

Otterton Parish Council

Minutes of the Meeting of the Parish Council held in the Committee Room of the Village Hall on Monday 7 November 2016

Present: Cllr Ian Simpson (Chairman)

Cllr Tony Bennett

Cllr Tony Farrington

Cllr John Fudge

Cllr John Lister

Cllr Roy Young

In Attendance: Mr Mike Miller (Clerk)

District Councillor Mr Geoff Jung

And 6 members of the public

16/151. Apologies for Absence

Apologies for absence were received from Cllrs Jerry Fry and Sarah Whittingham, and from County Councillor Christine Channon.

16/152. Declarations of Interest

There were no declarations of personal or pecuniary interest from councillors relating to items of business on the agenda.

16/153. Confidential Items of Business

The Council did not wish to consider any business in confidence.

16/154. Minutes

The minutes of the last meeting, held on 3 October 2016, were approved as a correct record, and signed by the Chairman.

16/155. Planning Matters

Arising from M16/129, it was reported that permission to demolish the barn at the Old Vicarage was covered by an existing planning permission, and that the cob wall would be retained as far as possible, with any new sections being rendered to be in keeping with the existing wall. Councillors remained concerned, however, about the loss of the barn, a listed building, and asked that this be made known to East Devon District Council.

16/156. Cemetery Management

Arising from M16/136, the Clerk reported that it would be possible to put in place a fortnightly rubbish collection service from the cemetery at an annual cost of £192.50 (including the initial cost of the bin). This would resolve the longstanding problem of dealing with cemetery rubbish collection. The Council **AGREED** the proposal.

16/157. Public Questions and Comments

Members of the public raised the following matters:

- (i) The difficulty of exiting onto the main road at Brick Cross: it was suggested that a mirror, or a movement activated slow sign or better road markings might be requested, and also that it would be helpful for the hedges to be cut back. The Chairman undertook to look into the possibility of having the hedge cut, though it was outside the parish;
- (ii) The risks posed by the scaffolding on the road outside 63-67 Fore Street;
- (iii) The serious potholes on Church Hill, which could be dangerous to pedestrians in the dark;
- (iv) Ways in which a stronger police presence in the village could be encouraged;
- (v) The condition of the bus shelters, though it was noted that they had been painted in 2015;
- (vi) Issues relating to flooding; and
- (vii) Financial support for the football club (see M16/168 below)

16/158. Chairman's Business

The Chairman reported as follows:

- (i) A very successful bonfire night event had been held at Stantyway Recreation Ground, attended by several families;
- (ii) The Village Working Party had tackled two areas on Saturday 22 October 2016, clearance of the fence and path at Park Lane, and a drainage ditch in Ottery Street. The Chairman was pleased to report that 10 residents had taken part. It was hoped to tackle the verges on Behind Hayes and to do some stream clearance on Saturday 3 December 2016, weather permitting;
- (iii) Bicton College had enquired about the possibility of some students with learning difficulties helping with maintenance and clearance work in the village; this was welcomed and would be followed up;
- (iv) The Chairman proposed that a donation of £100 should be made to the British Legion, as had been done in recent years; this was **AGREED**;
- (v) The Chairman had not been able to attend the most recent meeting of the Lower Otter Restoration Group as the time of the meeting had been changed at short notice. It was felt that the Council should be represented at these meetings, and the Vice-Chairman or other Councillors would be willing to step in if necessary. It was reported that EU funds would be available for the initial exploratory work;

- (vi) Funding was still available under the Community Road Warden scheme, through which local groups could tackle potholes and other road repairs. The Council **AGREED** that this should be considered further and that the Working Party volunteers might be able to help with it;
- (vii) The School PTA had held their annual conker competition on the Village Green on 1 November 2016; and
- (viii) The Chairman reported that Ladram Bay had been in touch with Cllr Farrington to try to restrict parking at narrow points on the roads on days when large vehicles were expected to be making deliveries. It was thought better that Ladram should contact the affected householders directly, either by phone or leaflets.

16/159. Parishes Together Fund

In the absence of Cllr Davies it was not possible to discuss the proposed application, though it had not been possible to submit in time for the 4 November 2016 deadline. It was felt essential to have the submission ready for the next deadline in February 2017, otherwise the funding could be at risk.

It was noted that funding had also been granted for the clearance of drains and gullies, in conjunction with East Budleigh Council. As yet, East Budleigh had not been able to appoint a suitable contractor to do the work, but further enquiries were being made.

16/160. Section 106 Funding for the Jubilee Children's Playground

As Cllr Davies was not present there was no report on this project.

16/161. Planning Applications

The Council considered planning application 16/1710/FUL in relation to the application to create a timber day room and other alterations at Anchoring Barn in Ottery Street. There had been no concerns about the related listed building consent, which had been considered at the last meeting (M16/138). The Council had no objections to the application.

There were no objections to planning application 16/2322/TCA, a request to fell and cut some trees at Rosemary Cottage in Fore Street.

It was proposed that one or more councillors should consider planning applications in some detail in advance of meetings, so as to be able to lead the discussion and, as necessary, to make site visits and view full size plans. It was **AGREED** that this would be helpful. Cllr Young agreed to be involved in this.

16/162. EDDC Consultation on Gypsy and Traveller Site Design and Layout Supplementary Planning Guidance

The Council did not have any comments to make on this consultation.

16/163. Budleigh Salterton Neighbourhood Plan

The Council welcomed the opportunity to comment on the pre-submission draft of the Budleigh Salterton Neighbourhood Plan. Members found it a well-presented document, and supported its objectives, in particular the enhancement of recreational facilities; the encouragement for small businesses; maintaining public transport and providing a free car park.

16/164. Neighbourhood Plan

The Council noted that a public meeting had been held on 25 October 2016 in the Village Hall, attended by over 35 residents, at which Tim Spurway, from EDDC, had given a presentation on the reasons for developing a Neighbourhood Plan and the steps needed to set preparation in hand. It was noted that 10 residents had volunteered to serve on the Steering Group. Three councillors were also keen to join the Group, and it was felt that invitations might also be extended to the Church, the Otter Valley Association and Ladram Bay. It was also emphasised that the project had to be community-led, and that it was important that it was not seen as being Council-led.

The Clerk reported that the Neighbourhood Area had been designated in 2014 as the parish boundary.

The Council **AGREED** that the volunteers should be invited to a meeting of the Steering Group as soon as practicable, then the Group would be able to start work.

16/165. Electoral Review of East Devon

The Council considered the Local Government Boundary Commission letter concerning the review of East Devon warding arrangements, together with the map of the existing wards (PC/16/12). It was noted that the areas of East Devon where the population was growing, in particular Broadclyst and Cranbrook, would need to have more councillor representation, while other areas, including Otterton (part of Raleigh Ward) might need to join with other wards or parts of other wards.

Councillors were content with the existing arrangements and would prefer, if possible, to remain in an unchanged Raleigh Ward. If this were not possible, it was felt preferable to be joined with Budleigh Ward, to which there were many natural links, rather than Sidmouth or more distant parishes. It was also considered that there was a good argument for Bicton being in the same ward as East Budleigh.

16/166. Budget and Precept for 2017-18

The Clerk presented a first draft of a budget for 2017-18, based on actual income and expenditure in 2015-16 and estimates for 2016-17 (PC/16/13). It was noted that there had been a number of substantial 'one-off' items of expenditure in 2015-16, and that it was by no means a typical year. The figures for 2016-17 suggested that there would be a reasonable surplus of income over expenditure. It was suggested that funds might be available if the Football Club should apply for support for their new showers and toilets. It was felt reasonable to have reserves equivalent to one year's expenditure. The Council noted the position and

AGREED to discuss again at the next meeting, at which the precept would have to be determined.

16/167. Reports from Councillors with Specific Responsibilities

Councillors reported as follows:

- (i) The Village Green – the Chairman reported that there had been a leaf collection recently.
- (ii) The War Memorial – the grass around the Memorial had been cut in readiness for Remembrance Sunday.
- (iii) Stantyway Recreation Ground – much of the brushwood had been cleared and the hedge would be cut soon.
- (iv) The Jubilee Playground – nothing to report.
- (v) Cemetery – already covered (M16/156).

16/168. Reports on Village Amenities and Bodies

Councillors reported as follows:

- (i) Trees – nothing to report.
- (ii) Footpaths – nothing to report.
- (iii) Contracts and Finance – nothing to report.
- (iv) Ladram Bay – the financial contribution towards the cost of maintaining village footpaths was expected soon.
- (v) Football Club – The Club was seeking financial support in particular for the improvement of toilet and shower facilities. The Council indicated that it would be willing to consider a proposal, and pointed out the other possible sources of funding, such as Sports England, the lottery and EDDC. It was likely that the Club would have to raise matching funding in order to secure grants. It was also noted that a cheque for £150 had been received from the Football Club, though it had not yet been cleared. The Council felt that formalising of the relationship with the Club might not be necessary if a better working relationship could be developed.
- (vi) Raleigh Federation – an update from the school was laid on the table and noted.
- (vii) Twinning – nothing to report.
- (viii) Village Hall – there was to be a Fashion Show on 11 November 2016.
- (ix) Community Shop – Cllr Fudge reported that the Shop wished to have a sign near the bridge giving directions to the shop. The Council supported the idea, and felt that it might also include the pub and the Mill. Permission would be needed from CDE as the sign would be on the Estate's land.

16/169. Police Report

No police report was available.

16/170. County Council Report

No report was available as County Cllr Channon could not be present, due to a recent accident, which had needed treatment in hospital. The Council wished Cllr Channon a speedy recovery.

16/171. District Council Report

District Councillor Jung reported on problems concerned with car parking in the village, and encouraged the Council to address this matter in the Neighbourhood Plan. The Lower Otter Restoration project might increase tourism, which would exacerbate the problem. He also informed the Council that some villages were setting up Resilience Groups to deal with issues such as flooding. Otterton already has a mechanism for dealing with flood alerts, though it is not formalised in this way.

16/172. Correspondence

The Council noted the correspondence received, as set out on the agenda. Cllrs Fudge and Simpson would attend the Devon Highways conference in Exeter on 23 November 2016. The public events relating to the NHS Future Care Consultation were noted. The Chairman and Clerk would attend the Parish and Town Councils meeting at Knowle on 13 December 2016. In addition, the Council noted that the Devon Flood Risk Management Strategy did not include any work in the Otterton area. The Council did not have any comments on the consultations on the Charitable Street Collection Policy or the Community Composting and Recycling Centres.

16/173. Payments and Receipts for October 2016

The October payments and receipts (some of which had been set out in paper PC/16/14) were noted, as follows:

Payments	£
<i>South West Water d/d</i>	<i>5.00</i>
<i>Village Hall – Room Hire July and August Meetings</i>	<i>33.00</i>
<i>Parish Clerk – office and travel expenses – Sept to 11 Oct 2016</i>	<i>42.01</i>
<i>Thorney Tree and Fencing – cemetery hedge cutting</i>	<i>350.00</i>
<i>Clerk’s salary – August and September – and charges</i>	<i>457.72</i>
<i>SLCC Membership – monthly standing order</i>	<i>8.20</i>
Total	895.93
Receipts	
<i>R W Gegg & Sons – re Bridget Pauline Dowell</i>	<i>500.00</i>

<i>A G Real & Sons (monumental masons)</i>	<i>90.00</i>
<i>HMRC – VAT Repayment</i>	<i>10.58</i>
Total	600.58

16/174. Bank Reconciliation

The Council received and noted the half-yearly bank reconciliation (PC/16/15)

16/175. Date of Next Meeting

The Council **AGREED** that the next meeting would be held on Monday 5 December 2016.

16/176. Business for the December Meeting Agenda

It was **AGREED** that the following items of business should be on the next agenda:

- (i) The 2017-18 Precept;
- (ii) Section 106 Funding for the Jubilee Children’s Playground; and
- (iii) The Parishes Together Fund Application

The meeting closed at 9.35pm.

Mike Miller

Clerk to the Parish Council

9 November 2016.