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|  | **Otterford Parish Council**  **Minutes of the meeting held on Tuesday, 10 November 2020 at 19.30 hrs via the ‘Zoom’ online meeting facility.**  This meeting was 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.  Present: OPC Councillors Mike Canham (Chairman), Charlie Field (Vice Chairman), John Marsden, Lucy Montgomery, SCC Cllr John Thorne, and the Clerk. |  |
| Item | Detail | Action |
|  | **Community Time**  Cllr Thorne had submitted a written report on SCC matters, appended to these minutes. It is likely that next year’s local elections will be deferred in the light of possible local authority re-organisation. |  |
|  | Reports from other organisations None. |  |
| **1.** | **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* |  |
| **3.** | **Meeting of 13 October 2020** |  |
| 3.1 | The minutes of the previous meeting were agreed and signed. |  |
| 3.2 | Matters arising: |  |
| 3.2.1 | The Clerk had received two tenders so far in response to the parish handyman scheme ITT. The deadline was not until the end of the month. |  |
| 3.2.2 | Cllr Field had spoken to a colleague who was happy to produce plans – including elevations – of the Holman Clavel for c£200. Cllr Marsden to arrange. | **JM** |
| 3.2.3 | Cllr Canham proposed to postpone the parish walk until the spring. | **MC** |
| 3.2.4 | Otterford Playing Fields Lease - Cllr Montgomery would advise the Chairman of the Allotments Charity that the Council did not yet wish to negotiate a new lease. | **LM** |
| 3.2.5 | Holman Clavel septic tank pumps – Cllr Marsden to confirm with new tenants what needed doing. He would also speak to them about the pub sign. Clerk to send the tenants a copy of the draft inspection schedule. | **JM**  **Clerk** |
| **4.** | **Planning** |  |
| 4.1 | There were no new, refused or granted applications. Cllr Field advised that SWAT’s decisions on planning applications are on hold at the moment due to a matter raised by English Nature in relation to high phosphate levels in the Somerset Levels and moors. |  |
| **5.** | **Other matters** |  |
| 5.1 | Projects/activities/events – update.  An updated list was circulated and noted. |  |
| 5.2 | Community Broadband  BT had accepted the revised list of households, but Cllr Marsden was still awaiting a further update. Not clear if Church Barns development have faster broadband – Cllr Canham to check with one of the residents. | **JM**  **MC** |
| 5.6 | Climate & The Environment Project: Grant applications.  Cllr Canham circulated a revised application. The costings for the Electric Vehicle Charging Points had still not arrived; the Council agreed to consider the final application by email as the deadline was 12 November. | **MC** |
| **6.** | **Correspondence**  None |  |
| **7.** | **Financial matters** |  |
| 7.1 | Monthly Financial summary. Noted. |  |
| 7.2 | Payment of Invoices. No unexpected invoices. |  |
| **8.** | **Other business** |  |
|  | The Clerk reported that the stile to the footpath below Rooks House was very slippery and she was concerned it would cause an accident. The Council agreed to ask the Parish Handyman to put some chicken wire on the steps.  It was agreed to contribute a donation of £25 towards a collection for the Manager of the Churchinford shop and the postmistress, thanking them for their hard work during the pandemic.  It was also agreed to send some flowers to the new tenants at the Holman Clavel, congratulating them on acquiring the Lease. | **Clerk**  **Clerk**  **Clerk** |
|  | **The next meeting of the Council will take place on 7.30pm on Tuesday 8 December 2020. Venue to be advised.** |  |