

Otterton Parish Council

Date & Time	5th October 2026		Location	Otterton Village Hall			
Councillors Present	Initials			Also Present	Initials		
Ian Simpson	IS	Parish Councillor	Chair	Members of the public	6		
Richard Witherby	RW	Parish Councillor		Rev'd Sarah Mounoury			
Jerry Fry	JF	Parish Councillor					
Stevie Mears	SM	Parish Councillor					
Peter Wells	PW	Parish Councillor					
Sam Pigeon	SP	Parish Councillor					

Apologies	Initials	Reason for Absence	Absent without Apology	Initials	
Freya Morrow	FM	Work Commitments			
PCSO Thomson		Diary Conflict			
Charlotte Fitzgerald		Diary conflict			

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

Minutes

NO	Agenda item	Comment	Action
1	Apologies	<i>To receive apologies from Cllrs as above.</i>	
2	Declarations of Interest	<i>There were no declarations of pecuniary interest on items on the agenda.</i>	Chair
4	Minutes Matters arising	<i>The minutes of the meeting held on 7th September 2026, as circulated, were signed as a correct record of the meetings. Matters arising from the minutes, not elsewhere on the agenda.</i> <i>Gate at Stantyway. NTR</i> <i>Seat & tree on Green with time capsule</i> <i>It was confirmed that the Parnell plaque to go on the seat has been received and will be adhered. A kind donation of York stone has been made to cover the capsule and will be engraved appropriately.</i> <i>Tree donations for OPC land. IS has sought donations from the Woodland trust, however after discussion it was decided to seek support locally. Clerk to contact OVA through local contact.</i>	Chair /clerk
5	Introduce Vicar	<i>Welcome the new Vicar of the Raleigh Mission Community Rev'd Sarah Mounoury.</i> <i>It was noted that a family Harvest Festival service will be held at St Michael's Otterton on Sunday 11th October at 15.00. This is the first time such a service has been held in Otterton and support is sought from the community.</i>	All
6	Public Questions & Correspondence	<i>Response to items received by email, post or in person.</i> Fireworks. <i>A general discussion took place regarding the lawful use of fireworks. It was noted that at all times consideration should be shown to neighbours & animals & a note to this effect will go in the newsletter.</i> <i>A resident observed that the new seating arrangement on the Green is</i>	SM

Meeting of the Otterton Parish Council

minutes

Signed

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		<i>working well & much appreciated by visitors and locals. Observation that delivery van drivers are inconsiderate & driving at speed in village. It was noted that roads shouldn't be blocked whilst deliveries are made.</i>	
7	Chairman's Business	<i>IS reported with great sadness that the sudden death of a resident aged only 52 had occurred last week. All councillors asked for sympathies & condolences to be sent to the family & friends of the deceased. The OPC have sent a card of condolence to family members & the council will be notified when funeral arrangements are confirmed. Diary dates to be confirmed: Stream clean (mid November possibly 14th) IS/RW to confirm with Sam at Stantyway for availability of tractor. Foot paths tidy & litter pick, dates TBC Thanks were noted to IS for work on Colliver lane. The surplus wood from the clearance to be stockpiled for those in need. Dates as above to be confirmed in next Newsletter</i>	IS/R W SM
8	District&County	<i>No reports were received.</i>	DCs
9	Road Traffic matters	<i>20 MPH Speed Limit. Given the prohibitive waiting list for a DCC funded scheme a discussion took place about how the funding of a self- purchased scheme could be achieved Approximate cost, for a similar village location, for the 20 MPH Scheme would be in the region of £15,000 which would include signage and legal work. A suggestion was made that this could be a possible addition to precept to cover a specific project for the benefit of the whole village. IS & RW to study information sent by Jess Bailey. Agenda item for further discussion at the next meeting. It was noted that parking around the Church has become a problem & on occasion the road is considerably narrowed which would cause a problem should an emergency vehicle need to pass. A watching brief to be kept on this area.</i>	IS/R W FM SP
10	Brick Cross	<i>It was noted with disappointment that the road surface at the Brick Cross has been renewed on either side of the direction arrow. Therefore, the badly positioned arrow continues to send vehicles down the righthand side of the junction into the path of oncoming traffic. Once again the clerk was requested to inform Tom Cox, East Budleigh Parish Council & the Budleigh TTG of the ongoing problem.</i>	Clerk
11	The Green	<i>IS will use the Village FB page & Village Chat Group to seek stone or tin planters to use on the Green to replace the current wooden ones which have seen better days.</i>	IS
12	ParishPaths	<i>Update - NTR</i>	

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	Partnership		
13	Newsletter	<i>Update – A request has been received from the The Holt (Cricket Club) to advertise in the newsletter. This was agreed.</i>	SM
14	Warden Schemes	<i>Reponse received from Highways that training for Pot Hole Maintenance will cost £250 per person. The clerk was asked to challenge this as it was thought to come under Chapter 8 training which has been completed by JF, IS & RW.</i>	FM
15	Local Planning	<i>Discuss any applications received: NTR</i>	
16	Cemetery	<i>Regarding the recent review of the Otterton cemetery & the future need for more land. The following has been received from Clare James at CDE. The OPC responses are shown in bold: Thank you for your email and I am happy to discuss the principles of a burial ground extension with the community. I think the main questions would be:</i> <i>1. Who would own the graveyard, and who would be the operator, would it be the Parish Council or the Church (Diocese)? Answer Parish Council</i> <i>2. Would it be required to be consecrated ground, or as with others we are discussing a civil burial ground. Consecrated.</i> <i>The benefits of a consecrated ground were discussed and agreed.</i> <i>3. What area is required area and what is the division of burials and cremations and how will this affect the projected timeframe and land area required. To be discussed.</i> <i>4. Any extension will require surveys (ground condition, hydrology, topography, landscaping, traffic, heritage and ecology) for the planning consent, costs for this would need to be agreed as well as confirming the project lead. Noted</i> <i>5. Are there funds to purchase and develop the site. To be discussed.</i> <i>I assume that it would be accessed via the current graveyard and so initially there would need to be a scoping exercise to review this in terms of topography and access.</i> <i>The clerk was asked to arrange a meeting with Clare at the Cemetery.</i>	FM
17	Football Club	<i>3 members of the Otterton Football Club were welcomed to the meeting. The club were thanked for their care of the pitch</i> <i>IH reminded the meeting that the Recreation field is a resource for the village and the football club would welcome approaches from other clubs from the village to use the facility.</i> <i>Wood is currently being stored on site for the November 5th fireworks & bonfire night.</i> <i>The Football club also wish to encourage local youngsters to become involved in this village club.</i>	
18	Resilience Reports	<i>Reports from Councillors with specific responsibilities:</i> <i>Stone Trap & Gullies, Environmental reports, Water levels. Sand bags, sand &</i>	

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		<i>salt: Environment agency needs to clear stone trap & to take away stones.</i> <i>Water levels decreased in the stream since water leak mended.</i> <i>Broken sand/grit box on Peek hill</i>	
19	Reports from Councillors with specific responsibilities & reports on village amenities and Bodies	<i>Reports for the amenities & bodies:</i> <i>The Village Green - SM. NTR</i> <i>War memorial – PW. Will clean before Remembrance Sunday</i> <i>Speed Watch – RP NTR</i> <i>Village Hall – JF NTR</i> <i>Phone Box – SP Kind donations received from members of the community.</i> <i>Stantyway Recreation Field & Football Club – JF see agenda item 17</i> <i>Raleigh Federation – SP reported that KS1 children had enjoyed a trip to Otter farm whilst KS2 is working on the Creation story. Ladram bay have invited school to use the pool for their curriculum swimming which is much appreciated. School Harvest Festival service took place last week.</i> <i>Jubilee Playground – IS. Quotes for thinning of hedge and reduction of height continue to be sought. RW Chasing Dan Rowse & Billy Selley</i> <i>The Cemetery- See agenda item 16</i> <i>Contracts & Finance : RW sought permission for the new bell ropes for the Church Bells to be purchased through the OPC with a corresponding donation from the Events Committee. Whilst this was agreed it was noted that an appropriate invoice must be supplied in the name of Otterton Parish Council</i> <i>Village Defibrillator – All well.</i>	
20	Financial matters	<i>To agree payments as per schedule below. Agreed</i>	Clerk
21	106 Funding	<i>Information for reimbursement of purchase cost of new climbing wall (Excluding VAT which OPC can reclaim) has been sent to Melissa Wall.</i> <i>£8892.00 received in account 6.10.26</i>	Clerk
22	Items for next Agenda	<i>Consider items of business for next meeting.</i> <i>Stream Clean & Litter pick, Costings for 20 MPH, Warden scheme, Budget for 2027, date of meetings 2027.</i>	Clerk
23	Village events.	<i>Otterton Harvest Supper 6th October 2026</i> <i>Family harvest Festival service at St Michael's Church Otterton on 11th October at 15.00 – All welcome.</i> <i>Reinder run 5th December 2026</i> <i>Open Gardens 2027</i>	All
24	Next meeting	<i>Scheduled for 2nd November 2026 (Committee Room)</i>	