

OTTERHAMPTON PARISH COUNCIL
AGENDA

You are hereby notified that an Annual Parish Council will be held on:
THURSDAY 14th May 2026, 7.00pm
OTTERHAMPTON VILLAGE HALL

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

PCSO Trevor Philips will be joining the meeting.

- 1. Election of Chair of the Council for 2026/27**
- 2. Declaration of Acceptance of Office by the Chair**
- 3. Election of Vice-Chair for 2026-27**
- 4. Apologise for absence**
- 5. Declarations Of Interest And Dispensations**
- 6. Public Participation 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).

- 7. To Approve Minutes of The Ordinary Parish Council Meeting Held On 9th April 2026**

- 8. Matters Arising -** Not covered by a separate agenda item.

To provide update on matters – no decision can be made on these items and will be moved to the following agenda.

- 9. Appointment of representative to outside bodies**

To confirm appointments of Representative as detailed below:

Otterhampton Village Hall – Cllr Parsons
Community Forum – Cllr Haygrove
Transport Forum (Hinkley) – Cllr Dodge
Hinkley SSG (A&B) – Mr B Birkenhead
Health & Wellbeing (SALC) – Cllr Parker
Emergency Planning – Cllr Gardener/Cllr Parker
Dowsborough LCN – Cllr Sanders/Cllr Gardener
OPPT – Cllr Sanders/Cllr Haygrove
School Liaison – Cllr Parsons
Stear Forum – Cllr Dodge
Public Rights of Way – Mr Birkenhead
Defibrillators – Mrs R Perrett
Rural Transport (LC) – Ms C Conlon
Somerset Community Emergency Hub Pilot – Cllr Dodge and Cllr Parker

- 10. Review of Insurance**

To consider and agree renewal of Insurance Policy provided by Clear. Documentation circulated within the meeting pack prior to the meeting.

- 11. Review of expenditure under section 137 of the Local Government Act 1972**

To confirm that Nil expenditure occurred

- 12. To review and adoption of Council policies and procedures**

- a. Complaints Procedures 2018
- b. Freedom of Information Policy 2018

- c. Press Policy 2018
- d. Safeguarding Policy 2021
- e. Financial Regulations – final version

13. Planning Matters

Nil

14. Finance / AGAR

- a. To consider and approve the Annual Governance Statement for the year ending 31st March 2026 (s.1 of the Annual Return 2025/26)
- b. To consider and approve Annual Accounting Statement for the year ending 31st March 2026 (s.2 of the Annual Return 2026/26)
- c. To consider and approve the Bank Reconciliation and budget statement for April 2026. Current total balance is **£75,643.35**
- d. To approve the following payments / receipts (inclusive of VAT), plus any invoices presented after the agenda has been published.

SLCC	Purchase of Arnold-Baker on Local Council Administration 14 th Edition	£169.87 +pp
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- e. To note income received to the end of April 2026

Interest	£25.99
50% Precept	£16,125.00

15. To review subscriptions and memberships

- CPRE
- SALC/NALC
- Parish Online
- Scribe
- Office 365
- SLCC – to consider joining

16. Parish Clerks Report

To receive the Clerks report

17. The Anchor Inn

To receive update and consider any further action required regarding the opening of the Anchor Inn.
To approve Asset of Community Value application.

18. The Community Shop

To consider the possibility of siting a village shop on the grassed area adjacent to the children’s play area. (see drawings in meeting folder).

To consider applying for the shop to be made an ACV.

To consider carrying out community engagement regarding the future of the shop.

To consider exploring siting the shop in the village hall and moving the bar upstairs.

19. 20mph speed limit in Village

To consider proposal by parishioner who has kindly agreed to fund ‘traffic’ mirrors at two locations within the village, namely the junction of Brookside, Riverside and Church Hill (electricity pole No.6, subject to relevant agreements) and the blind bend on the junction of Ship Hill and Riverside up to a maximum of £1500.00

20. Reports Of Representatives

To receive reports from the following: -

- 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 (S Parker)
- g. OVH (L Parsons)
- h. Dowsborough LCN (T Gardener) – Meeting notes included in meeting pack.

21. Correspondence/Communication requiring consideration

- a. Slides from PCSO Trevor Philips
- b. Connectivity Plan Consultation from Somerset Council – Survey to be completed. Deadline

22. Forthcoming Meetings/Events/Training

- a. Annual meeting of the Parish – 28th May 2026
- b. Hinkley Main Site Forum – 4th June 2026
- c. Dowsborough LCN – 17th June 2026
- d. Transport Forum – 25th June 2026
- e. Dowsborough LCN AGM 30th June 2026
- f. Dowsborough LCN Highway meeting 30th June 2026

23. Items for information only/ future agenda items

To note matters for the future agenda. No decisions may be made under this item

24. Date and time of next meeting – 11th June 2026 at 7pm

Mrs Stephanie Juniper
Proper Office and RFO

Date: 9th May 2026