

OTTERHAMPTON PARISH COUNCIL

You are hereby notified that a Meeting of the Parish Council will be held on
THURSDAY 13th November 2025, 7.00pm
OTTERHAMPTON VILLAGE HALL

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

1830 - Speaker – Fodo Higginson, Community Health & Wellbeing Officer, Somerset Association of Local Councils.

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 Annual Parish Council Meeting Held On 9th October 2025

5. Planning Matters

None

6. Finance

- | | |
|--|-------------------|
| a. Bank Reconciliation and budget statement for October 2025 | |
| i. Commercial Working Acct - £1717.30 | |
| ii. Deposit Acct - £39,718.86 | |
| iii. Reserve Acct - £33,984.62 | |
| b. Total Closing Balance as of October 2025 - | £75,420.78 |
| c. Invoices for payment / receipts (inclusive of VAT) | |
| Otterhampton VH - OPPT | £12.00 |
| Parish Online | £45.00 |
| SALC - Training | £180.00 |
| Somerset Council - Grass Cutting (Sept) | £616.80 |
| Somerset Council - Bins (Jul/Sept) | £608.40 |
| Kedel - Bench | £575.40 |
| PKF Littlejohn – Auditors Fees | £252.00 |
| SALC – Introduction to AI | £25.00 |
| Somerset Council – Grass cutting (July) | £838.20 |
| New Somerset Flags | £30.00 |
| Pains Fireworks | £1278.00 |
| Employee costs (wages, employers NI, pension) | £1332.52 |
| d. Income received | |
| Interest | £37.38 |
| Somerset Community Fund (Village shop fund) | £5000.00 |
| e. Audit – The Annual return has been signed off by the external Auditor with no matters needing addressing. The Notice of Conclusion has been displayed on the Notice Boards and added to the PC Website. | |
| f. Consideration to be given to the use of an Accounts Package. See Notes | |
| g. Consideration to be given regarding date for Budget Meeting – Date and Venue to be arranged | |

7. Parish Clerks Brief

- See Parish Clerk Brief in meeting Pack Nov 2025
- Action List

8. Flooding/Emergency Plan

- Offers from Parishioners to become involved in updating Emergency plan, Cannington is interested in attending Workshop.
- Flooding on Brookside.

- i. Contacted EVAG part of Rotary, will arrange a date for them to come to the village.
- ii. Waiting for a response from Richard Dunn regarding works he is proposing
- iii. Volunteer has come forward to assist/supervise the pump

9. Anchor Inn

Concerns raised by a number of parishioners about The Anchor Inn not being open and potential breach of planning.

10. Highways

- a. 20mph speed limit signs purchased. Contacted SC who have responded to an initial enquiry regarding this matter. They advise that SC are not in a position financially to carry out any traffic calming measures at present – see email in pack.
- b. To resolve to formally apply to reduce the speed limit to 20mph in the village subject to result of consultation with residents.
- c. To agree a consultation method for Villagers.

11. Open Spaces Strategy

Cllr Parker has completed the recent survey and advises that it would be prudent for the Council to keep abreast of the situation as things develop as improving our open spaces could attract funding/grants.

12. Enhancements

- a. Trees have been removed on the grassed area opposite the entrance to Nursery Close. This was carried out due to structural damage being caused by the roots to the neighbouring garage.
- b. Brownie Copse – Brownie bench purchased, delivery after the 10.11.25
- c. Non-Council trees – To discuss how to proceed with Villagers concerns in particular those in Estuary Park.

13. Reports Of Representatives

- a. Public Rights of Way (PRoW) B Birkenhead
- b. OPRA (T Gardener)
- c. Steart Ward (D Dodge)
- d. Social Media (D Dodge)
- e. SALC – Community Health & Wellbeing
- f. OPPT – Village Shop Community (G Parrett)
- g. OVH (L Parsons)
- h. SSG (R Parrett)

14. Correspondence/Communication requiring consideration

- a. Enquiry from Parishioner regarding political affiliations of Cllrs – Advised that under GDPR this is protected information.
- b. Local Councils Explained (NALC) Translates complex legislations into practical guidance for Councils
- c. Hinkley Point Briefing Update of work uplift (Power point slides)
- d. Downsborough Highway Working Group
- e. Letter from Sir Ashley Fox (MP)
- f. Parish & Town Council E-mail addresses
- g. Parish and Town Council Tax Levels 2025/26
- h. NALC Training Events

15. Items for Ottertales

- a. Emergency Working Party
- b. Other items.

16. Forthcoming Meetings/Events/Training

- a. OVH ordinary meeting – 19.11
- b. Meet the Regulator Meeting (Hinkley Point) – 25.11.25
- c. OVH AGM – 3.12.25

- d. Downsborough LCN – 10.12.25
- e. Community Forum meeting – 12.01.26

17. Register of Interests

Forms circulated to Councillors to be actioned.

18. Any other Business – not covered on previous minutes.

19. DATE AND TIME OF NEXT MEETING – 12th December 2025 At 7.00pm.

SA Juniper

Mrs Stephanie Juniper
Proper Officer and RFO

Date: 7/11/2025