

Otterhampton Parish Council
Minutes of the Ordinary Parish Council Meeting

Held on 14th June 2026 at Otterhampton Village Hall, commencing at 7pm

Present

- Cllr L Parsons (Chair)
- Cllrs M Haycraft, C Bradbury, S Parker, T Gardener, C, Sanders
- Cllrs M Caswell (SC)
- Mrs S Juniper (Clerk/RFO)
- plus 4 members of the public

84/26 Apologies for Absence

Cllr D Dodge

85/26. Election of Vice-Chair

No nominations were received, item to be carried forward to the next meeting

86/26 Public Session (including Ward Councilors Report)

Cllr Caswell reported that the Government has awarded Somerset Council £50 million for flood mitigation and defenses. He urged that the Parish Council write to the Leader of Somerset Council to ensure that some monies is made available for the works to Brookside Road, namely the fitting of a 'flap on the outfall' as outlined in the Survey carried out in 2005. There is no date for the meeting planned as yet.

87/26. Minutes of the Previous Meeting

The minutes of the Annual Parish meeting held on 14th May 2026 were approved and signed as a correct record.

88/26. Matters Arising from Previous Minutes on the Agenda.

There were no matters arising.

89/26. Planning

There were no planning matters arising.

90/26. Finance

- a. The Bank Reconciliation and budget statement for May 2026 were APPROVED
- b. Total Closing Balance as of end of May 2026 - **£72,187.75**
- c. The following Invoices for payment / receipts (inclusive of VAT), we APPROVED by those present.
- d. Expenses

Service Charge	Lloyds Bank	£4.25
Staff Costs		£1016.79
S Juniper	Use of home office space	£26.00
OVH	Hire of hall (SALC fund)	£18.00
Nest Pension Fund	Pension contribution (April & May)	£165.28
Nigel Downing	Art Group Presenter	£170.00
Starboard Services	Scribe	£37.20
The Soccer Store	Replacement football nets	£50.90
SALC	Training	£70.00
Otterhampton Village Hall	Hall hire for PC meetings in advance for the yr	£300.00
Otterhampton Village Hall	Hall hire for Art Club and GC (SALC fund)	£45.00

Signed by Chair_____

Date_____

S Juniper (Currys)	Refund for ink	£39.99
SALC	Annual subscription	£380.74
S Juniper (Squabb Storage)	Secure shredding of paperwork	£10.00
R Young	Internal Auditor	£30.00
SLCC	Annual membership	£215.00

e. Income received

Lloyds Bank	Interest received	£25.96
OPRA	Rent for use of barn received 2025-26	£200.00
OPRA	Contribution towards the Circus on the Common (SALC Fund)	£250.00

f. The internal audit has been completed; there was nothing to bring to the attention of the Council.

91/26. Parish Clerk Report (See Annex A)

Clerk briefed the members of actions taken, works completed and those outstanding. Action list was circulated to members prior to the meeting for their consideration.

Traffic mirrors - Clerk advised members of the response from SC Highways regarding the siting of traffic mirrors within the village. They do not authorise siting of traffic mirrors and will not apply to DoFT in order to do so as this would require carefully siting and planning permission. They further advised that if an individual did so, they would then take on liability for this. It was unanimously AGREED to not proceed with this action. The parishioner was duly informed and thanked for his kind offer (post meeting).

Level of membership with SLCC – Members advised that the Clerk had to join as full member, but would fund herself the additional cost to register as a student.

92/26. To confirm the following representatives of Committees.

- Transport Forum (Hinkley) – Cllr Dodge, not present so referred to following meeting
- Emergency Planning – Cllr Gardner wished to be removed from this committee
- Stear Forum – Cllr Dodge, not present so referred to following meeting
- Somerset Community Emergency Hub Pilot – Cllr Dodge, not present so referred to following meeting.

93/26. Review of Complaints Procedures

After considering the information circulated prior to meeting it was AGREED unanimously to not amend the original wording in Paragraph 3.6 of the OPC Complaints Procedures 2026 thereby the Policy will allow an anonymous complaint in certain circumstances.

94/26. Fly Parking

The option of considering the siting of double yellow lines at the entrance of the village along Brookside was discussed. Clerk to send in a plan as requested.

Chair advised members that EDF will be carrying out spot checks regarding the reported issues within the village and are working to reduce the problem. Unfortunately, a particular car which is causing problems is not registered.

95/26. Flooding/Preparedness

We are still waiting for a mutual date for the meeting between Stakeholders.

Cllr Dodge submitted a report, refer to Annex B

96/26. Village enhancement / Amenities

Lychgate – Cllr Parker confirms that he continues to get estimates for works. He has found an Architect who has agreed to be the Lead Conservation role as required by the Memorial Trust, with costings between £7-£10K for the Developmental fund. He also advises that he has not instructed the scaffolding to be erected as he is not able to apply for funding retrospectively.

Anchor Inn - Nicole Hale (Community Safety Officer) has confirmed that she has spoken with the HMO enforcement officers in relation to the potential unregistered HMO in the village who has been assured that this matter will be investigated fully.

Villagers have held a meeting with reporter from Bridgwater Mercury.

Cllr Caswell advised those present that he has had a response from Somerset Council regarding the ACV application that it doesn't meet the criteria, no reason given. He has appealed their decision; it is now being reviewed.

Village Shop – Cllr Parker has contacted has emailed the Community Value office and advised them that the Parish Council are intending to submit an ACV application.

Village Signs – Pictures of the relevant road signs within the village were circulated to members prior to the meeting. Cllr Parker suggested that there was only one sign which needed replacing with the rest requiring refurbishing as they are metal, ie new timber backs. The artwork for the new village sign was discussed and all AGREED that the pictures whilst lovely were too detailed. It was therefore decided to get a photo of the church for consideration. Cllr Caswell advised that SC were no longer maintaining road signs

Cllr Caswell left the meeting.

Unauthorised camping on the Common – Members considered if there was a risk of unauthorized vehicles/campers etc on the common. It was decided that in order to prevent this was difficult and it probably wasn't a huge risk.

Reallocation of unspent Village Shop Grant Fund – Cllr Parsons proposed that this money from the Community Fund awarded by OPPT was reallocated to the HVB which was seconded by Cllr Haycraft. The motion was CARRIED with Cllr Gardener abstaining.

Glycophosphates – All members AGREED for the clerk to contact Somerset Council and instruct that no further Glycophosphate weed killers be used. The council will fund the use of Foamstream to deal with the weeds in the playground and around the village on a bi-annual basis.

OtterTales – OPRA have agreed to fund the 365 account for OtterTales

Traffic Mirrors – Somerset Council are not prepared to authorize the siting of Traffic mirrors within the Parish. They inform the Council that if they sited them, it would expose the Council to being liable if there are any problems. It was AGREED unanimously that this would not be acceptable.

97/26. Reports Of Representatives

See report in Annex C

98/26. Correspondence/Communication requiring consideration

- a. Response from SC regarding the siting of traffic mirrors
- b. Request from Dowsborough LCN to fund the printing of 30-40 posters to publicise the meeting about rural transport. – Update no longer required.

- c. Nomination required for Chairmans Award by the 24th of July 2026. Cllr Gardener agreed to action

99/26. Forthcoming Meetings/Events/Training

- Bench event with the Brownies – 6pm
- Dowsborough LCN – 17th June 2026 – 1830-2030 – Spaxton Village Hall (In person only)
- Transport Forum – 25th June 2026
- Dowsborough Highway meeting – 30th June 2026 – Victory Hall, Stogursey
- Seafarers Service – 6th July 2026 @ 1500 outside the village hall.

100/26 Any other Matters

Cllrs Sanders informed the members that the vegetation at Biffens Corner is causing an obstruction for motorists turning onto the main C182.

100/26. DATE AND TIME OF NEXT MEETING – 9 July 2026 @ 7pm

Meeting Closed by Chair at 2050

Annex A

Date of Meeting	Action to be taken	Ref No:	By Whom	Update/Completed
11.09.25	To change the postal address with Lloyd's bank	123/02-1	Cllr Gardner	Outstanding – Cllr Gardener advised that she hasn't been able to action this on the website.
	Add Cllr Bradbury as signatory to Lloyd's bank acct	123/25-3	Cllr Gardner	Outstanding
	9/4/26 - Apply for a debit/credit card	Financial Regs	Cllr Gardener	Outstanding. Please action as I need to be able to pay for items. Clerk advised to go ahead and apply
11.09.25	Contact 20's plenty charity for assistance with Highways application- Purchase banner – needs siting	124/25-1	Cllr Parker	Banners are now displayed
	9/10/25 Progress application for 20mph in the village	Item 11. b	Full Committee	Resolutions need to be made for application and budget setting. Matter to be raised at next LCN Transport meeting for advice. Update – Cllr Parker attended meeting
	9/4/26 'Traffic mirror	54/26	Clerk	See communication from Highways Item 17 – SC informs that they do not allow the siting of traffic mirrors. Permission for this would need to come from the DoT and they will not apply. If the private individuals site a mirror, they will then have liability if anything goes wrong.
1.09.25	Contact campaign for rural Somerset grant from CPRE re: fingerpost sign on the Ci82 junction to Otterhampton Get a price from Contractor	124/25-3	Clerk	Poss. Insurance claim – matter to be raised at next LCN Transport meeting for advice. Update – Cllr Parker attended meeting
11.09.25	Photo to be taken of the church for the new village sign	124/25-2	Cllr Gardener	Contact local resident to potentially do a painting. Agenda Item June 2026
14.09.25	Works to Village road signs inc entrance sign	Village walk	Clerk/ Cllr Parker	SP has taken photos Agenda item June 2026
9/10/25	Arrange a Riparian workshop	Item 12b	Clerk	Waiting for a proposed date from Dr Elliston 12.2.26 Needs follow up
9/10/25	Review success of Foamstream application in the Spring	145/25-g	Clerk	Agenda Item June 2026

Date of Meeting	Action to be taken	Ref No:	By Whom	Update/Completed
14 th May 26	Email Karen Barnes SC to cancel weed killer application		Clerk	Agenda Item June 2026
9/10/25	Contact Boat Club regarding works being carried out on the embankment – PC side	138/25	Clerk	Update – Further letter sent asking for additional debris to be removed. Clerk to contact Port Master to see what PC responsibilities are when time allows
9/10/25	Village Common Contact Colin Leppard regarding SSSI	138/25	Clerk	Cllr Parker has had a meeting with the Steven Parker from the Rare Plant Society who detailed plants within the area.
	14/5/26 After carrying out some research it seems that the SSI might need to be re-affirmed. Update required		Clerk	8/6/26 – Clerk had a meeting with Colin Leppard who is the Responsible Officer for English Nature to be added to the July Agenda
	14/5/26 Get clarification of area of grass to be cut behind the goal post	54/26	Clerk	As above
11/12/25	Anchor Inn – Raise potential planning breach with Council	162/25	Clerk	Chased, Still waiting to be reviewed by Planning Dept 12/5/26 – Confirmation received from SC that they received the notification in Jan!
				In response to a letter to Sir Ashley Fox from SC, it was confirmed on the 9 th Feb by the Planning Dept that they had received the Notice lodged by myself. To be chased up with relevant parties.
			Cllr Parker	ACV application being prepared
12/2/26	Arrange a meeting with interested parties regarding the works to Brookside. Richard Dunn, Paul Elliston, SRA, EA, landowner, FWAG	Item 8	Clerk Cllr Dodge	Update – See Agenda Item Still waiting for a date
	Get some signage for dog fouling and put up	Item 11	Clerk	Works order sent to M Narraway to action
12/2/26	Refurbishment of LifeBuoy stand and noticeboard on the Pill	Item 15.26	Clerk	
12/2/26	Clearance of vegetation on the embankment opposite the entrance to nursery Close			Meeting to be arranged
	Set up a village Preparedness Work Group		Clerk	Update – 3 x volunteers plus one Cllr to attend workshop Training on the 23/3/26

Date of Meeting	Action to be taken	Ref No:	By Whom	Update/Completed
				Meeting has taken place of the Emergency Hub Planning to explore how it will work. To be added to the Agenda for July's meeting
9/4/26	Memorial Tree – Arrange for a Sweet Chestnut to be purchased and planted idc	56/26d	Clerk Cllr Haycraft	
9/4/26	Play Park – Formalise routine inspections	56/26e	Clerk	Send Mike inspection sheets
	Gates open outwards	56/26e	Clerk	Research shows that this is indeed correct, it is so people are not trapped inside the area if there is a mass exit and prevents people from collecting behind the gate so it won't open
14/5/26	Football nets – Needs replacing		Clerk	Two parishioners have kindly agreed to paint the goal posts and I have someone who will help put the net up once this is done. The nets have arrived
9/4/26	Circus on the Common – Agree Promoters form. https://www.surveymonkey.com/r/XVM5M26		Clerk Cllr Parker All	Cllr Parker to arrange a meeting of event planning committee
14/5/26	Missing signs on the common and on the track by the Brownie Copse bench both needs replacing			M Narraway asked to look at this and action.
14/05/26	Join SLCC			Joined
14/05/26	Look into upgrading Office 365 and getting a computer company onboard			
14/05/26	Remove addresses from website and Register of Interests			
14/05/26	Replace fallen signs on the track			
14/05/26	Renew PL & EL Insurance as per renewal notice		Clerk	Actioned
9/06/26	Report of tree fallen across the Brook		Clerk	Who do I report it to?
June 2026	Playground Inspection due		Clerk	To take place in June

Update regarding Brookside Flooding Cllr Dodge

Meeting held with Mark Weston (4th June) to consider actions required to progress a multi-agency response to the ongoing flooding issues.

Discussion

- A 17-year-old flood investigation report produced by Sedgemoor District Council was reviewed. The report was obtained through a Freedom of Information request.
- It was noted that a more recent report, dated February 2026, has not been released.
- The historic report identifies the drainage infrastructure as inadequate but characterises the resulting flood incidents as an inconvenience.
- It was agreed that this assessment no longer reflects the current situation. Recent flooding events have highlighted a risk to life, significantly increasing the seriousness and urgency of the matter.
- Previous attempts since February 2026 to arrange a strategic meeting involving key stakeholders and relevant agencies have received limited engagement and have not resulted in a coordinated response.

Agreed Actions

1. Mark will request that Sir Ashley Fox MP contacts the relevant agency heads directly.
2. The purpose of these contacts will be to emphasise the urgency of the situation and facilitate a strategic meeting of key stakeholders.
3. The proposed meeting will seek to identify and agree a coordinated resolution to the flooding issues affecting Combwich.

FOI Request sent to North Somerset Council by Cllr Dodge

Dear North Somerset Council,

A flood investigation report conducted by Sedgemoor District Council dated June 2009 regarding flooding of Brookside Road, Combwich recommended a phased programme of improvement works:

Phase 1 Essential maintenance works:

1. Remove all obstructions and clear the existing 225mm and 300mm land drain/outfall pipe system.
2. Construct new outfall headwall with not return flap valve.
3. Construct new manhole adjacent to the outfall position.
4. Carry out debris clearance and re-profiling of the ditch serving the "West Catchment"

Phase 2 Staged improvements works

1. Intercept overland flows from the East Catchment through the construction of a cut off ditch along the Northern and Western boundaries of REDACTED TEXT
2. Construct a new supplementary outfall from the inlet Chamber direct to the Combwich Brook.
3. Provide storage or over-pumping of flows during periods of tide-lock in the Combwich Brook.

Which of the above works been completed?

Report from Representatives WWT Steart Marshes

- In sad news we have had some minor vandalism at the toilet block and on checking the CCTV see that we have an issue with people using the hedges and behind the toilet block on a regular basis to relieve themselves when the toilets are locked. They are only open when we are on site which is 8.30-4.30daily. I will publicise the fact that people are very visible on our CCTV when going elsewhere!
- attached is a summary of the Connecting Coastal Communities Project which is my main piece of work
- other news is that we are painting the roundhouse over the next few weeks and Otterhampton Primary school will be on site to decorate it soon
- the Parrett Hide is now open again with a new roof to stop the leaks
- we have a summer of events planned starting with Dragonfly Day and launch of Summer of Saltmarsh on Sunday 7th June, 10am-3pm
- our Sunday catering offer continues between 11am and 3pm with Lin Pops Café joining the team when Sarah Scone Mad can't attend

Steart Cllr Dodge

Road closure through Otterhampton 5th June - 16th June.

Steart Forum proposed meeting 3rd week of July to coincide with the Bristol Ports planning application submission, date and venue to be confirmed.

7th June marks Dragonfly Day and sees the start of WWT summer of Salt Marsh events.

SALC H&WB update: Cllr Parker

In May the SALC H&WB grant has supported the coach trip to Bishop of Wells Palace and Gardens. This was a joint venture between St. Peter's Church and Garden Club. The grant also supported an Art Workshop delivered by Nigel Downing. Both events have generated income which will be returned to the SALC grant fund and ring fenced for next year.

On the 17th July manoAmano and Fuse are performing on the Village Common. ManoAmano are an Argentinian circus act and FUSE are a Somerset based outdoor performance group.

The SALC H&WB is underwriting the cost of manoAmano. Ticket sales will offset the cost with the hope of being cost neutral. Any income generated will return to the SALC fund.

Contributions of £250 from OPRA, £150 from Harbour View Bar, £100 from Garden Club and a request to Village Hall of £100 will underwrite the cost of FUSE. Income generated from OPRA raffle and BBQ will go into the SALC fund.

Proposed that a working group be formed to coordinate the event and ensure its success.