

Otterhampton Parish Council
Minutes of the Ordinary Parish Council Meeting

Held on 10th September 2026 at Otterhampton Village Hall, commencing at 7pm

Present

Cllrs M Haycraft, C Bradbury, S Parker, T Gardener, C, Sanders
Mrs S Juniper (Clerk/RFO)
- plus 7 members of the public

124-26 Apologies for Absence

Cllr L Parsons, Cllr M Caswell.
Meeting was Chaired by Cllr Parker (Vice-Chair)

125-26 Declarations of Interest & Dispensation

No declarations were made.

126-26 Public Session

A question was asked regarding the potential HMO at 34, Brookside and if anything has been done to the report the issue. Clerk to follow up.

Resident raised concerns about the distressing sounds from a property within the village and potential Safeguarding concerns. Encouraged to report to the appropriate agency as they have the information that will be required, signposted to Somerset Safeguarding Portal.

Parishioners advised that they contact HPB to see if they can help with refurbishing the original wooden village entrance sign.

127-26 Minutes of the Previous Meeting

The minutes of the Ordinary Parish Council meeting held on the 9th July 2026 were approved and signed as a correct record.

128-26 Matters Arising from Previous Minutes on the Agenda.

There were no matters arising.

129-26 Planning

- 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 – No objection raised by PC.
- 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- d. **39/26/00007** – Crossways Farm, 60 Brookside Road, Combwich, Somerset – WITHDRAWN

130-26 Finance

- a. It was RESOLVED to set up a Direct Debit mandate for HMRC payments
- b. It was RESOLVED to set up a Direct Debit mandate for annual ICO payments.
- c. It was RESOLVED to renew the annual subscription to Open Spaces Society at £45.00 using its statutory power under **Section 143(1)(b) of the Local Government Act 1972**, noting that the Society's specialised legal guidance directly assists the Council in exercising its powers regarding local Public Rights of Way and its statutory environmental duties."

- d. It was RESOLVED to approve the Clerks pay rise iaw the LGA Pay Award review by 3.3% to be back dated to 1st April 2026.
- e. Members APPROVED the bank reconciliation for the end of August 2026
- f. Members acknowledged that the bank balance at the end of August 2026 was £61,894.65
- g. The following invoices were APPROVED for payment.

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 (Jul & Aug)	£2982.66	Staff cost inc pension, HIMRC and use of office
Morrisons	£33.78	Refund of payment made to S Juniper
Wickes	£44.00	Materials to refurb. goal post on common – Refund S Juniper
Refund to resident	£49.12	Materials for works to buoy – Grandfield & Sons
ROSPA	£138.00	Playground inspection
Somerset Council	£442.80	Grass cutting
Take Art Ltd	£480.00	Circus on the common event
Somerset Council	£608.40	Emptying of bins

- h. The following income was noted: -

Ticket Sales for Circus-on the Common event	£830.20	
National Grid	£34.16	Wayleave Payment

- i. All AGREED to award the contract to carry out the Tree survey to Sedgemoor Tree Services
- j. All AGREED to award the contract for clearance of vegetation along Wharf Road, bottom of Nursery Close (subject to necessary permissions) and The Pill area to Sedgemoor Tree Services.

131-26 Governance

- a. The amendments to the Financial Regs 2026 of Para 8 and the inclusion of Para 17 which were previously circulated was RESOLVED, this allows for the application of a Debit Card for use by Clerk.
- b. The resignation of Councillor Dodge was accepted, Clerk to take necessary steps to display notices and inform the Monitoring Officer. Mr Dodge was thanked for his help whilst in post.
- c. The following representatives were agreed for the following Committees.
 - i. Transport Forum – To be filled.
 - ii. Steart Forum – To be filled.
 - iii. Dowsborough Highways Working Group – Cllr Parker

132-26 Parish Clerk Report

- a. Cllr Gardener has agreed to meet Clerk soon to apply for debit card.
- b. Permission is being sort from Highways regarding the refurbishment of the village street signs.
- c. Clerk confirmed that Greenslades have carried out the Foamstream works around the village.
- d. Members advised that a request has been sent to Colin Leppard from England Nature for a site visit, but he is off ill at the moment.
- e. Members advised that a request has been received from Somerset Council to cut a more visible track through the grass adjacent to the river bank, along the actual Kings Charles III footpath.

Signed by Chair_____

Permission has been sought from England Nature. Mr Birkenhead PROW representative to follow up.

- f. Vegetation from around the road signs on the corner of Brookside and Ship Lane have been cleared.
- g. Cllr Bolt chased regarding the Hornbeams near Estuary Park, awaiting a response.
- h. Church have cleared overgrown vegetation as requested.
- i. Drain along Ship Lane no longer pose an issue of water overshooting.
- j. Landlord of the Anchor Inn contacted re: the exposed water meter due to missing cover.
- k. Rubbish bins left on the road at the top of Ship Lane have been reported to Somerset Council, Waste management department are dealing.
- l. Work continues regarding the Village Emergency Preparedness plan.

133-26 Anchor Inn appeal against ACV being awarded by Landlord

- a. Members were briefed about the hearing which took place yesterday at Somerset Council County Hall regarding the appeal lodged by the owners of The Anchor Inn. The Parish Council will be notified of the decision by the end of 18th September 2026.
- b. No further action required until we know the outcome, but it is likely that we will need to look at convening a working party.

134-26 Flooding/Preparedness

Clarification to be sort regarding the application of grants/funding for works to alleviate the flooding along Brookside. Members advised of another property in the village which is being affected by the Brook when it is in flooding.

135-26 Village enhancement / Amenities

- a. Cllr Parker advises that works continues but no further update at this point regarding the Lychgate.
- b. It was noted that Cllr Haycraft no longer wishes to carry out the inspection of the Play area on a weekly basis but is happy to continue once a month; it was therefore RESOLVED to seek volunteers and to pay for their training.
- c. As above
- d. Members noted the ROSPA Playground Inspection which was circulated prior to the meeting and any works required. Nothing was of an urgent nature, but the gate does need to be repaired. Cllr Haycraft agreed to have a look at it.
- e. It was RESOLVED 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. It was RESOLVED to formally record within the minutes a 'thank you' to parishioner for painting the goal post and fitting the new football net.
- g. It was RESOLVED to formally record within the minutes a 'thank you' to all those who volunteered and helped at the Circus on the Common event.
- h. It was AGREED by members to support the formation of a Neighbourhood Watch Scheme within the parish, to be administered by N Kittelsen Skirton.
- i. It was AGREED to continue to monitor the success of the use of Foamstream as a weed killer within the Parish.
- l. Concerns raised about the parking of cars close to junctions particularly at the junction of School Lane and Church Hill. It was AGREED to lodge a complaint with the local Police.

136-26 Community Engagement

Community Engagement strategy was circulated to members prior to the meeting; it was AGREED to proceed with suggestions; commencing with the Christmas Home Decoration competition to get the information in the next issue of OtterTales.

Signed by Chair_____

137-26 Reports of Representatives

- a. **Public Rights of Way (PRoW) - Mr Birkenhead**
Nothing significant to report, continuing to maintain the footpaths as much as possible.
- b. **OPRA (Cllr Gardener)**
Dog show is now postponed to next year. The Village firework display will be held on the 1st November. Clerk advised about Martyns Law and will send information to relevant parties.
- c. **Stear Ward**
Nil
- d. **SALC (Community Health & Wellbeing (Cllr Parker)**
Circus and Flower show were all a great success and went very well.
- e. **Transport Forum**
Nil
- f. **Community Forum**
NA
- g. **Hinkley SSG (A & B) Mr Birkenhead**
NA
- h. **School Liaison (Cllr Parsons)**
Nil
- i. **Rural Transport (Ms Conlon)**
Nil
- j. **Emergency Hub (Cllr Parker)**
Nil
- k. **Dowsborough LCN (Cllr Gardener)**
Nil
- l. **Dowsborough Highways Working Group**
Nil

138-26 Correspondence/Communication requiring consideration

- a. Members noted communication from Colin Leppard regarding Bridgwater Bay – Unit 94, to include a previous proposal for a Local Nature Reserve (for reference only).
- b. Members noted complaint received from parishioner about the condition of the pavilion on the common and consider any further action – OPRA advised, and they are aware that it needs to be looked at.
- c. Members AGREED delegation of authority to complete a survey regarding Somerset Connectivity by the 11th September. (e-mail circulated on the 9th July 2026). Cllr Parker to action.
- d. Members noted response by Clerk to Polling District and Polling places review survey.
- e. Members noted complaint received from parishioner regarding the Cornish Close development and consider any further action.
- f. Members noted complaint regarding the condition of Wharf Road and potential of giant hogweed – parishioner advised that the plant is fennel not hogweed, but condition noted and being looked at.
- g. Members noted 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. Members noted Somerset Rivers Authority Report 2025-26
- i. Members noted correspondence from villager regarding the current lack of postal service was noted and complaint sent on behalf of the parishioners.

149-26 Forthcoming Meetings/Events/Training

Hinkley Point (A&B) – 15th September @ 0900 – The Canalside, Bridgwater

Signed by Chair_____

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)

Scribefest 2026 – 17th September 26 @ 0930-1600 – via Zoom

140-26 Any other Matters

Nil

141-26 Date And Time Of Next Meeting – 15th October 2026 @ 7pm

Meeting Closed by Chair at 2042

Signed by Chair _____

Date _____

Signed by Chair _____