

# Otterton Parish Council

A **Meeting** of Otterton Parish Council was held on **Monday 2<sup>nd</sup> July 2018** at 7.30pm in the Committee Room of Otterton Village Hall. 8 members of Otterton Parish Council were in attendance.

1 member of the public was made welcome as were 3 Councillors from Budleigh Salterton and East Budleigh. Mr Iain Ure also joined the meeting at 9.00.

## Minutes

1. **Apologies for Absence:-** Cllr John Hiles and Cllr Claire Wright

**In attendance:-** Cllr Fudge in the Chair, Cllr Wilson, Cllr Pride, Cllr Bennett, Cllr Young, Cllr Lister, Cllr Simpson, Cllr Farrington, Fran Mills as Clerk

2. **Declarations of Interests:** Cllr Fudge in item 10.

3. **Confidential Items of Business: One item.**

4. **Minutes:** The minutes of the meeting held on 4<sup>th</sup> June 2018 were signed as a correct record of the meeting. No matters arising from the minutes, were not found on the agenda.

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

**A member of the public detailed the Stage 2 complaint response he had received in connection with the junction at the bottom of Bell Street: Removal of stop sign, give way sign brought forward. The complaint was partly upheld due to worn markings but thought to be no risk. Mike Jones of Highways confirmed that junction was configured in the correct way. The member of the public is continuing to take issue with this item. It is recognised by the PC and others that until there is a fatal accident Highways will not act. A suggestion was made to join Budleigh traffic forum and the clerk will look into this.**

6. **Chairman's Business:** To receive a report from the Chairman. John to send.

Broken blocks need to be removed from the stream outside the Kings Arms in the High Street. Clerk to bring to the attention of Highways.

Collapsed kerb stone?????.

Broken bridge post. – Cllr Simpson has agreed to mend this/ Cllr Simpson was also thanked for his efforts in strimming the verges in Ottery Street.

EDDC – vacancy on Standards committee, if any Cllrs interested please advise Clerk.

13<sup>th</sup> October National Conference in Milton Keynes. Consideration given to possible attendance.

Change of bin needed for 'The Green' as this is used for general rubbish and dog poo which causes an offensive smell. Cllr Tom Wright to assist.

7. **DPO** – Clerk presented a paper as used by Budleigh Salterton Town Council for consideration by the PC. Cllr Wilson was asked to review paper in light of OPC requirements.

### 8. **Items from Previous Meetings**

- To consider further the use of Section 106 funding to provide skateboard/scooter facilities for the older children in the village. Clerk was asked to review the suggestions for activities in the Neighbourhood

plan and obtain relevant quotes. It was also suggested that quotes be obtained for a multi discipline pitch surface.

Cllr Tom Wright suggested that an advert is put in the parish magazine regarding the Youth club at the Venture Hall in B/S and consideration is to be given to ways of transporting children to enable attendance.

- Flower pots on Green – Slightly above budget costing £389 Council agreed to refund expenses by way of cheque to Cllr Fudge and Cllr Pride.

A stone pots from the Green has disappeared, Cllr Pride is working on improving the look of the front of the green.

Change of bin for the green needs different design Cllr Tom Wright to assist.

Old Flower pots to be offered to the church and this offer was gratefully accepted.

## 9. **Ladram Bay.**

Consider any further developments regarding retrospective planning applications.

Update on further/outstanding planning applications

Decision on Service yard due in early August, other retrospective items should be in planning systems by end of next week.

This will include:- area on beach, 3 caravans outside boundary, footpath issue, splash area, area behind service yard which needs planning.

Tents now in field, this must be explored as it was thought that this was a parking area.

Increased size of units is bringing additional cars through the village, however it is recognised that the site is well run and improved facilities keep visitors on site rather than increasing daily traffic through village. Cllr Fudge & Cllr Hiles met with General Managers of Ladram Bay for an update on site and village matters. The meeting was cooperative.

## 10. **Planning:** 18/1320/LBC - Willow Cottage 41 Ottery Street Otterton Budleigh Salterton.

Unanimously agreed as non contentious, clerk to load on planning portal.

## 11. **Cemetery Guidelines:** Consider progress in drawing up guidelines, Clerk to look at St Peter's burial ground guidelines to see if these could work for Otterton PC

## 12. **Stantyway Recreation Field**

Consider progress with Tenancy Agreement & report on current maintenance of field.

Agree actions following meeting at Stantyway Recreation Field regarding the planting of memorial trees.

Discussion regarding existing bylaw for non parking on Stantyway – (Bylaws have now been replaced by Public Space Protection Laws), consideration given to the use of 106 funding or other funding to create parking areas.

Consideration for key to be given to football club to enable them to park but to keep gate shut when field not in use. Consideration to be given to the use of 106 funding at the field for the benefit of the village and to make the field available for other users.

Agreement to plant oak tree - awaiting advice from tree specialist for type of oak. (Luccombe Oak a possibility)

13. **Pathways and PROW:** Mr Iain Ure was welcomed to the meeting and thanked for volunteering to take on the Volunteer role of PROW & Pathways A meeting has taken place between Mr Ure and Cllr Young to update on matters relating to PROW & Footpaths and to explain funds help by PC for upkeep.

**14. Reports from Councillors with Specific Responsibilities**

- (i) The Village Green – Cllr Simpson
- (ii) The War Memorial – Cllr Bennett
- (iii) Stantyway Recreation Ground – Cllr Simpson
- (iv) The Jubilee Playground – Cllr Fudge requests that Halcyon Landscapes are asked to quote for trimming hedge.
- (v) The Cemetery – Cllr Lister reports that hedge needs trimming in next couple of months Clerk to ask Halcyon to quote.

**15. Reports on Village Amenities and Bodies**

- (i) Trees – Cllrs Simpson
- (ii) Footpaths – Cllr Young
- (iii) Contracts and Finance – Cllr Fudge
- (iv) Football Club – Cllr Farrington Dug outs on platforms. Extend the cut around the pitch
- (v) Raleigh Federation – Cllr Hiles
- (vi) Twinning – Cllr Bennett Visit to France which was enjoyed by all.
- (vii) Village Hall – Cllr Fudge
- (viii) Community Shop – Cllr Fudge Shop going well, turnover increasing. Proposed bench outside shop Suggestion that ‘men in sheds’ are requested to build an appropriate bench for this area. Other quotes to be obtained. Request for memorial benches.

16. **Police Report:** No police report - update from Tom Wright. Policy not to provide reports. Police crime Commission to provide more news – connectivity/ more PCSO. 1k less police since 2010/budgets cost consideration.

17. **County Council Report:** To receive a report from County Councillor Claire Wright - Not available.

18. **District Council Report:** To receive a report from District Councillor Mr Geoff Jung (Last year) Greendale continues to be a challenge, tree plan in place. Behindhays development has started. Lane has to be returned to previous condition.

19. **Correspondence:** None

20. **Financial Matters:** To receive a note of payments and receipts for June 2018

**Invoices to be paid following meeting 4<sup>th</sup> June 2018:-**

<b>Outgoings</b>		Opening Balance £19254.45
SWW	Water for cemetery annual Fee Paid monthly £5 by d/d	£5
NDC chq no. 1501	Clerks wages paid every 2 months	£698.19 (£349.10 monthly)
1436 Ian Simpson	Materials for planters on green	£150.42
1440 Devon Signs	No parking sign for Otterton Green	£40.80

1503 Wayne Ridge	Grass cutting 2017	£2335.00
1504 ICO		£35.00
<b>Incomings</b>	Cemetery Fees	£100
		Closing balance £16095.04

It was agreed that all invoices were to be paid as per schedule. See apart 2 minutes

**21. To Consider feedback from Internal Auditor:** Including update of Asset Register (See attached)

It was agreed that an Annual Risk Assessment will be put together by Clerk and this be assessed annually.

**22. Items for the Next Agenda.** 106 funding, Risk assessment, Stantyway, Asset Register, Internal auditor.

**23. Boundary Commission Report. Tom Wright presented paper.**

CR EB BS & Ott remain within same Raleigh Ward. 3 candidates selected to look after the area. Tom W, Alan Dent, Patsy Hayman. Impact on parking, white bridge, park lane, cricket club.

**Development at Goodmores farm to go to committee tomorrow.**

Homelessness is increasing in the area with 51 presented as homeless in the past year. EDDC is developing strategy to deal with this.

**24. Date of Next Meeting:** It was agreed that the next meeting will be held on **Monday 6<sup>th</sup> August 2018**

Fran Mills Clerk to the Parish Council 26.6.18

