

**Otterford Parish Council  
Agenda**

The next meeting of Otterford Parish Council will take place at 7.30 pm on **Tuesday 1 October 2019**, in **Bishopswood Chapel, Royston Road, Bishopswood TA20 3RS**.

**PLEASE NOTE CHANGE OF DATE & VENUE**

**Community Time**

*(only 3 minutes allowed per topic – a maximum of 10 minutes)*

**Reports from Other Organisations:**

SCC Division Councillor  
SWATDC Ward Councillor

**Cllr J Thorne,  
Cllr R Henley**

The Parish Council meeting will start by 7.50pm at the latest

**1. Apologies**

**2. Declarations of Interest**

*Standard declarations*

*1. Cllr Canham is an OPC nominated member of the Parish Hall Committee*

*2. Cllrs Canham and Montgomery are OPC nominated (Nominative) Trustees of the Otterford Charity*

*3. Cllrs Canham and Montgomery to declare an interest in Item 5.2*

**3. Meeting of 10 September 2019:**

3.1 Minutes

**Clerk/MC**

3.2 Matters Arising

**Clerk/All**

**4. Planning**

4.1 New Applications: none

**Clerk**

4.2 Applications Granted by SWATDC: 29/19/0008, Change of use of land to domestic curtilage with erection of garage and store at Little Royston, Royston Water, Churchinford (retention of part works already undertaken).

**Clerk**

4.3 Applications Withdrawn/Refused: none

**Clerk**

**5. Other Matters**

5.1	Parish Council Vacancy <i>Consideration of applicants for co-option, and decision</i>	<b>Clerk</b>
5.2	Fingerposts & Footpath Posts Project <i>Final update at conclusion of Project</i>	<b>MC</b>
5.3	V E Day 2020 <i>Further consideration of any commemoration activity.</i>	<b>MC</b>
5.4	Conservation Group <i>Review of role and activities</i>	<b>MC/Clerk</b>
5.5	Otterford Playing Fields <i>Consideration of annual safety report, and Cllrs six-monthly inspection report</i>	<b>Clerk/MC</b>
6.	<b>Correspondence</b>	<b>Clerk</b>
7.	<b>Financial Matters</b>	
7.1	Monthly financial summary – for September/October	<b>Clerk</b>
7.2	Payment of invoices, if any.	<b>Clerk</b>
8.	<b>Any Other Business</b>	
9.	<b>Date and time of next meeting:</b> 12 November 2019 at 7.30pm, in the Wright Room, Otterford Parish Hall.	
	<b>Exclusion of Public and Press</b> In accordance with the Public Bodies (admission to Meetings) Act 1960 s1(2), and the Local Government Act 1972 s100(2), the following agenda items are to be considered with members of the public and press excluded from the meeting for the reason that matters appertaining to the letting of a contract and a lease are of a confidential nature.	
10.	<b>Confidential Items</b>	
10.1	Bishopswood Bridleway <i>Update on contract awarded.</i>	<b>MC/CF</b>
10.2	Holman Clavel <i>Update on new lease negotiations</i>	<b>Clerk/MC</b>

Penny Hart, Clerk to the Parish Council  
24 September 2019

NB: Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions – equal opportunities (race, gender, sexual orientation, marital status and any disability), crime & disorder, health & safety and human rights.