

Otterford Parish Council

Minutes of the meeting held on Tuesday, 10 December 2018 at 19.30 hrs.

Present: OPC Councillors Mike Canham(Chairman), Rosie Viant (Vice Chairman), Phil Wright, and Charlie Field, SCC Councillor John Thorne and the Clerk.

Item	Detail	Action
-------------	---------------	---------------

Community Time

None

Reports from other organisations

Report from SCC Cllr John Thorne:

SCC Cllr John Thorne reported the following:

- A contract is about to be awarded (January/February) to improve the interchange at J25 of the M5. The contractor will have a public liaison officer and a communications and customer care plan and an information centre.
- A358/A 303 improvements – Highways England have postponed the announcement of their A358 preferred route until Spring next year
- Dementia care – SCC is now offering grants to groups/organisations/ individuals who can supply care services for those with dementia. More information at CommisioningTeamMailbox@somerset.gov.uk
- SCC's 3 year contract to supply HIV and sexual health services ends in March and there is a consultation to discuss ways the service can be provided in future: <http://somersetconsults.org.uk/consult.fi>
- The AONB is asking for comments on a new landscape character assessment for the Blackdowns. The draft can be viewed here: <http://eastdevon.gov.uk/media/2718201/east-devon-lca-draft-for-cmtfe-sept-2018-low-res-pdf> and comments can be sent to: Planningpolicy@eastdevon.gov.uk
- Small improvement schemes – effectively these are ending
- Unitary conversation – discussions are underway for the future of the 5 (soon 4) local authorities in Somerset. Consultants are preparing business cases for the various options, one being a unitary authority for the whole county.

Cllr Ross Henley (TDBC) not present.

Avon & Somerset Constabulary – not present.

1. Apologies

Cllr Campbell (work commitment).

2. Declarations of Interest

1. Cllr Canham is a member of the Otterford Parish Hall Committee

2. Cllrs Canham and Viant are Trustees of the Otterford Charity

There were no further Declarations of Interest in agenda items that accord with any Disclosable Pecuniary Interest (s31 & 33 of the Localism Act 2011).

3. Meeting of 13 November

3.1 The minutes of the previous meeting were agreed and signed.

3.2 Matters Arising:

3.2.1 Holman Clavel – Tree(s) in Paddock. The Clerk had approached two of the arboriculturalists and had received a quote from one (for £300) to survey the 4 trees. It was agreed to leave it a few days and go ahead with the cheapest quote received. **Clerk**

3.2.2 Bridleway – Peter Hobley (SCC) had asked his engineer to tidy up the drawings so they were fit to go out to tender. It would then be over to Otterford PC to tender, let and manage the contract (with some supervision of the works from SCC). Cllrs Canham and Field would manage the process with support from the Clerk. **MC/CF**

4. Planning

4.1 There were no new, refused or withdrawn planning applications.

4.2 Applications granted - 29/18/0018 Construction of roof to join main house and extension, replacement of glazed link between house and extension with wall and installation of window at Royston Cottage, Whatley Road, Churchinford.

5. Other Matters –

5.1 World War 1 Commemoration Weekend – final report and full financial out-turn. Cllr Canham presented reports on the full financial out-turn. For the joint income/ expenditure activities £395.51 was owed (by BSM PC) to OPC.

5.2 Parish Plan 2013-2023 Half-Term Review – agreed in March, this would now (subject to agreement by deliverers) be circulated with the January CBO News. It contained a short questionnaire for parishioners to complete.

5.3 Capital & Revenue Works Programme / Parish Plan Action Plan - 6-monthly Review.
These were reviewed. The items which hadn't been achieved were largely outside the Council's control.

5.4 OPF 6-monthly Inspection. Cllrs Campbell and Viant were thanked for their report which had identified a number of minor things which could be dealt with by the Parish Handyman (PH). Clerk to ask him to do the items which could be done in the winter; wood treatments etc would have to wait until spring. Clerk to advise PH he must not to carry out any chain-sawing without a second person present, for safety reasons. **Clerk**

5.5 Conservation Group.
Little contact, and little apparent activity, from the Group recently: keep under review.

- 5.6 Salting & Gritting Roads
 Provision of salt by SCC – the Clerk had contacted SCC and asked that all the bins, including the two newly purchased bins, be filled.
 Siting replacement salt bins – Cllrs Field and Wright were thanked for siting these.
 Salting roads – feedback on rejoining SCC rota - the Clerk had not heard from Cllr Thorne's contact about paying to join the SCC gritting run. Cllr Thorne was asked to chase SCC on behalf of the parish. **JT/Clerk**
 Other contractor, purchasing trailer - these ideas had been discounted at this stage. The first because there were no immediately local contractors who could do it (and it would require comprehensive local weather monitoring and forecasting); the second because of cost and considerable input required.
- 5.7 November Parish Litter Pick.
 Cllr Canham circulated a report and breakdown of items collected on the most recent pick. He had again been in touch with Somerset Waste Partnership about the large numbers of plastic milk bottles dropped from the recycling lorries. They had apologised and would act.
- 6. Correspondence**
 None.
- 7. Financial matters**
- 7.1 Annual Precept – the Council agreed not to raise a precept in 2019-20, but to keep under review for future years if further tasks which SCC/TDBC no longer do are taken on. **Clerk**
- 7.2 Deposit accounts – the Clerk apologised that she had still not had time to set up the second account but would do so at the first opportunity. **Clerk**
- 7.3 Monthly financial summary – noted. The Clerk was waiting for a duplicate invoice from Alvian for their work in the playing field. [Subsequently received] **Clerk**
- 7.4 Payment of invoices – agreed.
- 7.5 The Clerk had not yet had time to look into getting a Council Credit card as discussed at the last meeting. **Clerk**
- 8. AOB**
- 8.1 Cllr Canham asked that the Council buy another two litter picking signs for the safety of litter pickers on the more dangerous stretches of road. These were about £70 each. This was agreed. **Clerk**
- 9. Date of next meeting:** 7.30pm, Tuesday January 8th 2019 in the Wright Room, Otterford Parish Hall.