

# Otterton Parish Council

Date & Time	8 <sup>th</sup> April 2024		Location	Otterton Village Hall			
Councillors Present	Initials			Also Present	Initials		
MS Melanie Martin	MM	Parish Councillor		Members of the public	3		
Mr Jerry Fry	JF	Parish Councillor		Henry Riddell	HR		
Mr Richard Witherby	RW	Parish Councillor		Jess Bailey	JB		
Roger Pellow	RP	Parish Councillor					
Ian Simpson	IS	Parish Councillor					
Peter Wells	PW	Parish Councillor					
Ms Belinda Shoemaker	BS	Parish Councillor					

Apologies	Initials	Reason for Absence	Absent without Apology	Initials	
Charlotte Fitzgerald	CF	<b>Maternity leave</b>			
Steve Culverhouse	SC	<b>Holiday</b>			

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	<p><b>Welcome &amp; Apologies received &amp; accepted as above.</b> Caz Sizemore Hunt Vice Chair &amp; Jo Vanstone Clerk Budleigh Town Council were welcomed to the meeting.</p>	
2	<p><b>Declarations of Interests:</b> None</p>	
3	<p><b>Minutes:</b> The minutes of the meeting held on 5<sup>th</sup> March 24 were signed as an accurate record of the meeting.</p> <p><b>Matters arising not featured on the agenda:</b></p> <p>1. Following a conversation with the clerk the owner of the Old Vicarage confirmed that the business is considering ideas for the installation of a defibrillator for the home and therefore will not contribute to the cost of the Village unit supplied by the Parish Council.</p> <p>2.The clerk confirmed that a payment of £115.00 had been sent to the Voluntary Bus scheme.</p> <p>3.Sign refurbishment continues as work in progress.</p> <p>4.Graffiti on bus stop reported by a resident will be addressed by JF FM confirmed that St Michael’s PCC would welcome any help with the annual church fete. A date is yet to be set but communication will remain open.</p> <p>MM proposed that the Parish Council Annual Meeting would take the form of a Village <b>Open day</b> with all village Clubs/Groups invited to come along to advertise. Date confirmed as 1.6.24 10.00 – midday. Clerk to advertise in May newsletter.</p>	
4	<p><b>The chair confirmed the arrangement for public discussion:</b> 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:</p> <p><b>Ongoing:</b></p>	

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	<p>Mr Tony Shore stated disappointment at the lack of interest following the launch of photographic club.</p> <p>It was confirmed that the appeal for garage &amp; MOT centre on Ottery Street has been declined.</p> <p>Cones – illegal use of cones is a concern to residents. A discussion took place regarding the use of cones.</p> <p><b>Action: Note in the newsletter.</b></p> <p>Exploration of possibility of car park for the village.</p> <p>Advice from Caz Sizemore Hunt: suggests getting facts straight &amp; suggestions before contact. Agenda item for next meeting.</p>	
5	<p><b>Correspondence:</b> JB reminded the council of the need to vote for Police Commissioner &amp; Crime, Death of Lord Clinton. <b>Action: Clerk to send letter of condolence to Lady Clinton</b></p>	Clerk
6	<p><b>Chairman business:</b></p> <p><b>Fairlynch Museum</b> visit by MM &amp; FM. Otterton presentation regarding historic port was very interesting a worth a visit.</p> <p>Drains for Otterton remains a priority for Otterton. Backlog due to weather.</p> <p>Discussion regarding the website – new address could be: Gov.UK which may be slightly more expensive however gives credibility/ better search results. Likely cost £1500.</p> <p>Application to be made is slightly involved &amp; due to securing name for site.</p> <p><b>Agenda item next meeting.</b></p> <p><b>Emergency planning.</b> MM attended at forum for sharing information with ideas.</p> <p>Budget remains available – <b>Action: clerk to make application.</b></p> <p>MM explained guardian angel scheme. Information leaflet to be shared with every household the cost could be covered by funds received from Resilience funding application.</p> <p>Road warden scheme may be if interest. MM to explore.</p>	
7	<p><b>District &amp; County Reports.</b></p> <p>HR congratulated councillors on success of soap box race.</p> <p><b>Banking Hub</b> – won't come to villages. Town population only used for numbers criteria.</p> <p><b>Cllr Jess Bailey, Devon County Councillor (Otter Valley)</b></p> <p>Below is the summary of the comments I made at the April parish council meeting with regards the footpath which I had discussed with Richard Walton PROW team manager at DCC on Thursday 28th March.</p> <p>The methodology and specification has been completed and the works are proposed in two stages due to the high cost. The first stage for the section north of Clamour Bridge was being submitted to the EA by DCC contractors for a permit w/c 1st April. I have not seen the spec but I have specifically asked to see this and for it to be shared with the parish council and residents. Richard Walston was on leave until 10th April but was going to arrange for this to be made available on his return. Richard please could you circulate this for the parish council, Iain and the public and also update on the permitting process.</p> <p>In addition to the comments I discussed with Richard Walton, I also commented at the PC meeting about the fact that I am seeing the substantial erosion and potential loss of footpaths at multiple points along the River Otter in my ward. In my view whilst the</p>	

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	It was also agreed that the Clerk would ask Tony Gray treasurer if St Peter's PCC if he would complete an internal audit & report for the OPC. Unanimously carried. Community Outreach: fundraising event to raise money for playpark. Currently 3 Initiatives which BS will bring to the next meeting. <b>Agenda item</b>	
13	<b>106 Funding: In the region of £8073.00 (Sport) £1683.00 (Recreation).</b> The clerk reminded the OPC of the funds currently being held at EDDC and how these could be used.	
14	<b>Items for next agenda:</b> Open day, website emails, Speed watch, AGAR, Gate quote, 3 initiatives, road warden scheme. <b>Dates for 2024 meetings:</b> May 13 <sup>th</sup> , June 3 <sup>rd</sup> , July 1 <sup>st</sup> , September 2 <sup>nd</sup> , October 7 <sup>th</sup> , November 4 <sup>th</sup> , December 2 <sup>nd</sup> .	Clerk to action
15	The next meeting will take place on <b>Monday 13<sup>th</sup> May @ 7.30.</b>	Clerk to action

The meeting closed at 20:47

Draft until signed

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