

OTTERHAMPTON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
held on
THURSDAY 10th JULY 2025 at 7.00pm at OTTERHAMPTON VILLAGE HALL

PRESENT:

Connie Sanders (Acting Chair), Lindsey Parsons (Chair), Gina Mear (Clerk), Tina Gardener, Steve Parker, Mike Haycraft, Carol Bradbury, Cllr Mike Caswell and six members of the public.

104/25 APOLOGIES FOR ABSENCE:

Dave Dodge, Cllr Brain Bolt.

DECLARATION(S) OF INTERESTS AND DISPENSATIONS:

There were no declarations of members' interests. Member's Interests are disclosed at the time of taking Office. This information can be viewed on the Somerset Council website.

PUBLIC SESSION

1. Somerset Council member's report

- Cllr Caswell reported that there had been a lot of resignations from committees and changes of committees.
- He will not be standing for re-election in 2027.
- The Council's summer recess starts at the end of July.
- There will a LCN chair's meeting to discuss what parish councils are expected to do, especially highways.
- The timescale for the completion of Bridgwater's Celebration Mile is unknown.

2. Public

- It was asked if there will be a new cycle path from Sandford Corner along the A39 to the new estate on Quantock Road. The cycle route will still be through Wembdon with paths around the new estate.

105/25 MINUTES OF THE MEETING HELD ON 12.06.25

The minutes of the Meeting held on 12.06.25 were APPROVED and signed by the Vice- Chair.

106/25 MATTERS ARISING:

There were no matters arising not covered by a separate agenda item.

107/25 PLANNING MATTERS:

1. 39/25/00003/LE Application to determine if planning if prior approval is required for a proposed erection of an agricultural building at Lower Hill Farm, Otterhampton. Formal application not required.

108/25 FINANCE:

1. Bank Reconciliation and Budget Statement for June 2025

The budget statement and bank reconciliation for June 2025 was circulated prior to the meeting and was agreed. The balance at the 30th June 2025 was £82,885.13 including reserves of £32,910.82.

2. The following payments were AGREED:

- a) Lloyds Bank - £4.25 (Bank Charges)
- b) A W Taylor - £85.95 (Fitting Defibrillator)
- c) Otterhampton Village Hall - £16.00 (Rental for Art Workshop)
- d) G Mear - £621.38 (Clerk's Salary & Expenses)
- e) Mrs S A Meikle - £154.00 (Art Project held on 16.06.25)
- f) Local Authority Technology CIC - £258.00 (New Website)
- g) B Leathwood - £244.77 (Otter Tales Printing)
- h) CPRE - £36.00 (Annual Membership)
- i) M Ingram - £100.00 (Removal of Vegetation from Wharf Road)
- j) Somerset Council - £608.40 (Grass Cutting)

3. Income Received:

- a) None

4. Audit

The annual return has been submitted to the external auditors.

109/25 NEW CLERK

There was a unanimous agreement to hire S Juniper as the new clerk. She requested that a mobile phone is purchased to use for Parish Council business, all councillors agreed to this.

110/25 GOVERNANCE

- a. Standing Orders
- b. Financial Regulations
- c. Code of Conduct
- d. Disciplinary Policy
- e. Grievance Policy

All the above documents were circulated to all councillors prior to the meeting and all agreed to adopt each document. All documents to be added to the website.

111/25 HIGHWAYS

- a. 20mph speed limit – N Doble has experience of siting 20 is plenty signs so we could ask her for advice. L Parsons to make enquiries about producing some signs.
- b. Road Signs & Village Sign – S Parker to take pictures of all road signs. It was previously decided to have St Peter's Church on a new village sign but it was thought that this wouldn't be inclusive and it needs to be given further thought. To be discussed at the next meeting.
- c. Enhanced Highways Maintenance Project – An information sheet was circulated to all councillors prior to the meeting. This outlined the type of work that can be undertaken by volunteers.
- d. Bus Shelter Junction - The parish council does not have the powers to change the junction but the work could be done under Section 137. Clerk to contact Kier for a quote.

112/25 FLOODING – BROOKSIDE ROAD

An email update was received from R Dunn of Somerset Council.

113/25 ENHANCEMENTS

- a. Village Gardener – It was agreed for the grass verge alongside the Anchor in Ship Lane should be trimmed monthly during the growing season, and to remove the dead weeds along the pavements and kerbs.
- b. Weeds in the play area were discussed and it was suggested they were burnt off rather trying to remove them.
- c. Community Payback – Will be asked to clear areas around Combwich Church. S Parker agreed to liaise.
- d. Brownie Copse - The pile of brambles cut last year still need to be cleared

114/25 COMMUNITY SHOP

A meeting was held with the Shop Steering Group on 09.06.25. The land at the entrance to the village is no longer an option as the owners do not wish to sell. Brookside Road garage site is still being considered although there are some neighbour objections to a community shop in this location. The existing shop premises is also still being considered.

115/25 REPORTS OF REPRESENTATIVES

- a. Steart Ward (D Dodge) – A camper van parked unattended at the North end of the road on the peninsula, although there are no signs, it should be obvious that agricultural vehicles require the space to turn into the field opposite location of said vehicle. The VW Camper van was potentially blocking access to the end of the peninsula for not only farm vehicles but, Coastguard and emergency rescue. There have and no doubt will be future incidents of walkers becoming trapped in the mud flats. While the residents would most likely object to yet more signage, perhaps we could educate with a campaign utilising Social Media or possibly Otter Tales.
- b. Social Media (D Dodge)

- The new Parish Council logo and banner is now being used on social media.
 - Good progress is being made with the new website
- c. Health & Wellbeing (S Parker)
- The recent trip to Rosemoor Gardens was spoilt by the hire coach breaking down on the way. The coach company has been contacted for a refund.
 - Future events include: Collage work in 16.06.25, a water colour workshop in July, garden sculpture in August and the flower show in September.
- d. Otterhampton Village Hall (L Parsons) – Paul Thornell has been elected chairman. A purge on fundraising is required to increase funds. There is great enthusiasm with the new trustees.

116/25 CORRESPONDENCE/COMMUNICATIONS

- a. Somerset Cllr Rodrigues – raising concerns regarding the lack of planning enforcement in Somerset.
- b. Somerset Council's Chairman's Award – Nominations for this award to be considered
- c. Somerset Bus Partnerships – Representative required.
- d. The Local Government Boundary Commission – consultation on changes to division boundaries in Somerset

117/25 FORTHCOMING MEETINGS:

- a. LCN AGM – 18.06.25
- b. Transport Forum – 10.07.25

118/25 DATE AND TIME OF THE NEXT MEETING:

The next meeting will be the Annual meeting and will be held on Thursday 11th September 2025, 7.00pm at Otterhampton Village Hall.

The meeting finished at 8.45pm

Signed:

(Chair)

Date 10th July 2025