**Otterford Parish Council**

**Agenda**

The next meeting of Otterford Parish Council will take place at 7.30pm on **Tuesday 8 March 2022**

**Otterford Parish Hall, Bishopswood**.

**THE HALL COMMITTEE ASKS THAT YOU CONTINUE TO TAKE COVID-19 PRECAUTIONARY MEASURES.**

* **PLEASE TAKE A LATERAL FLOW TEST BEFORE ATTENDING THE MEETING.**
* **PLEASE DO NOT ATTEND IF YOU ARE ISOLATING HAVING RETURNED FROM ABROAD, HAVE ANY**

**SYMPTOMS OF COVID-19, ARE ILL, OR HAVE HAD A POSITIVE COVID-19 TEST IN THE LAST 7 DAYS.**

* **PLEASE SANITISE YOUR HANDS ON ARRIVAL, AND PLEASE WEAR A FACEMASK (UNLESS EXEMPT)**

**AT ALL TIMES WHEN MOVING AROUND THE HALL.**

**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 & Somerset Constabulary **PCSO Tony Wearmouth**

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

|  |  |  |
| --- | --- | --- |
| **1.** | **Apologies** | **Clerk** |
| **2.** | **Declarations of Interest:** |  |
| 2.1 | Cllr Canham is an OPC-nominated member of the Parish Hall Committee.  Cllrs Canham and Montgomery are OPC-nominated (Nominative) Trustees of the Otterford Charity. |  |
| 2.2 | Any other declarations of interest. |  |
| **3.** | **Meeting of 8 February 2022:** |  |
| 3.1 | Minutes | **Clerk** |
| 3.2 | Matters arising | **All** |
| **4.** | **Planning** |  |
| 4.1 | New Applications: None | **Clerk** |
| 4.2 | Granted/refused applications: None | **Clerk** |
| **5.** | **Other Matters** |  |
| 5.1 | Projects/Activities/Events – Update | **Clerk/MC** |
| 5.2 | Climate & The Environment Project  *Update on Project Action Plan* | **MC** |
| 5.3 | Certificated First Aid Course  *Proposal to fund another training course* | **Clerk** |
| 5.4 | Otterford Playing Field   1. *Consideration of draft new Lease (previously circulated)* 2. *6 monthly councillors’ inspection to be organised* | **MC**  **Clerk** |
| 5.5 | Platinum Jubilee  *Update following further discussions with BSM PC, and finalising programme.* | **MC** |
| 5.6 | Parish Council Elections 2022  *Nomination forms for election, key dates etc* | **Clerk** |
| 5.7 | Parish Council Risk Assessment  *Annual review.* | **Clerk** |
| 5.8 | Otterford Charity  *Nomination of Management Trustees* | **Clerk** |
| **6.** | **Correspondence** |  |
| **7.** | **Financial matters** |  |
| 7.1 | Monthly Financial Summary | **Clerk** |
| 8. | **Other business** | **All** |
| **9.** | **Date and time of next meeting:** |  |
|  | Tuesday 12 April 2022 at 7.30pm in the Wright Room, Otterford Parish Hall, Bishopswood, TA20 3RS. |  |
|  | **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** | Holman Clavel matters | **JM** |

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.