**Otterford Parish Council**

**Agenda**

The next meeting of Otterford Parish Council will take place on **Tuesday 14 April 2020** at 7.30pm.

This will be a virtual meeting (using the Zoom online meeting facility) held under the provisions of The Local Authorities and Police and Crime panels (Coronavirus) (Flexibility on Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

*Logon details are available from the Parish Clerk*

**Community Time (Urgent Matters Only at the discretion of the Chairman)**

*(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 & Somerset Constabulary **??**

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

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| **1.** | **Ground Rules for Meeting** |  |
| **2.** | **Apologies** | **Clerk** |
| **3.** | **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*
 |  |
| **4.** | **Meeting of 10 March 2020:** |  |
| 4.1 | Minutes | **Clerk** |
| 4.2 | Matters arising | **All** |
| **5.** | **Extraordinary Meeting of 22 March 2020:** |  |
| 5.1 | Minutes | **Clerk** |
| 5.2 | Matters arising | **All** |
| **6.** | **Planning** |  |
| 6.1 | New applications: 29/20/0003 Replacement of poultry building at Higher Warrens Farm, Churchinford | **Clerk** |
| 6.2 | Applications granted by SWATDC: [*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,  | **Clerk** |
| 6.3 | Refused applications: *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.*29/20/0001*, Erection of a single storey extension to the side of Waterhayes Cottage, Waterhayes Lane, Otterford | **Clerk** |
| **7.** | **Coronovirus (COVID 19) Pandemic** |  |
| 7.1 | The 2020 Regulations*Summary* | **Clerk/MC** |
| 7.2 | Otterford Helping Hand*Update* | **Clerk** |
| 7.3 | Parishioners’ Community Fund*Update* | **Clerk** |
| 7.4 | Events/Activities & Otterford Playing Fields*a. To note the Chairman’s decision to close Otterford Playing Fields,* *and cancel the April Otterford Amble, following the announcement*  *by the Prime Minister on 23rd March.* *b. To note the July Litter Pick has not, at this stage, been cancelled:*  *and any work by the Volunteers Group is on hold.* | **Clerk/MC** |
| **8.** | **Activities/Work Held In Abeyance** |  |
| 8.1 | 8.1 To note the following activity/work (agreed at previous Parish Council meetings) are held in abeyance:a. Work on ‘climate’ b. Chasing up Credit Card application appeal  c. Exploring Community First Responder Scheme d. Road/drainage works opposite the Candlelight e. Moving the noticeboard at the Candlelight  f. Reinstating fingerpost at top of Corfe Hill/ordering new fingers g. Fitting new swing seats in OPF h. Moving the post at the top of the bridleway i. OPF – Councillors’ and Annual Safety Inspections j. Clearing ditch grille in Whatley Lane k Reprinting the ‘History of Otterford’ bookl. l. Invitation to David Fothergill to discuss single-tier authority  | **Clerk/MC** |
| **9.** | **Dog Fouling***To note complaint received from parishioner re position in Bishopswood, and (after exchange of emails) action taken.* | **MC** |
| **10.** | **Correspondence** | **Clerk** |
| **11.** | **Financial matters** |  |
| 11.1 | Monthly financial summary | **Clerk** |
| 11.2 | Payment of invoices, if any | **Clerk** |
| 11.3 | End of year accounts | **Clerk** |
| **9.** | **Other business** |  |
| **10.** | **Date and time of next meeting:** |  |
|  | Tuesday 12 May 2020 at 7.30pm, venue/method of meeting to be advised. |  |
|  | **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. |  |
| **11.** | **Confidential Item (note: a separate dial-in is required)** |  |
|  11.1 | Holman Clavel Lease assignment*Update* | **JM/MC** |

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.