

Otterton Parish Council

Minutes of the Meeting of the Parish Council held in the Committee Room of the Village Hall on Monday 9 January 2017

Present: Cllr Ian Simpson (Chairman)
Cllr Tony Bennett
Cllr Andrew Davies
Cllr Tony Farrington
Cllr John Fudge
Cllr John Lister
Cllr Sarah Whittingham (M17/09 – 17/24 only)
Cllr Roy Young

In Attendance: Mr Mike Miller (Clerk)
County Councillor Mrs Christine Channon (M17/09 -17/11 only)
and 6 members of the public

17/01. Apologies for Absence

Apologies for absence were received from District Councillor Geoff Jung.

17/02. Declarations of Interest

Cllr Davies declared that, in relation to planning application 16/1709/FUL, he was an employee of Ladram Bay. There were no other declarations of personal or pecuniary interest from councillors relating to items of business on the agenda.

17/03. Confidential Items of Business

Under Section 100(A)(4) of the Local Government Act 1972 the Council **AGREED** to consider the Clerk's Report in Private Session (Part B). The public (including the press) would be excluded from the meeting for this item.

17/04. Membership of the Council

The Council noted the resignation of Jerry Fry as a Councillor on 10 December 2016. The Chairman thanked him for his work for the Council. The vacancy resulting had been advertised on notice boards and on the village web site as required by East Devon District Council. As the Council had been informed that a candidate could be co-opted, the Council **AGREED** the co-option procedures proposed (PC/17/01).

17/05. Minutes

The minutes of the last meeting, held on 5 December 2016, were approved as a correct record, and signed by the Chairman.

17/06. Village Working Party

Arising from M16/182, it was noted that that the working party had not been able to tackle any projects on 10 December 2016, principally due to bad weather. It was hoped to arrange for some further work to be done on Saturday 28 January 2017.

17/07. Notice Board at Cross Trees

Arising from M16/191, the Clerk reported that a new notice board had been ordered and delivery was expected in late January 2017. Iain Ure, who had originally proposed the replacement of the existing board had contributed £256 towards the cost, for which the Council was very grateful.

17/08. Planning Application 16/1709/FUL

Arising from M16/192, it was noted that the Development Management Committee at EDDC would be considering the application on 10 January 2017. District Cllr Jung had indicated that the Planning Officer would be recommending approval of the proposals, despite there being a number of objections. Cllrs Bennett and Fudge would attend the DMC meeting.

17/09. Public Questions and Comments

Members of the public raised the following matters:

- (i) Mr Parkin questioned the accuracy of two elements of the minutes of the last Council meeting; the Council did not accept this and confirmed the minutes;
- (ii) The arrangements for the Reindeer Run were criticised, in particular the apparent interruption of bus services into the village for a time; these points were noted by John Hiles, who would be organising the event in future, and who was present at the meeting. It was suggested that problems with bus services could be resolved by holding the run on a Sunday;
- (iii) It was suggested that a record should be kept of occasions when the village was affected by floods, in particular when the road was impassable. The Council **AGREED** that this would be useful; and
- (iv) Mr Parkin commented on the enquiries made to the EDDC Planning Department about the status of work being done at Oak Cottage, and asked if the Council had any questions about developments alongside Cold Hayes Cottage. There were none.

17/10. Chairman's Business

The Chairman reported on the following:

- (i) A national event, the GB Spring Clean, was being held from 3 to 5 March 2017, to try to encourage residents to tidy their communities; this was being supported by EDDC. The Council **AGREED** to hold the annual litter pick as part of this event;
- (ii) The Clerk had attended a meeting for Chairs and Clerks of Councils at EDDC on 13 December 2016. Of particular interest was a presentation by Cllr John Hart, the Leader of Devon County Council, whose main message was that funding would become increasingly difficult and that communities would have to become more self-reliant in dealing with a range of matters;
- (iii) The next meeting of the Lower Otter Restoration Project Stakeholder Group would be held on 1 February 2017. If he was not able to attend because of work commitments Cllr Simpson would ask another member to take his place; and
- (iv) The road works in Ottery Street on the nights of 13 and 14 December 2016 had been very disruptive for residents, with noise and lights continuing long after 11pm when it was understood that work in residential areas should stop. Cllr Simpson had been in touch with SW Highways about this, but had not yet received a satisfactory explanation of the problems. Cllr Channon indicated that she would look into this.

17/11. County Council Report

Cllr Channon reported that she had written a letter of support for the plant and animal signage proposal. She also reported on matters relating to the school, of which she was now acting Chair of Governors. Cllr Channon had asked the school to let the Parish Council have a copy of their Emergency Plan. Cllr Channon also reported that there had been some staffing problems at the school; she had arranged to have a meeting with parents on Thursday 12 January to explain these issues and reassure them. The Council noted the report.

17/12. Parishes Together Fund – Plant and Animal Signage

The Clerk reported that he and Cllr Davies had met in December to progress the application. Letters of support were being requested from a number of local bodies and organisations, and Clinton Devon Estates had been asked formally for permission to locate the signs on their land. A further quote for the signs had been received. It was confirmed that the oak blocks would be available at no cost.

17/13. Section 106 Funding for the Jubilee Children’s Playground

Cllr Davies reported that he had sent Sulina Tallack at EDDC a note of his conversation with the children; she would shortly be advising on the requirements for procuring the Wendy House. EDDC required the Council to have 3 written quotations for the rubber matting; that process was in hand.

17/14. Planning Matters

The Council considered the East Devon Infrastructure Delivery Plan Review, but had no comment to make as it did not have any significant impact on the village.

17/15. Football Club

Shelley Matthews, who was responsible for fundraising for the football club, attended the meeting and presented a request for a grant of £1,480 towards the cost of repairs to the club house and pitch. Her full proposal is on file. The specific requirements were new showers, plastic sheeting to provide cover for spectators, goal nets and stanchions and better lighting for evening training. Club members with specific skills had indicated that they would be willing to do the installations free of charge. Councillors were keen to see facilities at Stantyway improved, and felt that the application was reasonable given the nature of the improvements needed. After discussion, it was **AGREED** to make an interim grant of £700, as seed-corn, to enable work to start on the showers with 2 conditions – that the club must also seek other sources of funding, such as the Norman Trust, Tesco Community Funds and grants available from EDDC, and that a standing order be set up for the payment of the club's annual contribution to the Council.

The Council also reiterated its request to the club to observe the reasonable requirement that vehicles were not taken on to the recreation ground. It was suggested, however, that rubber matting or gravel might be laid in a small area to allow parking.

17/16. Reports from Councillors with Specific Responsibilities

Councillors reported as follows:

- (i) The Village Green – the Chairman reported that there had been some complaints about children playing ball games on the Green. CSD Groundworks had repaired the post, which had become loose, without charge, for which the Council was very grateful.
- (ii) The War Memorial – Cllr Bennett reported that the wreaths laid on Remembrance Sunday had been secured.
- (iii) Stantyway Recreation Ground – see above (M17/15)
- (iv) The Jubilee Playground – nothing to report.
- (v) Cemetery – it was reported that the new wheelie bin had not been emptied; the Clerk would investigate.

17/17. Reports on Village Amenities and Bodies

Councillors reported as follows:

- (i) Trees – nothing to report
- (ii) Footpaths – Cllr Young reported on a number of examples of damage to gates, finger posts and tracks which were thought to have arisen from hedge cutting machinery. He had taken up these matters with Clinton Devon Estates. It was also reported that contractors who had trimmed trees and hedges did not appear to have cleared away the clippings, which in some cases had been washed into the road during heavy rain.
- (iii) Contracts and Finance – nothing to report.
- (iv) Ladram Bay – the financial contribution towards the cost of maintaining village footpaths had still not been received.
- (v) Football Club – already covered (M17/15)

- (vi) Raleigh Federation – Cllr Whittingham read a full report from the Head Teacher. A number of exciting initiatives were noted, but the Council was concerned that pupil numbers were falling and a number of staff were reported to have left.
- (vii) Twinning – nothing to report.
- (viii) Village Hall – Cllr Fudge reported that the AGM would be held on 25 January 2017.
- (ix) Community Shop – nothing to report

17/18. Police Report

No police report was available.

17/19. District Council Report

District Councillor Jung was not able to be present, but he had provided a short note about the Ladram Bay planning application (see M17/08).

17/20. Correspondence

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

- (i) **AGREED** not to make a comment on the EDDC PSPO consultation of 21 December 2016; and
- (ii) Noted that, arising from the notification of the availability of funding to help to combat flooding, the Clerk had applied for £1,071 towards the cost of a number of items of equipment.

17/21. Payments and Receipts for December 2016

The December payments and receipts, which had been set out in paper PC/17/02, were noted, as follows:

Payments	£
<i>South West Water d/d</i>	<i>5.00</i>
<i>Village Hall – Room Hire November Meeting</i>	<i>11.00</i>
<i>Parish Clerk – office and travel expenses – 11 Oct to 30 Nov 2016</i>	<i>49.27</i>
<i>Clerk’s salary – October and November – and charges</i>	<i>457.72</i>
<i>SLCC Membership – monthly standing order</i>	<i>8.20</i>
<i>Hedge cutting – Gordon Sage</i>	<i>90.00</i>
<i>1+1 – Ro Smith – web site hosting 2016-17</i>	<i>44.93</i>
<i>Village Hall – Committee Room hire for NPSG</i>	<i>11.00</i>
Total	677.12

Receipts

<i>Palmers Funeral Service – memorial for Susan Ann Packham</i>	<i>70.00</i>
<i>Orchard Memorials – memorial for Walter and Lilian Reynolds</i>	<i>35.00</i>
Total	105.00

17/22. Date of Next Meeting

The Council **AGREED** that the next meeting would be held on Monday 6 February 2017.

17/23. Business for the February 2017 Meeting Agenda

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

- (i) The Football Club grant application;
- (ii) Section 106 Funding for the Jubilee Children’s Playground; and
- (iii) The Parishes Together Fund Application

17/24. Clerk’s Business

Mike Miller reported that, after a great deal of thought, he had decided to stand down as Parish Clerk. He had given 12 weeks’ written notice to the Chairman and would leave at the end of March 2017. He added that he had thoroughly enjoyed working for the Council, but could no longer devote the time required to the post.

The Council warmly thanked Mr Miller for his work as Clerk.

The Council discussed the arrangements needed to recruit a new Clerk and **AGREED** that the present number of contractual hours of 5 per week was too low and should be increased to 8. It would be necessary to put an advert in the local press and on notice boards and the web site. Others who might be interested in the post would be contacted and invited to apply.

The meeting closed at 9.15pm.

Mike Miller

Clerk to the Parish Council

10 January 2017

