

Otterton Parish Council

The meeting of Otterton Parish Council was held on **Monday 3rd July 2017** at 7.30pm in the Committee Room of Otterton Village Hall.

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

Minutes

Present: Cllr Hiles- in the Chair, Cllr Young, Cllr Lister, Cllr Simpson, Cllr Bennett, Valerie Pride, DCllr Jung, 3 members of the public, Fran Mills Clerk. CCllr Wright joined the meeting at section 7.7.17

1. Apologies for Absence

The PC accepted apologies from Cllr John Fudge and Cllr Tony Farrington.

2. Declarations of Interests

There were no declarations of personal and pecuniary interests relating to items of business on the agenda

3. Confidential Items of Business

There was no business that needed to be dealt with in confidence

4. Minutes

The PC resolved to sign the minutes of the meeting held on 12th June 2017 as a correct record of the meeting.

The following items arose from the minutes:-

- (i) Mrs Val Pride was proposed to fill one of the casual vacancies on the PC. Proposed by Cllr Bennett and seconded by Cllr Young therefore she was welcomed to the Council. The other Casual Vacancy to be advertised on the Parish notice board and in the Parish news.
- (ii) Arising from M17/34, to note the outcome of the Parishes Together Fund application – plant and animal signage. The meeting **agreed** that to expedite this matter the Clerk would speak to Sam Bridgewater and obtain quotes and plans for the next meeting. All correspondence on this matter to be copied to Woodbury PC as partners in this application.
- (iii) Newton Poppleford seeking co sponsor on a reciprocal basis for £50 which would be spent on a defibrillator in Newton Poppleford. After some discussion DCllr Jung suggested that Woodbury PC could work with Newton Poppleford PC on this Parishes Together Application as they also wish to buy a defibrillator. This was **agreed** as a positive outcome.

5. Public Questions and Comments:- *Items for Discussion and Decision*

- **Cemetary bin not emptied:-** *this is expected to be done tomorrow (Tuesday)*
- **Strimming of cemetery has damaged some shrubs:-** *It was agreed that a note should be sent, by the clerk, to the contractor asking him to take more care.*
- **Stream- hole in the walls –** *Clerk to ask CCllr Claire Wright to bring to attention of Highways.*
- **Lane up to water works pitted and dangerous. Smell from waterworks offensive** *Clerk to ask CCllr Claire Wright to bring to attention of Highways.*
- **A member of the public commended CCllr Claire Wright for arranging the fixing of leak on Maunders Hill.**

- ***In St Michael's Churchyard- both trees and vegetation overgrown and in need of cutting back. Trees overhanging Maunders Hill and thought to be overhanging the playground of Otterton School. Clerk to bring this to the attention of PCC and explain that funding available for maintenance.***
- ***Minutes on web site. Clerk to ensure all documents loaded on website to comply with Transparency rules.***
- ***Children on green thought to be causing damage to trees and property. Clerk to put message in Parish News asking for trees and property to be respected by all users.***
- ***Once again the matter of the public parking on chevrons in High Street, causing difficult passage, was brought to the attention of the PCI.***
- ***Railway bridge, listed and no longer owned by the railways. Clerk to seek support from CClr Wright for Highways to undertake an assessment of weight limits for bridges due to large vehicles entering the village***
- ***Contractors speeding through village often on phones if evidence is given police will act.***

6. Chairman's Business

- No report from the Chairman on this occasion.
- To set a date for Stream Cleaning. Previous working party disappointing turnout next one to be widely advertised.
Working party beginning of September (2nd September): Clerk to note in parish newsletter, notice board, school newsletter
- Sports Equipment Fund (see note 7(ii) below.)

7. Items from Previous Meetings

- To consider further the use of Section 106 funding for the Jubilee Children's Playground. Replacement of seesaw and Wendy house. It was **agreed** that Cllr Simpson would obtain quotes for the next PC meeting.
- It was **agreed** that £240 of Sports Equipment Fund would be spent on new goals for Stanyway Field. Quotes for wooden goals for Jubilee Playground would be obtained by Cllr Hiles. It was also **agreed** to spend £30 to scarify surface of football field on Jubilee Playground.
- Cllr Hiles reported that main subjects at Otter Exe meeting were Transparency/Budgets/Emergency Plan, more details to PC when minutes are received.
- In the absence of Cllr Farrington CClr Claire Wright reported that:-
 - Regarding property in Lea Road, Mike Brown from Highways confirms that it is difficult to determine ownership of pavement.
 - Junction turning from Bell Street into Lea Road – nothing to be done at present. Road signs need to be 70% eradicated before action and this is likely to be rectified in next year.
 - Road markings at Brick cross difficult to change Mike Brown will pursue although previously rebuffed.

8. Footpaths & PROW

The PC considered content of letter from Mrs Briony Sharp to EDDC which duplicated many of the items dealt with by Cllr Young earlier in the season.

It was **agreed** that:-

- The PROW Maintenance balance of £825.00 should be shown as a separate item in the PC accounts.
- That funding to match donation made by Ladram Bay into PROW Maintenance account was not currently appropriate
- It was noted that the broken fences on park lane are now mended by anonymous benefactor.
- It was agreed that Clerk would send email to Mrs Sharp thanking her for her interest and confirming that first point of contact for PROWs and footpaths should be PC.
- It was also noted that cutting in conservation areas will not now happen until end of season.

9. Planning Matters

No new applications

It was noted that EDDC had not received confirmation of 'no objection' to planning applications for:-

Tree on watering court trimming – no objection

Bell Street – no objection

Mill steps – no objection.

Clerk to resend.

10. Annual Return and Audit – 2017

It was noted that the Internal Audit has been completed and duly sent for external audit. Recommendations from internal audit:-

- Monthly account of entries to be agreed with bank account and signed in confirmation by Chair in PC Meeting.
- Budget, Fixed asset Register and Risk Assessments all to be reviewed in same meeting, agreed and minuted.

11. Ladram Bay

Committee meeting at Ladram to be preceded by meeting in Village Hall Committee room at 9.30 a.m on Thursday 6th July.

12. New Notice Board

It was agreed that Cllr Simpson would arrange for Notice Board to be erected in Bus shelter without delay.

13. Emergency Plan

It was noted that emergency plan should include details of location of sandbag filler for use by the community.

14. Reports from Councillors with Specific Responsibilities

- (i) The Village Green – Cllr Simpson. Nothing to report
- (ii) The War Memorial – Cllr Bennett. Wreaths removed no problems
- (iii) Stantyway Recreation Ground – Cllr Simpson Bonfire getting large not suitable time for burning.
- (iv) The Jubilee Playground – Cllr Fudge
- (v) The Cemetery – Cllr Lister. Bin is overflowing see note above.

15. Reports on Village Amenities and Bodies

- (i) Trees – Cllr Simpson
- (ii) Footpaths – Cllr Young Report Roy provided information about broken steps on bridge which has been reported. Toby Taylor confirmed to do cut shortly
- (iii) Contracts and Finance – Cllr Fudge
- (iv) Ladram Bay – Cllr Simpson Nothing
- (v) Football Club – Cllr Farrington ongoing.

- (vi) Raleigh Federation – Cllr Hiles. Transition activities ongoing, whole school walk Monday 17th July along river.
- (vii) Twinning – Cllr Bennett. French to visit 25 – 28 August.
- (viii) Village Hall – Cllr Fudge
- (ix) Community Shop – Cllr Fudge, In Cllr Fudge's absence Cllr Pride informed meeting that shop is exceeding targets and continues to run in credit.

16. Police Report

No Police Report available at this meeting.

17. County Council Report

Cllr Wright noted that the perception of the PC is that traffic and speeding are a problem in the village. To improve this Cllr Wright suggested the installation of a 20 mile an hour zone with flashing speed sign. The meeting resolved that Cllr Wright be asked to make enquiries into the cost and feasibility of this scheme. Proposed by Cllr Bennett and seconded by Cllr Young
Cllr had spoken to HT of Raleigh federation about concerns regarding traffic in the village however her concerns related more to congestion.

It was noted that the cost of a flashing speed sign would not be insignificant however there is the possibility of joint funding between Cllr Wright & PC.

It was **agreed** that Clerk would send Cllr Wright Ian Birches details as comments in the NP questionnaires could add weight to the proposal.

Continuing discussion re: hospital bed closures.

18. District Council Report

To receive a report from District Councillor Geoff Jung

See planning notes

02 mast to be erected in Church tower at St Michael's, planning proposal in place.

Boundaries commission has confirmed that Otterton & Colaton Raleigh to go in with Budleigh Salterton Lower Otterton Restoration project public exhibition will take place on 5th July between 12.00 – 7.00 p.m

19. Correspondence

To deal with any correspondence received: See section on Footpaths & PROW

20. Financial Matters

Payments and receipts for June 2017 noted (attached and duly signed)

21. Items for the Next Agenda

To identify items for consideration at the next meeting

- Emergency plan
- 20 mile an hour zone.
- Sports zone 106 funding
- Parishes together funding.
- Response to casual vacancy advert
- Feedback from Ladram bay meeting.
- EDDC Street scene. Area behind Ropers Court garages needs cleaning DCLLR Jung to progress.

22. Date of Next Meeting

It was agreed that the next meeting will be held on **Monday 7th August 2017**

The meeting closed at 9.30 p.m

Fran Mills - Clerk to the Parish Council: 4th July 2017

DRAFT