

OTTERHAMPTON PARISH COUNCIL

AGENDA

You are hereby notified that a Meeting of the Parish Council will be held on
THURSDAY 11th SEPTEMBER 2025, 7.00pm @ OTTERHAMPTON VILLAGE HALL

Members are required to attend – The meeting is open to the press and public

1. **Apologies For Absence**
2. **Declarations of Interest and Dispensations**
3. **Public Session (Including Ward Councillor Reports)**
Public Session (In accordance with our Standing Orders members of the public are entitled to speak in respect of the business on the agenda and shall not speak for more than 3 minutes, a question asked by a member of the public during a public participation session at a meeting shall not require a response or debate).
4. **To approve minutes Of The Parish Council Meeting Held On 10th July 2025**
5. **Matters Arising** Not covered by a separate agenda item
6. **Planning Matters**
 - a. 39/25/00005/PKR. Application to determine if prior approval is required for a proposed erection of a general purpose agricultural building at Manor Farm, Church Lane, Otterhampton.
 - b. 39/25/00004/LE. Application for erection of general purpose agricultural livestock building at Lower Hill Farm, Otterhampton
7. **Finance**
 - a. Bank Reconciliation and budget statements for July and August 2025
 - b. Bank mandate updated with details of the new Clerk
 - c. Bank Signatories
 - d. Invoices for payment / receipts (inclusive of VAT)
 - i. Lloyds Bank - £10.17 (Bank Charges)
 - ii. Solopress – Otter Tales Printing - £244.77
 - iii. CPRE Annual membership renewal - £36.00
 - iv. Mike Ingram – Works to Wharf Rd - £100.00
 - v. Somerset Council (SC) – Emptying of bins - £608.40
 - vi. ROSPA – Annual inspection of play area - £134.40
 - vii. SC – Grass gutting - £324.60
 - viii. Otterhampton Village Hall – OPT Meeting - £8.00
 - ix. Otterhampton Village Hall – Art Club Events (SALC H&W) – £48.00
 - x. Bromleys Art Supplies – Art materials for Art Club Events (SALC H&W) - £51.41
 - xi. Solopress – Flyers for Art and Craft Show (SALC H&W) - £33.83
 - xii. Gina Mear - Clerk's salary and expenses £697.91 – Noting award of LAC pay rise
 - xiii. Nest pension – £49.14
 - xiv. Stephanie Juniper – New Clerks salary - £1326.40 for July 25 and Aug 25 (noting award of pay rise)
 - xv. Tesco – Mobile phone inc. top up - £174.00
 - xvi. Microsoft Office 365 - £84.99
 - xvii. M Narraway – Gardening works - £85.00
 - e. Income received
 - i. Bank Interest - £96.48
8. **New Clerk**
 - a. Mrs Stephanie Juniper took up post on the 14/07/2025, allowing for a short hand-over period before present Parish Clerk left employment at the end of July 2025
9. **Highways**
 - a. 20mph speed limit – way forward
 - b. Road Signs & Village sign (Picture)
10. **Flooding – Brookside Road**
 - a. Meeting held between D Dodge, M Weston (Office Manager for local MP -Rt Hon Sir Ashley Fox MP, B Forgan held on the 18/10/25
 - b. M Weston has met with P & C Sanders
 - c. Dredging of the village Brook – way forward.
11. **Enhancements**
 - a. Removal of weeds in playpark and around the village
 - b. Brownie Copse – Brownie bench
 - c. Village Walk-round 2025
12. **OPPT**
 - a. Application from Shop Steering Group – grant of £5000.00 has been awarded by Somerset Community Foundation

13. Flags

- a. Flying of flags from the Village flag pole protocol

14. Reports Of Representatives

- a. Public Rights of Way (PRoW) B Birkenhead
- b. OPRA (T Gardener)
- c. Steart Ward (D Dodge)
- d. Social Media / Website (D Dodge)
- e. SALC – Community Health & Wellbeing Fund
- f. OVH (L Parsons)

15. Correspondence/Communication

- a. Somerset Sight Advertisement for volunteers and car boot/Country Fair at Yarlington House 14.9.25
- b. South Western Ambulance Charity – request for supporting letter and donation for funding of Critical Response Vehicle CRV
- c. Chair of Hinkley SSG – NDA group Strategy 5 public consultation is now live plus Election information for new Vice-Chair
- d. E-mail received regarding the disturbance from builders working at the Church Hill site.
- e. Response from various villagers after FB post asking for any issues/area which need looking at during the Village Walk-round
- f. Highways requesting information regarding the grit bins within the Parish.
- g. From Devon Trading Standards – requesting that Avian Flu posters are displayed on Parish noticeboards.
- h. Letter of authority sent to Hinkley community agreeing to accept custody of £5000.00 grant for shop feasibility study
- i. SC – Playing Pitch Strategy
- j. SC – Invest Somerset Showcase 2025
- k. Quotation from Seascope to repair play park equipment - £540.00 to supply and £420.00 to fit.
- l. Meeting arranged with Greenslades regarding removal of weeds in playpark and around the village using Foamstream
- m. Letter from OVH regarding increase in price for rental of Village Hall to £300.00 pa
- n. E-mail from Stacy Walker (EDF) regarding clarification of the use of drones over the village for surveillance
- o. SC regarding the Preparedness Survey which needs to be completed by 19th September 2025 - Actioned
- p. Request from parishioner regarding a cigarette receptacle for the bus shelter
- q. Information request from parishioner regarding the permitted use, area and protected species within the Combwich SSI.
- r. Emails received from a number of parishioners regarding the flying of the St Georges Cross on the Village Flag Pole.

16. Training

- a. S Juniper - Part 1-3 Essential Skill for Clerks

17. Forthcoming Meetings/Events

- a. Somerset Parish Council Conference 15/9/25
- b. Community Forum 18/9/25
- c. Transport meeting 13/11/25

18. Register of Interests

- a. Needs to be updated

19. Date And Time Of Next MEETING – 09.10.25 at 7.00pm. at OVH

S Juniper

Mrs Stephanie Juniper
Proper Office and RFO

02 September 2025