

OTTERHAMPTON PARISH COUNCIL

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

THURSDAY 12 JANUARY 2023, 7.00pm

OTTERHAMPTON VILLAGE HALL

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

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF INTEREST AND DISPENSATIONS
3. PUBLIC SESSION (INCLUDING WARD COUNCILLOR REPORTS)
Public Session (In accordance with our Standing Orders members of the public are entitled to speak in respect of the business on the agenda and shall not speak for more than 3 minutes, a question asked by a member of the public during a public participation session at a meeting shall not require a response or debate)
4. TO APPROVE MINUTES OF THE PARISH COUNCIL MEETINGS HELD ON 1 DECEMBER 2022
5. PLANNING MATTERS
 - a. 39/22/00013 Greenacre, Bolham Bridge. Proposed erection of 2no. two storey extension to the East and West elevations on site of existing (to be demolished), with 1no. balcony to the West elevation, and 1no. single storey extension to the North elevation – FOR DISCUSSION
 - b. 39/22/00012 Land At, Steart Drove, Steart, Bridgwater, Somerset, TA5. Erection of round house welfare building – FOR DISCUSSION.
6. FINANCE
 - a. Balance: Current A/C £9,641.36; Deposit A/C £28,336.80; Reserve A/C £20,102.71
 - b. To agree the budget statement for December 2022
 - c. Invoices for payment / receipts (inclusive of VAT)
 - i. M A Haggett - £80.00 (Removal of post)
 - ii. SDC - £280.80 (Grass Cutting)
 - iii. K Preston - £228.00 (Village Gardener)
 - iv. G Mear – 652.72 (Clerk's Salary)
 - d. Income received – None
 - e. Precept
7. UNITARY COUNCIL
8. STEART WARD (A Darch)
9. HIGHWAYS (B Bolt)
10. ENHANCEMENTS
 - a. Wharf Road Action Plan
 - b. Bus Shelter
 - c. Village Maintenance – arrange a date
 - d. Volunteer Projects
 - e. New Grounds Maintenance Contract
11. MEETING REPORTS
 - a. 14.12.22 – Village Hall
 - b. 16.12.22 - School
12. REPORTS OF REPRESENTATIVES
 - a. Public Rights of Way (PRoW) B Birkenhead
 - b. OPRA (T Gardener)
13. FORTHCOMING MEETINGS
 - a. 11.01.23 – Village Hall
 - b. 17.01.23 – Councillor Forum with the A&SP Crime Commissioner
 - c. 19.01.23 – Community Forum
 - d. 23.01.23 – Bridgwater Somerset Connect
14. REVIEW OF ACTION LIST (to be discussed in January)
15. CORRESPONDENCE/COMMUNICATION
 - a. Catering Trials at Steart Marshes
 - b. Gritting
 - c. Overgrown trees by residents/ponds
 - d. Road Closures
 - e. EDF Visit
 - f. Dog Bins
 - g. RLT2 Grant Application
16. DATE AND TIME OF THE NEXT MEETING – 09.02.23 at 7.00pm



Clerk to Parish Council

Date: 08.01.23

OTTERHAMPTON PARISH COUNCIL - ACTION LIST as at 08.01.23

No	Minute	Action	Who	Status
1	87/22/2	Annual Wharf Rd Maintenance – vegetation clearance Review EDF report	Clerk	Ongoing
2	105/22/1	Highways 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. Contact Highways re safety signage/measures for residents of Dame Withycombe Villas whilst crossing the C182. Highways contacted.	Clerk	Awaiting response from K Tyson re request for sign to be repositioned 11.11.21 Likely to be 2022/23
3	153/22/3	Biffen's Corner vegetation removal. L Hackling due to meet with us spring 2020 prior to Covid. Chase L Hacking for update	Clerk	On-going
4	153/22/4	Communication mediums in the parish. Small community sub group. Website needs an overhaul.	Clerk	Ongoing
5	140/22/5	Report potholes on parking strip alongside the common. Potholes have been reported but they have not been filled. 23.12.22 Highways to complete work.	Clerk	On-going
6	140/22/6	Water safety equipment for pill area – (e.g., rescue throw lines and poles) discuss with EDF on 1.6.22. EDF will take this up with the Motor Boat and Sailing section as per email from V Dingwall 26.11.21 EDF have agreed to providing the equipment as long as the Boat Club maintains it. Write to the Boat Club requesting they install a new post in the car park.	Clerk	
7	140/22/7	Allotments – It was agreed to keep this item on the agenda to ensure it remains a focus for any opportunities for land acquisition	All	Ongoing
8	153/22/8	Combwich Ponds – Modification Order made on 04.03.22. Any objections by 19.04.22. B Leathwood to try to get an update	BL	Ongoing
9	140/22/10	Emergency Plan. Item to go in Otter Tales asking for volunteers. Agenda Item 10 d.		Otters Tales
10	153/22/10	New grounds maintenance contract required. Put out to tender in Jan 23. Agenda item 10 e.		Ongoing
11	140/22/13	Tree Survey – Action Plan Replacement tree required for green opposite village hall – M Haycraft to discuss with J Doble and cottages residents.	All	Ongoing
12	105/22/12	Welcome Pack		Ongoing
13	153/22/13	Bus Shelter – Upkeep and Maintenance Agenda item 10 b.		
14	153/22/14	Brownie Copse – in talks with D Best and M Ward and EDF volunteers. A Gibbons has also asked for volunteers. Item to go in Otter Tales asking for volunteers.		Ongoing
15	123/22/3	New signs required for Combwich, Estuary Park, Church Hill x 2, Riverside, Harbour view – emailed SCC 22.09.22		Ongong
16	140/22/20	OPRA Barn – overgrown vegetation on rear – may have been planted by the neighbour, To be included in village maintenance session (agenda item 10 c)	Clerk	

18	153/22/18	Overgrown Foliage Bank opposite the bottom of Nursery Close – advised by Highways that it has been done Tree on green opposite shop needs cutting back – need to find out who owns this section of land - emailed Highways 22.09.22 Willows on the bank at the bottom of Church Hill need cutting back – emailed SDC 22.09.22 – Complete Foliage next to the wall of 24 Riverside needs cutting back – ask Keith Tree next to 24 Riverside to be removed Dead tree beyond the shelter on the common needs removing		
19	123/22/3	Wall at start of Wharf Road has large cracks – emailed Highways 22.09.22		Ongoing
20	153/22/20	Play Area Action points from RoSPA survey. Clerk to send photo to Wicksteed. Shelter needs cleaning	Clerk	
21	153/22/21	Victorian postbox in Steart to be added to the heritage list.		
22		Village Maintenance Session to include: OPRA Barn Bank opposite the bottom of Nursery Close Shelter next to play area		

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