

Otterton Parish Council

Minutes							
Date & Time	7 th February 2022		Location	Otterton Village Hall			
Councillors Present	Initials			Also Present	Initials		
Mr J Hiles	JH	Parish Councillor	Chair	Jess Bailey	JB	County Councillor	
Mr J Lister	JL	Parish Councillor		A Dent	AD	District Councillor	
MS Melanie Martin	MM	Parish Councillor		Julia Bove	JuB	Councillor elect	
Mr Richard Witherby	RW	Parish Councillor					
Mr Tom Wright	TW	Parish Councillor	Vice Chair	5 members of the public			

Apologies	Initials	Reason for Absence	Absent without Apology	Initials	
J Fry	JF	Holiday commitment			
P Jarvis	PJ	Conflicting commitments			
S Harper-Smith					

In Attendance	Initials	Capacity	Minutes to
F Mills	FM	Clerk	Councillors, website, notice board

Ref	Main meeting agenda item, comment & decision	Action Owner & deadline
1	Welcome & Apologies received as above.	
2	Declarations of Interests: MM stated an interest in the planning application for the Cottage at Ladram Bay. The clerk asked all Councillors to complete a ROI form and return to her.	
3	Co-option. Julia Bove was co-opted on to the OPC: The chair confirmed that the criteria for becoming a Parish Councillor has been met. The co-option was Proposed by Cllr J Hiles & seconded by Cllr T Wright and carried unanimously following a vote. At the December meeting Cllr Dent raised a point of order suggesting that a vote was not needed to co-opt a Councillor when sufficient places are available and therefore not contested. However, after investigation Cllr Hiles confirmed that a vote is needed.	
4	The minutes of the meeting held on 6 th December was signed as a true record of the meeting. Matters arising. Re - Discharge of sewage. The Chief Executive of SWW is to come to EDDC to explain and confirm actions to improve.	
5	The chair confirmed the arrangement for public discussion: All members of the public are welcome and comments on items on the agenda will be heard. If you would like to add an item to the agenda, please contact the clerk at least 7 days before the meeting. Public questions by email/letter or in person: A resident detailed concerns regarding children walking in the village & regarding parking outside school which is blocking the road. The Clerk was asked to advise the HT of concerns. There was a presentation regarding the benefits of the community bus and a request was made for funding of £111.60 (calculated per capita)	clerk

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6	<p>Chair's report: Burning of scrub on Anchoring hill. The Chair made an enquiry of Environmental health to ensure the correct licences are in place. New face book page proposed by MM – benefits of immediate/efficient communication for residents. JH shared a recent example where a lack of communication meant that the bus service was unavailable in Otterton for a prolonged period. MM has offered to administer the page. TW suggested that a clear protocol for management is approved by the OPC before it is launched (agenda item next meeting)</p>	Clerk
7	<p>Village Events: Proposals were shared for a Platinum Jubilee Event - Sunday 5th June. Fun, multi-faceted traditional style party. Invitations to all residents to become involved. This will be launched at the 'meet the Councillor event'. A vote was taken and carried unanimously. The clerk was asked to investigate insurance cover for the event.</p>	Clerk
8	<p>Meet the Councillors event: MM proposed an opportunity for Villagers to meet the new Councillors. Suggested that all clubs in Otterton/area could be represented. Plan for a date in mid- March if hall is available. Unanimously agreed.</p>	Clerk to seek Saturday booking.
9	<p>DAA Landing site: The lights have been installed and the Landing site is now ready for use. A grant payment of 50% of the installation costs has been applied for and payment is awaited. It was agreed that the installation charge of £5889.21 plus vat should be paid to MAT electrics whilst awaiting the refund.</p>	clerk
10	<p>Ladram Bay: Apologies sent from Steve Harper Smith with the following message: Nothing much to report from here, winter works progressing well, Winter swimming pool membership has been well supported and looking forward to welcoming our first guest back in three weeks' time.</p>	
11	<p>Comment on planning applications. <i>21/2801/LBC Unanimous agreement. RW did not vote on this application.</i> <i>21/2800/FUL Unanimous agreement. RW did not vote on this application</i> <i>Cottage important to the history of the site. Needs updating. Main part of cottage will not be altered but extension will replace existing newer addition at the rear of the property. Also includes tidying up and painting. Comments from PC positive It was noted that this application has been refused.</i> <i>21/3230/TCA - Houstern Farmhouse Fore Street Otterton Budleigh Salterton (6.1.22) passed.</i> 21/3291/FUL - 6 Glebe Close Otterton Budleigh Salterton EX9 7JW. Retrospective application for placing of gas tank in front garden. Whilst unsightly this application agrees with H & S conditions. 3 agreed & 2 abstentions. 22/0177/FUL - 2 Maunders Hill Otterton Budleigh Salterton EX9 7JD: Unanimously agreed with condition that accommodation is ancillary only.</p>	
12	<p>Parking in village. Cllr Fry sought agreement for a No parking sign to be erected on the virtual pavement. It was agreed to make this an agenda item for the next meeting.</p>	

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15	<p>Reports District & County Councillors. TW Community Transport request £111.60. District Councillor Report for Parish Council Budget proposals 23.2.22 Increase in car park charges to help sustainability. Annual permit £120.00 increase in charges will protect Street scene services. January 2022 Main issues arising from EDDC Cabinet meeting on Wednesday 5 January. Finance! With the withdrawal of significant government funds to local councils and the requirement for councils to produce ‘balanced’ budgets, this was the main feature at the Cabinet meeting. The council is facing increased financial challenges in the areas of:</p> <ul style="list-style-type: none"> • Waste and Recycling - 720 additional houses built in the last year. Increased loads and staff shortages due to seasonal and COVID related absences. (72,000 homes to be serviced) • Car Parking - no increase has been applied for 10 years. (£1.00 per hour) • LED - the pandemic has reduced income considerably and the health and fitness services are much needed and valued across the district. A subsidy of approx. £1million already agreed for this years budget but similar support needed annually. • Planning - increased number of planning applications and a large backlog to be dealt with. More staff needed. • Independent Pay Review - Public employees have had minimal pay increases over the last four or five years and now an independent review is underway. This is likely to cost over £500k to add to the council’s budget. <p>Councils only have two ways to meet the mandated budget requirements:</p> <ul style="list-style-type: none"> • Reducing costs • Increasing Council Tax as well as fees and charges <p>Costs have been cut continuously for the last 12 years alongside the introduction of more efficient ways of working (online). Now there is little that can be done without reducing front line services e.g Waste and Recycling or reducing staff numbers. The Cabinet will make recommendations to the full council and we can expect this will include increases in car parking charges as well as a small hike in the council tax. The next meeting of the full council is scheduled for 23 February. Details of all these issues and officer recommendations can be found on the EDDC website under the Cabinet Agenda for 5 January. Cllr. Alan Dent 06 January 2022</p>	
	<p>JB: I would be very happy to confirm in principle consent for a contribution towards the swing, but hope you understand that I only have £10,000 to cover everything across the ward and am trying to limit my contribution to £1000 on any individual project. Invitation to apply for 20mph scheme through CC. Small budget availability but applications sought. DCC budget discussion 17.2.22 live streaming. Proposed cuts in all local budgets. Unanimous agreement to make application for funding for 20 MPH zone.</p>	
16	<p>LGA Code of Conduct: Councillors to submit individual response to consultation.</p>	
17	<p>Financial matters: Application for Precept based on increase of 4% was submitted before the deadline. Confirmation & payment awaited. It was unanimously agreed that all payments listed on agenda should be paid.</p>	<p>Clerk to action</p>

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18	Further actions: Agreement for donation to Community bus. £111.60 on use it or lose it basis. Feedback to be sought before another donation made – an invitation to Open day to the Community bus team. Bespoke emails set up for all Councillors on basis of area of responsibility. Clerk to forward details & passwords in conjunction with webmaster.	Clerk to action
19	106 Funding: For next meeting.	
19	Items for next agenda: 106 funding. Protocol for facebook, OVA, Platinum Jubilee celebration, openday. Unanimously agreed.	
20	The next meeting will take place on the 7th March @ 7.30. Note 3 rd October hall is booked, no action at present.	Clerk to book dates

The meeting closed at 21.10

2022 meeting dates: 7Feb, 7Mch, 4April(AGM&Election), 9May(Annual meeting?), 6Jun, 4July, 5Sept, 3Oct, 7Nov, 5Dec

Bespoke emails addresses as follows:-

chairOPC@otterton.info	Cllr John Hiles
vicechairOPC@otterton.info	Cllr Tom Wright
cllrjubileeplayground@otterton.info	Cllr Julia Bove
cllrottertoncemetery@otterton.info	Cllr John Lister
cllrvillagegreen@otterton.info	Cllr Melanie Martin
cllrraleighfederation@otterton.info	Cllr Richard Witherby
cllrstantywayrf@otterton.info	Cllr Jerry Fry
cllrwarmemorial@otterton.info	Cllr John Hiles
cllrvillagehall@otterton.info	Cllr Melanie Martin
cllrfootballclub@otterton.info	Cllr Jerry Fry
cllrcommunityshop@otterton.info	Cllr Community Shop

The address can be accessed using the following address <https://mail.ionos.co.uk/>