – A Darch to mention this to the Highways person at the next Transport Forum. **ACTION: A DARCH**

Item 12 – New grounds maintenance contract – K Preston is staying on until the end of March 2023 so this will be reviewed in January.

Item 13 – Tree Survey for the village – contact Sedgemoor Tree Services.

ACTION: CLERK

Item 14 – Welcome Pack – needs updating. Waiting for the new councillors to be in post. Clerk to start updating it and add it to the website.

ACTION: CLERK

Item 15 – Heritage List – to look at adding the WW2 bunker at Steart. A Darch to speak to the Wildfowl and Wetlands Trust.

ACTION: A DARCH

Item 16 – Bus Shelter upkeep and maintenance. To be looked at on the village walk.

ACTION: ALL

Cllr Bolt left the meeting.

106/22 MEETING REPORTS:

1. 15.06.22 – Village Hall (L Parsons) An interim meeting was held to discuss grand opening and discussion on jubilee celebrations. Village market sign, to ask parish council if a permanent frame could be erected at entrance to village, this land belongs to Highways and planning permission would be required. New fire risk assessment had been done. Trustees agreed to submit a formal response to new planning application at Brookside Road. All snagging was now complete and grand opening date was discussed. Saturday 6th August was the date chosen. VIPs would be invited to attend at 1.30pm for a short speech and tour, official opening will take place at 2.30pm by Roger Musgrove.

2. 24.06.22 – Hinkley Point SSG Report to be circulated.

3. 29.06.22 – Steart Forum (A Darch) Awaiting the update. No new issues were raised, just a recap of previous matters.

107/22 FORTHCOMING MEETINGS:

13.07.22 – Village Hall

14.07.22 – Transport Forum

04.08.22 – Village Walk

108/22 CORRESPONDENCE/COMMUNICATIONS

1. Somerset Bus Partnership. T Gardener to attend future meetings.

109/22 GOVERNANCE

1. Standing Orders –

To be updated to reflect the changes.

2. Financial Regulations –

Minor amendments required to reflect the statutory requirements.

Updated versions of both will be added to the website.

ACTION: CLERK

110/22 REPORTS OF REPRESENTATIVES:

1. Public Rights of Way (PRoW) – B Birkenhead.

Carrying on the maintenance of gates and stiles.

2. OPRA – T Gardener.

There have been no events since the last meeting. All of the jubilee coins were given out and there is currently a waiting list. The Murray Lister Memorial cricket match is taking place on Saturday 6th August at 3.30pm. There is a cream tea walk in August ending at Dowell's Farm in Steart. It was questioned if a village diary could be used so that there wouldn't be double booking of events.

3. School – R Perrett.

There is a meeting on the following Tuesday. Items on the agenda include the sign at the village entrance, library bus and parking, R Perrett to ask Matt at the Anchor if the car park can be used by parents at drop-off and pick-up times.

111/22 DATE AND TIME OF THE NEXT MEETING:

The next meeting will be held on Thursday 4th August 2022, 7.30pm at Otterhampton Village Hall.

The meeting finished at 8.40pm

Signed:

(Chair)

Date 4 AUGUST 2022