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|  | **Otterford Parish Council**  **Minutes of the meeting held on Tuesday, 10 March 2020 at 19.30 hrs.**  Present: OPC Councillors Mike Canham (Chairman), Charlie Field (Vice Chairman), Lucy Montgomery, John Marsden, Phil Wright, SCC Councillor John Thorne and the Clerk. |  |
| Item | Detail | Action |
|  | **Community Time**  None. |  |
|  | Reports from other organisations SCC Cllr Thorne had circulated a written report before the meeting. The following matters were discussed:   * It was agreed to invite Cllr Fothergill to discuss the Unitary Authority (‘One Somerset’) proposal; Clerk to invite Buckland St Mary and Churchstanton PCs to join OPC. * A 20mph speed limit would be introduced outside all schools in Somerset; this would be part-time only, with flashing lights etc * The CBO bus service had been a recipient of Cllr Thorne’s ‘Improving Lives’ grant last year   TDBC Cllr Ross Henley – not present.  Avon & Somerset Constabulary – not present | **Clerk** |
|  | **Apologies**  None. |  |
| **2.** | Declarations of Interest  1. *Cllr Canham is a member of the Otterford Parish Hall Committee* 2. *Cllrs Canham and Montgomery 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 11 February** |  |
| 3.1 | The minutes of the previous meeting were agreed and signed. |  |
| 3.2 | Matters arising: |  |
| 3.2.1 | Salt bins – All the salt bins have now been fully topped up. | **NFA** |
| 3.2.2 | Council Credit card – Barclays have still not replied about their reasons for refusal. Clerk to go into a branch and ask in person. | **Clerk** |
| 3.2.3 | Fingerpost from top of Corfe Hill – had been fixed. Cllr Wright will move it to his barn ready for rubbing down, priming and painting by the fingerpost team. A new arm to be ordered to replace the missing one. | **PW**  **Clerk/MC** |
| 3.2.4 | The Clerk had placed an order with Alvian for replacement swing seats plus fitting. She would check when this was going to be done. | **Clerk** |
| 3.2.5 | The Council agreed a response to the consultation about the proposed district-wide design guide. | **Clerk** |
| 3.2.6 | Leak onto road surface near the Candlelight Inn – RW Gale had been asked for a quote to install a drainage channel. SCC Highways were content for the Parish Council to organise the works; OPC would meet the costs. | **MC/Clerk** |
| 3.2.7 | A condolence card had been sent to Matthew Sparks. He had so far not located the master copy of the Otterford Book. |  |
| **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. The Council had no comment on this application.  *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. The Council had no comment on this amendment. |  |
| 4.2 | Applications granted/withdrawn/refused: none |  |
| **5.** | **Other Matters** |  |
| 5.1 | VE Day 2020 (VE 75) – Cllr Canham reported on progress. The CBO editorial team were thanked for their £200 donation. | **Clerk** |
| 5.2 | BBQ Bake-Off – Cllr Marsden had not had time to produce costings as he had been away for several weeks. Costings and other details would be finalised at the April meeting. | **JM**  B/F to April |
| 5.3 | Parish Litter Pick - the Council noted the forthcoming litter pick would be on 14 March. |  |
| 5.4 | Risk Assessment - The Council agreed a revised annual risk assessment. |  |
| 5.5 | Community First Responders - the Clerk circulated a reply from SW Ambulance Trust. It was clear that having a First Responders team in the parish was not practical due to the numbers of volunteers needed and time involved and the low number of incidents in the area; however, if Churchstanton and Buckland St Mary parishes were interested it might be worth trying to pursue a joint project. Clerk to ask the other parishes if they thought there would be sufficient interest. | **Clerk** |
| 5.6 | Climate & the Environment - Cllr Canham updated the Council on progress since the last meeting. All to consider ideas for replacing single use plastics. | **All** |
| **6.** | **Correspondence**  Noted. | **All** |
| **7.** | **Financial matters** |  |
| 7.1 | Monthly Financial summary. Noted. |  |
| 7.2 | Payment of Invoices. A cheque for Mrs Campbell (wayleave payment) was signed. | **Clerk** |
| **8.** | **AOB** |  |
| 8.1 | There was some subsidence at the road edges above Otterford Mill and a serious water overflow problem from a ditch on Royston road below Pitlands Farm. Clerk to report both these.  The blocked drain at Higher Whatley had been reported as had the dead beech tree at Culmhead.  It was agreed to move the post at the top of the bridleway to the edge of the road, and to add a second post, to prevent people parking there and wrecking the verge. Fingerpost team to do.  Playing field inspection was due – Cllrs Wright and Marsden to do.  Grill on Whatley Lane needed clearing again – Parish Handyman (PH) to do. | **Clerk**  **MC & JM**  **PW & JM**  **Clerk** |
|  | **The next meeting of the Council will take place at 7.30pm on Tuesday 14 April 2020.** |  |