

# Otterton Parish Council

A **Meeting** of Otterton Parish Council will be held on **Monday 8 May 2017** at 7.15pm in the Committee Room of Otterton Village Hall.

All members of Otterton Parish Council are summoned to attend the meeting  
Members of the public and the press are welcome to be present

## Minutes

The meeting was attended by:- Cllr John Fudge (Vice Chair), Cllr John Hiles, Cllr Tony Farrington, Cllr Roy Young, Cllr Ian Simpson (Outgoing Chair), DCllr Geoff Jung, Francesca Mills Clerk and 3 members of the public.

*The Vice-Chairman will take the Chair for agenda items 1 and 2*

### **1. Apologies for Absence**

John Lister, Tony Bennett.

### **2. Election of Chairman**

To elect a Chairman for 2017-18 – No member of the Council was willing to stand as chair.

**Clerk to seek advice of the action to be taken regarding the none election of a Chair Person and to subsequently advise Council.**

*As there was no Chair in place the Vice Chair continued to chair the meeting.*

### **3. Election of Vice-Chairman**

To elect a Vice-Chairman for 2017-18. John Fudge was proposed by Ian Simpson, accepted the position and duly signed the Vice-Chairman's Declaration of Acceptance of Office.

### **4. External Bodies postponed until election of Chair. *It was agreed by the Council that the appointment of representatives to external bodies would be deferred until the next meeting.***

To appoint representatives to external bodies for 2017-18

Current appointments are as follows:

- (i) Scouts and Guides – Cllr Bennett
- (ii) Garden Society – Cllr Young
- (iii) Twinning – Cllr Bennett
- (iv) Village Hall Committee – Cllr Fudge
- (v) Football Club – Cllr Farrington
- (vi) Raleigh Federation – Cllr Whittingham
- (vii) Village Shop – Cllr Fudge
- (viii) Ladram Bay – Cllr Bennett
- (ix) Footpath Warden –
- (x) Relief in Need Charity – Mr Dickens, Mrs Barlow and Mrs Millington

### **5. Committees postponed until election of Chair.**

To appoint members to committees for 2017-18

Current responsibilities are as follows:

- (i) The Village Green – Simpson

- (ii) The War Memorial – Cllr Bennett
- (iii) Stantyway Recreation Ground – Cllrs Simpson
- (iv) The Jubilee Playground – Andrew Davies
- (v) Cemetery – Cllr Lister
- (vi) Contracts and Finance – Cllr Fudge
- (vii) Footpaths – Cllr Young,
- (viii) Trees – Cllr Simpson assisted by **Mr Greenhow as the Warden**

*In the absence a Chair the remaining members of the PC and the Vice Chair of the Council agreed to review the items on the agenda and listen to the points raised by the members of the public.*

## **6. Declarations of Interest**

To receive declarations of personal and pecuniary interest from Councillors relating to items of business on the agenda. *Whilst not a Councillor, on the basis of transparency the Clerk Fran. Mills asked for an interest to be noted in the item relating to Little Otters Pre-school.*

## **7. Confidential Items of Business**

*It was agreed that one item of correspondence would be reviewed in confidence.*

## **8. Minutes**

The minutes of the meeting held on 3rd April 2017 were received and found to be a correct record of the meeting, they were signed by the Vice Chair.

## **9. Annual Parish Meeting**

The minutes of the Annual Parish Meeting held on 10 April 2017 were received and found to be a correct record of the meeting.

## **10. Public Questions and Comments**

Comments from members of the public.

A member of the public noted his disappointment at the number of attendees at the meeting.

The figure for which Compulsory competitive tendering needs to take place was discussed. The current figure for tendering is now £1000. Quotes currently go to clerk and these are discussed at the next meeting. It was stated that specifications are matched and that the best value quote is accepted. This may not always be the cheapest.

The Council were reminded about the importance of attention to detail. **Clerk to check figure.**

Also noted:- National cycle route signs both facing in same direction and need to be turned to reflect correct direction. Give way sign in wrong direction at the bottom of Bell Street. **Clerk to contact highways**

Horse riding on path, fouling on pavement: **Clerk to find which bylaws give guidance on this.**

A member of the public stated that Otterton is losing its identity to Ladram. Visitors now see the village as a transition road to Ladram and as the holiday park grows the village will in effect be 'swallowed up'. The Council discussed the need to balance the need for employment and tourism with the effect of development of Ladram bay on the Village and surrounding countryside. The members of the public were encouraged to note their concerns in the Neighbourhood plan survey which would be issued soon. This plan will eventually decide the future direction of development within the village.

Lines on road next to stream have people parking on them forcing people into the road. Obstructing the public highway – **Clerk to report problem to the police.**

Road sweeper to notify when they are coming so house holders can be warned to move cars: **Clerk to talk to public highways.**

A member of the public asked what skills the Council brought to the agreement of planning applications. – The pc does not have architectural skills but they consider the aesthetic/fit to the village of the plan. Consider Ladram effect railroaded.

#### **11. Chairman's Business**

To receive a report from the outgoing Chairman & receive a report from the new Chairman  
None

#### **12. Annual Return and Audit – 2016**

To note the timescale and arrangements for the audit.  
Clerk is currently working on these and has contacted David Hichcliffe to audit the accounts and return.

#### **13. The Review of the Emergency Plan;**

To consider any review of the plan:- Only needs name of new chairman

#### **14. Planning Applications**

To consider any other planning applications received:- None  
**Clerk to find out what is being built at 3 corners as it is believed there is no planning permission in place**

#### **15. Section 106 Funding for and issues arising from the inspection report on the Jubilee Children's Playground;**

**25% 6k on play equipment, 6k on surface. Clerk to find out who is the East Devon rep re playgrounds. Cllr Fudge offered to get quotes for repair of equipment.**

#### **16. Little Otters request for Funding**

Fran explained to the Council the Pre-school's current need for support. A decision was deferred pending receipt of quotes for the alterations that need to be completed before the pre-school can move into premises at Drakes School.

#### **17. Police Report**

None available.

#### **18. District Council Report (Geoff went first due to time constraints)**

Congratulations Claire Wright, successful Independent Candidate in the Local Elections. Claire did not attend meeting as she is standing for MP which may have an implication on her role the situation to be reviewed on result.

Planning Application for the Old Vicarage:- Barn and Cottage in different curtilage. Old Vicarage is listed other building not. Previous applications agreed in principal that building can be knocked down difficult to object now. Retention of wall retains character. Discussion re: ownership of land and listed building curtilage.

Ladram bay: Footpath next to drive down – needs planning permission. They have been told to stop but works continues

Lower Otter Restoration Project. Otterton to receive benefits and none of the drawbacks.

DClr Jung stated that he has enjoyed the OPC meetings and looks forward to working with new officers.

#### **19. Correspondence**

To deal with any correspondence received  
None except a letter to be dealt with in part 2.

#### **20. Clerk's Business**

To decide on the fitting of a notice board to the Cross Tree bus shelter, to be discussed at the next meeting.  
Clerk to inform Mr Smith who owns The Forge that the old notice board can be removed.

New Recycling & Waste Service to commence shortly.

## **21. April Payments and Receipts**

To note payments and receipts

<b>Payments</b>	<b>£</b>
<i>South West Water d/d</i>	<i>5.00</i>
<i>North Devon Council Clerks Salary Feb &amp; Mch</i>	<i>457.72</i>
<i>Baker Electrical Ltd – installation of defibrillator housing</i>	<i>89.74</i>
<i>WD Ridge Playground hedge cutting</i>	<i>700.00</i>
<i>DALC – Annual Subscription</i>	<i>147.58</i>
<i>EDDC Cemetary bin charges 17/18</i>	<i>196.00</i>
<i>Total</i>	<b><i>1494.94</i></b>

## **Receipts**

*To come*

*A bank mandate was signed by Cllr Fudge and Cllr Young to remove Mike Miller from the bank signatories and add Mrs F Mills*

## **22. Date of Next Meeting**

To agree that the next meeting will be held on Monday 6 June 2017

Meeting closed at 20.30

Fran Mills

Clerk to the Parish Council

27 April 2016