

OTTERHAMPTON PARISH COUNCIL
AGENDA

You are hereby notified that an Ordinary Meeting of the Parish Council will be held on;
THURSDAY 10th September 2026, 7.00pm
OTTERHAMPTON VILLAGE HALL

Members are required to attend.

The meeting is open to the press and public.

All attendees are notified that for the purpose of minute taking, the meeting will be recorded.

1. Apologies For Absence

2. Requests for Declarations Of Interest and Dispensations

3. Public Session (Including Ward Councillor Reports)

(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 9th July 2026

5. Matters Arising from previous minutes

(To provide updates on matters not on the agenda, no decision can be made on these items which will be moved to the following agenda)

6. Planning Matters

- a. **39/26/00004** – Quern Barn, 47 Riverside, Combwich, Somerset TA5 2RB – Change of use of Quern Barn from short-term holiday let to ancillary residential annex
- b. **39/26/00005** – 9 Nursery Close, Combwich, Somerset TA5 2JB – Permission GRANTED
- c. **39/26/00006** – Crossways Farm, 60 Brookside Road, Combwich, Somerset – Permission GRANTED
- d. **39/26/00007** – Crossways Farm, 60 Brookside Road, Combwich, Somerset - WITHDRAWN

7. Finance

- a. To approve the setting up of a Direct Debit mandate for HMRC payments
- b. To approve the setting up of a Direct Debit mandate for ICO renewal payments
- c. To resolve to renew the annual subscription to Open Spaces Society at £45.00
- d. To approve the Clerks pay rise in accordance with the LGA Pay review of 3.3% back datable from the 1st April 2026
- e. To approve the Bank Reconciliation and budget statement for the end of August 2026.
- f. To be advised that the balance at the end of Aug 2026 was **£61,894.65**
- g. To approve the following invoices for July and August 2026 payments.
- h. To agree a contractor to carry out Tree Survey
- i. To agree a Contractor to carry out works to areas within the village where the vegetation needs to be managed.

Lloyds Bank	£9.92	Service Charge
Amazon	£9.99	Refund of payment made to S Juniper
Otterhampton Village Hall	£13.50	Hire of Hall - Steart Forum
Staff Costs	£2982.66	Staff cost to inc pension, HMRC and use of office
Morrisons	£33.78	Refund of payment made to S Juniper
Wickes	£44.00	Materials for refurb. goal post on common - refund Clerk
Refund to resident	£49.12	Materials for works to Buoy - Grandfield & Son
ROSPA Play Safety Ltd	£138.00	Inspection

Somerset Council	£442.80	Grass Cutting
Take Art Ltd	£480.00	Circus on the Common event
Somerset Council	£608.40	Emptying of bins

The following income was received in July & August 2026:

Ticket sales for Circus-on-the common event	£830.20	
National Grid	£34.16	Wayleave payment

8. Governance

- a. To Agree the amendments to the Financial Regs 2026 of Para 8 and the inclusion of Para 17.
- b. To note the resignation of Councillor Dodge and for the Clerk to take the necessary steps to fill the vacancy.
- c. To seek representatives for the following Committees.
 - i. Transport Forum
 - ii. Steart Forum
 - iii. Dowsborough Highways Working Group

9. Parish Clerks Report

- a. See Annexe A

10. Anchor Inn appeal against ACV being awarded by Landlord

- a. To receive update regarding the appeal by the landlord and inform council of the outcome if known.
- b. To consider any further action if required.

11. Flooding/Preparedness

To receive update regarding the flooding issues along Brookside and note report compiled by Sedgemoor District Council in June 2009, as well as correspondence from parishioner.

12. Village enhancement / Amenities

- a. To receive update regarding the conservation works to the Lychgate.
- b. To note that Cllr Haycraft no longer wishes to carry out playground inspections and to agree to seek an alternative councillor or suitable person to undertake this role.
- c. To agree to cover the cost of training someone to do the playground inspections if required.
- d. To receive and approve the latest playground inspection report, note any defects or required actions, and agree any further action needed (inc. within meeting pack).
- e. To resolve to approve a modest 'thank-you' gift for EDF staff working at the Wharf, at a cost not exceeding £10.00 for their assistance with photographing the church.
- f. To formally record within the minutes a 'thank you' to parishioner for painting the goal post and fitting the new football net.
- g. To formally record within the minutes a 'thank you' to all those who volunteered and helped at the Circus on the Common event.
- h. Neighbourhood Watch Scheme – to consider and agree any next steps (request inc. in meeting pack).
- i. To consider instructing Greenslade to clear weeds around the village and the playpark for the next three years.
- j. To agree contractor to carry out tree survey.
- k. To agree contractor to carry out vegetation clearance at Wharf Road, bottom of Nursery Close and area near the benches on the pill.
- l. To consider action to be taken regarding the parking of cars on the junction of School Lane and Church Hill

13. Community Engagement

To note and consider report circulated prior to the meeting regarding action to be taken to improve community engagement.

14. Reports Of Representatives (if applicable)

- a. Public Rights of Way (PRoW) - Mr Birkenhead
- b. OPRA (Cllr Gardener)
- c. Steart Ward
- d. SALC (Community Health & Wellbeing (Cllr Parker)
- e. Transport Forum
- f. Community Forum
- g. Hinkley SSG (A & B) Mr Birkenhead
- h. School Liaison (Cllr Parsons)
- i. Rural Transport (Ms Conlon)
- j. Emergency Hub (Cllr Parker)
- k. Dowsborough LCN (Cllr Gardener)
- l. Dowsborough High Working Group

15. Correspondence/Communication requiring consideration (in meeting pack)

- a. To note communication from Colin Leppard regarding Bridgwater Bay – Unit 94, to include a previous proposal for a Local Nature Reserve (for reference only).
- b. To note complaint received from parishioner about the condition of the pavilion on the common and consider any further action.
- c. To agree delegation of authority to complete a survey regarding Somerset Connectivity by the 11th September. (e-mail circulated on the 9th July 2026).
- d. To note response by Clerk to Polling District and Polling places review survey.
- e. To note complaint received from parishioner regarding the Cornish Close development and consider any further action.
- f. To note complaint regarding the condition of Wharf Road and potential of giant hogweed.
- g. To note communication received from Rights of Way and Volunteer Officer (Somerset Council) regarding cutting the grass on the common in line with the King Charles III England Coast Path and consider any further action, noting that England Nature has been contacted for their consideration.
- h. Somerset Rivers Authority Report 2026-26
- i. Correspondence from villager regarding the current lack of postal service.

16. Forthcoming Meetings/Events/Training

- Hinkley Point (A&B) – 15th September @ 0900 – The Canalside, Bridgwater
- Dowsborough Highways Working group – 17th September @1000 – Victory Hall, Stogursey @10:00
- Dowsborough LCN meeting – 22 September 26 – Spaxton Village Hall @ 1830
- Meet the Regulators (Environment Agency) – 22 September 2026 via Teams (register by 17.09.26)
- Scribifest 2026 – 17th September 26 @ 0930-1600 – via Zoom

17. Date and time of next full council meeting – 15th October 2026 @ 7pm



Mrs Stephanie Juniper
Proper Office and RFO

Date: 4th September 2026