

Otterton Parish Council

Minutes							
Date & Time	3rd October 2022		Location	Otterton Village Hall			
Councillors Present	Initials			Also Present	Initials		
Mr T Wright	TW	Parish Councillor	Chair	Jess Bailey	JB		
MS Melanie Martin	MM	Parish Councillor		Paul Jarvis	PJ		
Mr Richard Witherby	RW	Parish Councillor		members of the public	6		
Mrs Julia Bove	JF	Parish Councillor					
Mr A Cameron	AC	Parish Councillor					
Ms C Fitzgerald	CF	Parish Councillor					

Apologies	Initials	Reason for Absence	Absent without Apology	Initials	
Jerry Fry	JF	Conflicting commitments			
Alan Dent	PJ	Holiday			
John Hiles	JH	Conflicting commitments			
John Lister	JL	Conflicting commitments			

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: there were no declarations of interest in items on the agenda. The Parish Council fondly remembered Roy Dowling.	
3	<p>Minutes: The minutes of the meeting held on 5th September were signed as an accurate record of the meeting.</p> <p>Matters arising:</p> <p>Emerging local plan: Any discussion regarding planning for Otterton has been delayed. Village hall shed and request for shelving. The Village Hall shed has been cleared as requested by Andrew Sharp. Due this facility being transferred to the Community Shop there was no opportunity to install a shelf for use by the Parish Council. MM has requested a space for storage in the cupboard in the hall. The clerk was asked to speak to Andrew Sharp regarding this.</p> <p>Training for new Councillors: Training has been organised by Colaton Raleigh parish Council to take place on 14th November at 10.00 at a cost of £20 each. Any Councillors wishing to attend let the clerk know by 16th October.</p> <p>Ownership of Violet Lane Otterton. To be progressed.</p> <p>Clare James of CDE has confirmed that the Beavers population is protected in East Devon.</p>	<p>Clerk to action</p> <p>All councillors</p>
4	<p>The chair confirmed the arrangement for public discussion:</p> <p>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: No further questions from the public.</p> <p>A resident raised concerns regarding units being delivered to Ladram Bay.</p> <p>A query was also raised regarding the possible installation of a zebra crossing. The resident was referred to Devon Highways through County Councillor Jess Bailey.</p>	

Meeting of the Otterton Parish Council minutes Signed

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5	<p>Correspondence: Geoff Porter wishes the OPC to consider other places for the planting of wild flowers. MM suggested 2 areas which could be used for planting, both owned by CDE. 1 Near Cherry Tree on grass area below Otterton Bridge 2. near oak tree on other side of Otterton Bridge. MM to draft letter to CDE Football Club: Not attending.</p>	MM to action
6	<p>Planning Matters: 22/2038/TCA Willow Cottage 22/1637/TCA Basclose farmhouse Defer both decisions to ED Arboreal officer for advice as they are the experts in this field.</p>	
7	<p>Chair's report: LORP path has been temporarily redirected due to works. Sewage outlet which has become visible due to low water has been identified as being in poor order. SWWA has agreed to ensure the discharge pipe is relocated under the river bed to discharge at Otter Head. To ease movement of traffic. There is a possibility of traffic lights being installed on Salting Hill. Consideration awaited from Devon Highways.</p>	
8	<p>Village events: Boundary Walk: 12th November 2022. Thanks to Iain Ure who has kindly offered to lead. Stream Clean: Agree date 3rd December commencing at 9.30 am. Thanks to Sam Walker for offer of help. Village Dinner: for next meeting. Future events MM has spoken to Emma Cooling to form committee for future community events.</p>	
9	<p>Local signage: Environment agency to put up signs. Clerk to coordinate.</p>	
10	<p>Ladram Bay: Steve HS shared frustrations regarding movement of units through village. 22nd October – Fireworks @ Ladram</p>	
11	<p>Parking in village: <i>Hatched pavement - Devon Highways confirmed that this area is not a pavement as it does not meet Health & safety specifications.</i> Clinton Devon Estates has confirmed agreement to place 2x no parking signs on the wall outside JF's house. Quote for parking signs £38.00 plus vat The following wording was agreed: No parking on hatched areas. Clerk to order signs.</p>	Clerk to action.

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12	<p>Allocation of responsibilities & reports from Councillors: Where there is nothing to report the following abbreviation will be used (NTR)</p> <p>Village Green & Hall. See item 5, FM to write to CDE re water source on green.</p> <p>Community shop & War Memorial: Fleur de Lis damaged on railings.</p> <p>Stantyway recreation ground: NTR</p> <p>Raleigh Federation: harvest Festival held in St Michael’s Church.</p> <p>Football Club: Communication from Football Club, See letter. Deferred to next meeting.</p> <p>Jubilee Play Park: Progress awaited regarding 106 funding. TW to support effort.</p> <p>Cemetery: NTR</p> <p>Contracts & Finance: JH has commenced an application to the national Lottery for £100k with the intention of refurbishing the Jubilee playground. Clerk has completed application to the Norman Trust for £2500k for the replacement of a swing.</p> <p>Devon Air Ambulance (DAA): NTR</p> <p>Footpaths and Public Rights of Way. Waymarkers for next meeting.</p>	
13	Cllr Paul Jarvis NTR	
13	Cllr JESS BAILEY – DEVON COUNTY COUNCIL (OTTER VALLEY) APRIL 2022	
14	Financial matters: It was unanimously agreed that all payments listed on agenda 3.10.22 should be paid.	Clerk to action
15	<p>Further actions: None.</p> <p>The Clerk suggested that a Sand/grit bin should be installed at the Village Hall to give resident access to sand & bags in an emergency situation. It was agreed that the clerk would provide illustrations of Cost to Councillors for agreement at next meeting.</p>	Clerk to action
16	106 Funding: See minutes section Jubilee Playpark 12/10/22	Clerk to action
17	Items for next agenda: Agree dates for meetings in 2023, agree budget for next 2023, Purchase of Grit Bins, OPC involvement with Emerging Local Plan, Football field, Parish events.	Clerk to action
18	The next meeting will take place on Monday 7th November 2022@ 7.30.	

The meeting closed at 20.22
 2022 meeting dates: 5Dec