**Otterford Parish Council**

**Agenda**

The next meeting of Otterford Parish Council will take place on **Tuesday 10 March 2020** at 7.30pm in the Wright Room, Otterford Parish Hall, Whatley Road, Bishopswood TA20 3RS

**Community Time**

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

**Reports from other organisations:**

SCC Division Councillor **Cllr John Thorne**

SWATDC Ward Councillor **Cllr Ross Henley**

Avon and Somerset Constabulary

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

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| **1.** | **Apologies** | **Clerk** |
| **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.** | **Meeting of 11 February 2020:** |  |
| 3.1 | Minutes | **Clerk** |
| 3.2 | Matters arising | **All** |
| **4.** | **Planning** |  |
| 4.1 | New applications: [*29/20/0002*](https://www2.somersetwestandtaunton.gov.uk/asp/webpages/plan/PlAppDets.asp?casefullref=29/20/0002)*,* Erection of two storey and single storey extension and associated works on the east elevation and a detached double car port to the south at Valley View (formerly Dovecote House) Bishopswood, Chard, Otterford.  *29/20/0005/NMA,* Non-material amendment to application 29/19/0015 for the installation of a side entrance to the approved extension at 1 Ivy Cottages, Holman Clavel Road, Culmhead. | **Clerk** |
| 4.2 | Applications granted by SWATDC: None. | **Clerk** |
| 4.3 | Refused/withdrawn applications: None. | **Clerk** |
| **5.** | **Other Matters** |  |
| 5.1 | VE 75  *Update* | **MC** |
| 5.2 | BBQ Bake-Off  *Update, and consideration of financial implications* | **JM** |
| 5.3 | Parish Litter Pick (Advert)  *To note the 17th Pick will be held on 14th March (this Saturday)* | **MC** |
| 5.4 | Risk Assessment  *Annual assessment of risks faced by the PC, and arrangements for managing (paper)* | **Clerk** |
| 5.5 | Community First Responders  *To note advice from SW Ambulance Trust, and decide how to proceed (paper)* | **Clerk** |
| 5.6 | Climate  *Update on HC Orchard, and introduction of SCC ‘climate grant’* | **MC/JM** |
| **6.** | **Correspondence** | **Clerk** |
| **7.** | **Financial matters** |  |
| 7.1 | Monthly financial summary | **Clerk** |
| 7.2 | Payment of invoices, if any | **Clerk** |
| **8.** | **Other business** |  |
| **9.** | **Date and time of next meeting:** |  |
|  | Tuesday 14 April 2020 at 7.30pm, in the Wright Room, Otterford Parish Hall |  |
|  | **Exclusion of Public and Press**  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.** | **Confidential items** |  |
| 10.1 | Grass Cutting (3 Year Contract)  *Consideration of tenders received, and decision on award of contract* | **Clerk** |
| 10.2 | Holman Clavel Lease assignment  *Update* | **Clerk** |

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.