

## Otterton Parish Council

### Minutes of the Meeting of the Parish Council held in the Committee Room of the Village Hall on Monday 5 September 2016

Present: Cllr Ian Simpson (Chairman)

Cllr Tony Bennett

Cllr Andrew Davies

Cllr Tony Farrington

Cllr John Fudge

Cllr John Lister

Cllr Sarah Whittingham

Cllr Roy Young

In Attendance: Mr Mike Miller (Clerk)

County Councillor Mrs Christine Channon

District Councillor Mr Geoff Jung

And 3 members of the public

#### **16/99. Apologies for Absence**

Apologies for absence were received from PCSO Sarah Trayhurn

#### **16/100. Declarations of Interest**

Cllr Ian Simpson declared a familial interest in item 10, hedge cutting (M16/114). There were no other declarations of personal or pecuniary interest from Councillors relating to items of business on the agenda.

#### **16/101. Confidential Items of Business**

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

#### **16/102. Minutes**

The minutes of the last meeting, held on 1 August 2016, were approved as a correct record, and signed by the Chairman.

### **16/103. Stream Stone Trap**

Arising from M16/83, the Council noted that the condition of the stone trap had been reported to Devon CC Highways Department, and was expected to be dealt with soon.

### **16/104. Public Questions and Comments**

Members of the public raised a number of concerns about highways and signage. These were noted and, in particular, County Councillor Mrs Channon undertook to raise the visibility problems on the main road near Brick Cross with East Budleigh Parish Council. The lack of signs warning of cyclists at the bottom of the village was also noted, as was the condition of those at the top of the village. County Councillor Mrs Channon also assured the Council that regular inspections of highways were made and that, in general she was satisfied with the quality of roads in the area.

The problem of dog fouling on the Village Green was also reported. The Chairman undertook to put some marker stencils in place, and County Councillor Mrs Channon indicated that she might be able to help to fund a sign warning dog owners that children played on the Green.

### **16/105. Chairman's Business**

The Chairman reported as follows:

- (i) He was concerned about the number of large caravans approaching the village along Pinn Lane from Sidmouth, and suggested asking Ladram Bay to include advice on their web site and literature to warn of the problems of accessing the area by this route. County Councillor Mrs Channon also undertook to raise this problem with Stuart Hughes.
- (ii) 50 more sandbags had been ordered from EDDC. The Council **AGREED** that residents at risk of flooding should be reminded through the Parish News to have sand available at all times.
- (iii) He proposed and the Council **AGREED** that it would be useful for the Clerk to be a member of the Society of Local Council Clerks, which would provide resources and information, and that the membership fees, which would not exceed £100 per year, should be paid from Council funds.
- (iv) There had been a number of comments about the new road markings at the Brick Cross junction. In particular the arrow guiding traffic into the right turn lane when the Cross was approached from East Budleigh pointed directly towards the exit, and could cause those not familiar with the junction to drive to the right, rather than the left of the island. County Councillor Mrs Channon agreed to raise this with East Budleigh Council.

### **16/106. County Council Report**

County Councillor Mrs Channon was not able to attend the whole of the meeting, so her report was taken early. The main points were:

- (i) She wished to place on record her appreciation of the work of Briony Sharp as Volunteer Footpath Warden over a period of 14 years.

- (ii) There were specific funds available to deal with potholes and the Council was invited to inform her of serious pothole problems.
- (iii) The County Council was preparing a report on the future of small schools in Devon. Cllr Channon urged the Council to consider the future of the school when working on the Neighbourhood Plan.
- (iv) In answer to a question Cllr Channon agreed to contact Clinton Devon Estates about repairing the fence in Park Lane which had been damaged some time earlier by a tree falling.

Cllr Channon left the meeting at this point.

#### **16/107. Proposed Telecoms Mast at Stantyway Recreation Ground**

The Clerk reported that he had been in touch with Ratio Law and had been assured that the legal costs associated with the mast provision were very unlikely to exceed the amount guaranteed by Shared Access Ltd. Having consulted the Chairman, he had informed Shared Access that the Council wished to proceed with the project, and had begun the legal processes to confirm the ownership of the land. The next stage would be a site visit by the telecoms operator. The Council noted the position.

#### **16/108. Parishes Together Fund**

It was noted that the two potential collaborating Parish Councils – Woodbury and Colaton Raleigh – had not yet held meetings to discuss the proposal. It was suggested that letters of support should be sought from the Otter Valley Association and Dr Bridgwater of Clinton Devon Estates.

#### **16/109. Volunteer Footpath Warden**

The Chairman reported that Charlie Varley was happy to take on the role, but was due to have a hip operation shortly, so would not be able to carry out the job fully until he was fit again. Until that time, the Chairman asked all Councillors to help to cover the duties and report any footpath problems to Cllr Young. It was suggested that a meeting should be held with Mr Varley to discuss the role. The Council also **AGREED** that a suitable gift should be given to Mrs Sharp in recognition of her contribution in the role.

#### **16/110. Dog and Waste Bins**

It was noted that the Clerk was to have a further meeting with Martin McGuire from EDDC later in September.

#### **16/111. Section 106 Funding for the Jubilee Children's Playground**

The Chairman, Cllr Davies and the Clerk had held a very helpful meeting with Sulina Tallack of EDDC on 17 August 2016, at which the basis for the Council's Section 106 funding had been explained. At that date the balance of S106 funding available to the Council was some £6k for capital play and £6,300 for capital sport provision. When the North Star development was started a further £17k would be available.

Cllr Davies reported on a number of possible uses for the sport component in relation to the previously discussed problems with the playground, of the uneven and very worn football pitch, with particular problems with the goalmouths. The provision of an astroturf football pitch would cost some £22k, but a rubber matting solution, through which grass could grow could be installed for about £8k. It was felt that the matting solution would be suitable and the Council therefore **AGREED** to authorise the expenditure of S106 funds in this way. It was also **AGREED** to authorise the signing of a grant agreement with East Devon District Council as necessary. Cllr Davies would secure detailed quotes for the work. It was suggested that Ladram Bay might be approached to help to cover the funding gap.

The Council also **AGREED** the proposal to replace the damaged Wendy House from the play element of the funding, and if possible to add some further equipment. The Council **AGREED** to authorise the expenditure of S106 funds in this way and the signing of an appropriate grant agreement with EDDC. The selection of the Wendy House would be made after consultation with the children. The Chairman and Cllr Davies would take this forward.

### **16/112. Planning Applications**

The Council considered planning application 16/1301/FUL for the conversion of barns to form annexe accommodation at Seaview Farm. It was thought that approval had already been given for such a project. The Council **AGREED** to make a site visit on 6 September and, if possible, to meet the applicant, Frances Carter.

The Council also considered planning applications 16/1957/FUL and 16/1958/FUL relating to the proposed extension to the Old Vicarage Care Home in Ropers Lane. It was not clear how this application related to others apparently on the same land. The Clerk reported that Mr Parkin, of Glebefield Care Ltd, had invited members of the Council to attend a presentation and have a site visit on 14 September 2016 at 7pm. The Council was happy with this and all Councillors were encouraged to attend.

The Council noted that the appeal made by Otterton Primary School against the refusal of planning permission for their new multi-use games area had been dismissed by the Planning Inspector.

A number of Councillors expressed concerns about the new arrangements put in place by EDDC for commenting on planning applications. It was often difficult to read and understand the plans on the web site and not all members were able to access the on line data effectively. The Clerk undertook to investigate the possible use of a projector and screen at meetings, though this would not enable proper scrutiny in advance of meetings, as was possible in the past when a paper copy had been sent to the Clerk.

### **16/113. Neighbourhood Plan**

Cllr Fudge reported on this item. It was noted that the Village Hall had been booked for a public meeting on Tuesday 25 October 2016. Invitations to attend would be delivered to all homes in the village. Cllr Fudge would give a presentation to the meeting, followed by time for questions and discussion. Tea and coffee would be provided. It was intended to invite

volunteers to join a Steering Group. It was suggested that Tim Spurway from EDDC should be invited as well as someone from a similar village, which had already produced a plan.

#### **16/114. Hedge Cutting**

Cllr Simpson withdrew for this item and Cllr Fudge took the chair. The Clerk laid on the table a summary (PC/16/05) of the tenders submitted. Although two had been received after the specified date, the Council accepted them. After discussion it was **AGREED** to offer the cemetery hedge cutting to Sam Thorneywork (£350) and the Children's Playground to Wayne Ridge (£700).

#### **16/115. Otter Valley Association Survey of Antiquities**

Cllr Bennett reported that the OVA had published a report of places and buildings in the area which were felt worthy of preservation. The Parish Council had not been consulted or involved in this, but Cllr Bennett had requested a list of the issues relating to the village for consideration at the next meeting.

#### **16/116. Reports from Councillors with Specific Responsibilities**

Councillors reported as follows:

- (i) The Village Green – already covered (M16/104)
- (ii) The War Memorial – Cllr Bennett would clean up the memorial in advance of Remembrance Sunday.
- (iii) Stantyway Recreation Ground – some litter had been dumped in the lower corner of the field. It was thought that netting might need to be put up to stop balls reaching the adjacent pasture.
- (iv) The Jubilee Playground – already covered (M16/111), and there was some minor maintenance which Cllr Davies would deal with.
- (v) Cemetery – Cllr Lister laid on the table a proposed set of regulations for the cemetery. These would be considered in detail at the next meeting.

#### **16/117. Reports on Village Amenities and Bodies**

Councillors reported as follows:

- (i) Trees – an apple tree, which had fallen on the track near Anchoring Cottage had now been cleared.
- (ii) Footpaths – Cllr Young would follow up his request to Richard Spurway for a new footpath map. He also reported that the catch had been removed from the gate in Colaver Lane.
- (iii) Contracts and Finance – nothing to report
- (iv) Ladram Bay – the Chairman would follow up the financial contribution towards the cost of maintaining village footpaths.
- (v) Football Club – Cllr Farrington would follow up the football club and the school financial contributions.
- (vi) Raleigh Federation – nothing to report.
- (vii) Twinning – nothing to report

- (viii) Village Hall – nothing to report.
- (ix) Community Shop – Cllr Fudge reported that there had apparently been some acts of vandalism at the shop. He expected this to be reported to the Police.

**16/118. Police Report**

In the absence of PCSO Trayhurn, the Clerk indicated that there had been 7 reported crimes during July and August, three of which had occurred at Ladram Bay.

**16/119. District Council Report**

District Councillor Jung informed the Council that 10 comments had been submitted to EDDC which were critical of the Ladram Bay development discussed at the last meeting (M16/84). He expected further discussions about this. Several Councillors expressed concerns about the worsening traffic in the village related to Ladram Bay visitors. He also reminded the Council that the next meeting of the Lower Otter Restoration Group would be held on 21 September 2016.

**16/120. Correspondence**

The Council noted the correspondence received, as set out on the agenda, as well as the following:

- (i) Notification of the DALC AGM and Conference on 11 October 2016.
- (ii) An e mail from the Superfast Broadband Project of 30 August 2016 about the programme of updating Devon and Somerset.
- (iii) An invitation to the East Devon AONB Annual Forum on 28 September 2016.

Councillors were asked to ensure that they reviewed their declarations of interests forms as soon as possible.

**16/121. Payments and Receipts for August 2016**

The August payments and receipts (which had been set out in paper PC/16/06) were noted, as follows:

<b>Payments</b>	<b>£</b>
<i>South West Water d/d</i>	<i>5.00</i>
<i>N Devon Council: Clerk's salary: June and July (inc admin charges)</i>	<i>457.72</i>
<i>St Michael's PCC – Devon CC Open Gardens Contribution</i>	<i>250.00</i>
<i>(received from Devon CC – 1 July 2016)</i>	
<b>Total</b>	<b>712.72</b>

**Receipts**

<i>R W Gegg &amp; Sons – David John Hemming interment</i>	<i>230.00</i>
<i>Orchard Memorials – Headstone engraving – re Philippa Jane Gould and Gwilym Ann Price</i>	<i>125.00</i>
<b>Total</b>	<b>355.00</b>

**16/122. Bank Reconciliation for Quarter 1 – 2016-17**

The Council received and noted an income and expenditure statement for quarter 1, together with a bank reconciliation (PC/16/07).

**16/123. Date of Next Meeting**

The Council **AGREED** that the next meeting would be held on Monday 3 October 2016.

**16/124. Business for the October Meeting Agenda**

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

- (i) The OVA Survey of Antiquities;
- (ii) The Shared Access proposal for the telecoms mast;
- (iii) The proposed Cemetery Regulations;
- (iv) The Purchase of Equipment for the Jubilee Playground; and
- (v) Litter and Dog Bins.

The meeting closed at 9.45pm.

Mike Miller

Clerk to the Parish Council

6 September 2016.

