

# Otterton Parish Council

Minutes							
Date & Time	7 <sup>th</sup> November 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		Alan Dent	AD		
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					
Mr J Hiles	JH	Parish Councillor					
Mr J Lister	JL	Parish Councillor					

Apologies	Initials	Reason for Absence	Absent without Apology	Initials	
Jerry Fry	JF	Conflicting commitments			
Paul Jarvis	PJ	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	<b>Welcome &amp; Apologies received as above.</b>	
2	<b>Declarations of Interests:</b> there were no declarations of interest in items on the agenda	
3	<p><b>Minutes:</b> The minutes of the meeting held on 3<sup>rd</sup> October 2022 were signed as an accurate record of the meeting.</p> <p><b>Matters arising not featured on the agenda:</b></p> <p>MM has requested a space for storage in the cupboard in the hall which has been agreed by the Village Hall Committee. Thanks to the committee were noted!</p> <p>MM &amp; CF will attend New Councillor training which has been organised by Colaton Raleigh Parish Council. The clerk confirmed that the slides from the session will be made available after the event and could be used for inhouse training.</p> <p>Ownership of Violet Lane Otterton. To be progressed.</p> <p><b>MM &amp; FM met with Steve Pease to progress installation of water source on the green. Steve will send relevant details for application to SWW &amp; FM will progress.</b></p> <p><b>Planting of wild flowers in progress</b></p> <p><b>Purchase of Grit Bin, after a discussion it was agreed that FM would send cost illustrations to Councillors to progress.</b></p>	All councillors
4	<p><b>The chair confirmed the arrangement for public discussion:</b></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>Concern re progress of zebra crossing. Resident advised to contact DCC through Councillor Jess Bailey &amp; it was agreed that if he was able to speak to her direct the Parish Council would write on his behalf.</p>	

Meeting of the Otterton Parish Council

minutes

Signed .....

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Dated.....

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5	<ul style="list-style-type: none"> <li>● <b>Correspondence:</b></li> <li>● Football Club Presentation. 2 members of the Football club attended the meeting &amp; advised the OPC that they wish to apply for a grant to support the cost of pitch maintenance. The application form must indicate support from the Parish Council and this was agreed. Any maintenance work at the football club will not affect the grass cutting contract provided by the Parish Council. It was agreed that the OPC would support the grant application and the appropriate forms would be made available for signing through JF.</li> <li>● It was agreed in principle that responsibility of the North side boundary could be provided by Mrs Carter following a meeting which is yet to be arranged with personnel from the Parish Council.</li> <li>● Concerns regarding Horse Chestnut Tree on The Green have been raised by a resident. It was agreed that a report would be sought to confirm appropriate action to be taken.</li> <li>● Communication has been received from Tony Bennet requesting replacement of the Fleur de Lis at the War Memorial. JH agreed to assess the situation. A resident advised that as the War Memorial is a listed monument, any work on the railings may also be affected by the listing and replacement of existing ironwork should be referred to EDDC.</li> <li>● Concern re pollution in the river EA thought it to be an isolated incident.</li> <li>● Correspondence has been received from Iain Ure regarding the Garden Club as follows: : A couple of months ago I mentioned to the Parish Council that the Garden Club was in financial difficulty. The decision has been taken to (hopefully temporarily) stop holding club talks next year. The Club will continue to run the two Village Shows in the Spring and the Autumn provided they are self-financing. This year the Spring Show was well supported but there were few people from the Village at the Autumn Show which was a shame. The next Spring Show will probably be held on 18th March 2023. Mr Ure has confirmed that the club is not seeking financial help but any other support the OPC could offer. It was agreed that members of the garden Club would be invited to the February meeting to discuss support going forward.</li> </ul>	Clerk to action
6	<p><b>Chair's report:</b> Recognition of hardship in the area and that many families will struggle over the winter months. Support available through Otterton Relief in Need and from the Raleigh Mission Community through St Michael's Church Otterton.</p>	Clerk to action

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7	<p><b>Emerging local plan:</b>  A new Local Plan has just been published for public consultation. As well as providing a new direction in terms of strategic and local planning policies, it also allocates several new housing sites in Otterton. In the existing Local Plan, Otterton is not identified for further development. The new Plan seeks to allocate 23 additional houses to be built, as Otterton has been changed from an unsustainable village to a Tier 4 service village in terms of planning development. This means that new sites need to be found to fulfil long term local housing needs. Sites currently being considered: Land off Orchard Close and Behind Hayes; land to the South of Behind Hayes and Hayes Close; and the field on the village side of North Star. Residents need to be aware that the choice of sites may be imposed by EDDC so by taking a proactive approach residents could influence the best site(s) for the village. A proposal for a village resident's Consultation Drop-in afternoon to seek feedback has been provisionally booked for 4th Dec and was agreed by the Parish Council. Policies in the Neighbourhood Plan remain relevant until the New Local Plan is adopted by EDDC, but will gradually carry less weight in planning decisions due to the proposed change of status of village. Questions for residents' consultation.</p> <ul style="list-style-type: none"> <li>* Is development desired?</li> <li>* Preference on proposed sites.</li> <li>* What kind of housing is preferred.</li> </ul> <p>Consultation agreed. Agenda item next meeting.</p>	
9	<p><b>Local planning: 22/2211/FUL: Flintstone Lodge</b> No objection.</p>	
8	<p><b>Village events:</b>  Boundary Walk: 12<sup>th</sup> 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: A festive meal hosted by the Parish Council will take place on 13<sup>th</sup> December in Otterton Village Hall. Tickets £10 maximum 40 people.  Future events MM has spoken to Emma Cooling to form committee for future community events. Coronation event to be planned. (Agenda item)</p>	
9	<p><b>Local signage:</b> Environment agency to put up signs. Thanks to Briony Sharp for assisting in putting up signs with representative from the Environment Agency were noted. They will be there for a period of 6 weeks after which feedback is requested. EA urge recording incidences of dog fouling which will be investigated.</p>	
10	<p><b>Ladram Bay: Awards night so not represented. Nothing further to report.</b></p>	
11	<p><b>Parking in village:</b>  <i>Hatched pavement - Devon Highways confirmed that this area is not a pavement as it does not meet Health &amp; 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: <b>No parking on hatched areas. Signs to be picked up 8.11.22 JF has promised to fix in place.</b></p>	<p>Clerk to action. Complete</p>

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12	<p><b>Allocation of responsibilities &amp; reports from Councillors: Where there is nothing to report the following abbreviation will be used (NTR)</b></p> <p><b>Village Green &amp; Hall.</b> See previous agenda items</p> <p><b>Community shop &amp; War Memorial:</b> See minutes item 5</p> <p><b>Stantyway recreation ground:</b> NTR</p> <p><b>Raleigh Federation:</b> Excellent bonfire night held at Stantyway Farm.</p> <p><b>Football Club:</b> Communication from Football Club, See letter. Deferred to next meeting. £3200 pitch maintenance per year for 6 years. Letter of agreement between football club and Otterton Parish Council.</p> <p><b>Jubilee Play Park:</b> Progress awaited regarding 106 funding. TW to support effort. Consider matched funding.</p> <p><b>Cemetery:</b> New post and removal of 'No dogs sign'</p> <p><b>Contracts &amp; Finance:</b> 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><b>Devon Air Ambulance (DAA):</b> NTR</p> <p><b>Footpaths and Public Rights of Way. Waymarkers for next meeting.</b></p>	Clerk to action
13	<p><b>Cllr Alan Dent.</b> Season ticket available for Christmas shopping which can be used in all carparks. Much activity at LORP Project in readiness for work in spring.</p> <p>Community larder available at Wesley's in Methodist Church Hall run by launchpad.</p> <p>Friday 11<sup>th</sup> November Open evening for new Cricket Club.</p>	
13	<p><b>Cllr JESS BAILEY – DEVON COUNTY COUNCIL (OTTER VALLEY) APRIL 2022</b></p> <p><b>Dire financial circumstances for ECC, inevitable cut to services.</b></p> <p><b>SWWA FOI request regarding sewage in the river. Painting of white lines at top of village has been chased.</b></p>	
14	<p><b>Financial matters:</b> It was unanimously agreed that all payments listed on agenda 7.11.22 should be paid.</p> <p>The clerk circulated proposed 2023 budgets for consideration detailing potential increases of 4%, 5% &amp; 8% in Parish Precept and how this would affect individual households.</p> <p>A decision will be made at the December meeting in readiness for Precept application in January.</p>	Clerk to action
15	<p><b>Further actions:</b> None.</p> <p>Agreement to buy Christmas cards at approximate cost of £15.0</p> <p>The proposed meeting dates for 2023 were agreed and are listed below. Need also to add AGM &amp; Annual meeting dates.</p>	Clerk to action
16	<p><b>106 Funding:</b> See minutes section Jubilee Playpark 14/11/22</p>	Clerk to action
17	<p>Items for next agenda: Precept application. Feedback on dog fouling posters. Festive meal plans. Planning application Horstone Farm Pinn.</p>	Clerk to action
18	<p><b>The next meeting will take place on Monday 5<sup>th</sup> December 2022@ 7.30.</b></p>	

The meeting closed at 20.53

Proposed meeting dates 2023: 6 th February, 6th March, 3rd April, 8th May, 5th June, 3rd July, 4th September, 2nd October, 6th November, 4th December

Meeting of the Otterton Parish Council      minutes      Signed .....

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Draft until signed