

Otterton Parish Council

A remote meeting of the members of Otterton Parish Council will be held on **Monday 1st June** at 7.30pm using the dial in details supplied in an email by Cllr John Lister. All members of Otterton Parish Council are summoned to attend the meeting.

Members of the public and the press are welcome to be present. **If any member of the public wishes to join the meeting please email the clerk so that the appropriate invitation can be sent, any questions sent to the clerk by email or post will be addressed.**

Francesca Mills Clerk Otterton Parish Council

AGENDA

1	Apologies for Absence	<i>To receive apologies from Cllrs.</i>	Clerk
2	Declarations of Interest	<i>To receive declarations of pecuniary interest on items on the agenda</i>	Chair
3	Minutes	<i>To accept and sign the minutes of the meeting held on 4th May 2020 and sign as a correct record of the meeting. To consider any matters arising from the minutes, not elsewhere on the agenda:</i>	Chair
4	Public Questions/ Comments/correspondence	Response to items received by email, post or in person via zoom.	All
5	Chairman's Business	<i>To receive a report from the Chairman on the Community response to COVID 19 emergency and any other business.</i>	Chair
6	Planning Matters	Consider planning applications & note objections. Book Barn 20/0597/LBC Offer of guidance to relate to NP	All Chair
7	Reports from Councillors with specific responsibilities & reports on village amenities and Bodies	<i>The Village Green & Community Shop The War Memorial & Raleigh Federation Stantyway Recreation Ground Football Club & Jubilee Playground The Cemetery – Cllr Lister The Village hall – Cllr Young Trees/PROW – Mr Iain Ure (see report sent separately) Contracts & Finance – Cllr Hiles Village Defibrillator</i>	VP JH SW TF JL SY IU CH VP
8	Financial matters	<i>To agree payment of cheques as per schedule below. Update on progress with draft accounts & sign relevant documentation for AGAR 2020</i>	Chair
9	Further Actions	<i>To agree any actions and associated expenditure not previously considered on agenda</i>	Clerk
10	106 Funding	<i>Update on progress.</i>	Clerk
10	Items for next Agenda	<i>Consider items of business for next meeting.</i>	Clerk
11	Date of next meeting	<i>1st July 2020. Propose and agree format & method..</i>	

Fran Mills Clerk to the Parish Council 21.5.20

Expenditure May 2020

Opening Balance 30.4. 20		£6635.03
	SWW charge Cemetery	£5.00
Halcyon Landscapes	Contract	£378.50
BHIB LC000248	Council Insurance	£307.37
Income		
Vat Refund		1886.19
	Working Balance	£7810.35

Proposed meeting dates 2020: 6 Jul, 7 Sep, Oct, 2 Nov, 7 Dec

Correspondence

Green Waste Collections Update...

Our green waste collections, with existing customers, are continuing to go well, therefore we are now pleased to announce that we are, as from today, able to take new green waste customers.

Our customer service team will contact those interested customers on their waiting list, wishing to sign up to the green waste service. Our website, the App and Alexa have today been updated, together with social media coverage on Facebook /Twitter and in the weekly resident magazine.

Interested customers can subscribe to green waste collections, by visiting our website <http://www.eastdevon.gov.uk/green> or by calling our Customer Service Centre on 01395 571515.

Best wishes
Lorraine Tolman Recycling & Waste Assistant
East Devon District Council Tel: 01395 516551 Ext:1722

Citizens Advice East Devon, 67 Exeter Road, Exmouth, Devon EX8 1QD

www.citizensadviceeastdevon.org

22 May 2020

Last year we successfully helped 20 people in the parish of Otterton benefit from a total financial sum of £7643! How many more people could we help?

I appreciate you are all very busy but I want to ensure that the Council and Councillors are aware of how Citizens Advice East Devon is currently operating, and how clients can make contact with us for advice and support.

We closed our offices quite early on and have transitioned quickly to a full telephone and digital service. We have developed new ways of working and new routes for clients to contact us.

We can now offer advice:

- via email – enquiries@citizensadviceeastdevon.org
- over the phone on a 'call me back' service – **01395 265 070** or **01404 42 227**
- text **ADVICE** to **82727** and we will call you back
- through **Facebook Messenger** via our [FB page](#)

Our advisors and paid staff are working from home, and we are supporting more clients than ever before. Thanks to funding from our Council partners we are now operating 5 days a week, which has been a goal of mine since I took over as CEO a little over a year ago. We are fully aware that demand for our support is only going to go one way, and we are geared up to meet that demand.

I have attached a flyer that outlines how people can contact us. We also have a fast-track referral process for organisations that want to be able to refer clients to us, that ensures data can be shared quickly and confidentially and in line with data protection regulations. You can complete a quick data sharing agreement [through this link](#), and will then be able to refer vulnerable clients to us so that we can contact them direct.

We would really appreciate it if you are able to publicise our poster, perhaps through your Facebook page or website. Our new-look website will have a page linking back to all the Town and Parish councils in East Devon. We would also be really pleased if you wanted to use our direct referral process. We are very aware that every community will be impacted in different ways, and we are doing all we can to make sure we are ready to help with advice and support needs.

I would be very happy to field questions from Councillors about our services and how to access them, as at times like this local representatives can make a huge difference by signposting the constituents to the best place for support and advice.

Very best, Tim

Tim Bridger, CEO