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|  | **Otterford Parish Council**  **Minutes of the meeting held on Tuesday, 12 April 2022 at 1930 hrs in the main hall, Otterford Parish Hall**  Present: OPC Councillors Mike Canham (Chairman), Charlie Field (Vice Chairman), John Marsden, Lucy Montgomery, and Phil Wright, SWATDC Councillor Ross Henley, SCC Councillor John Thorne and the Clerk. |  |
| Item | Detail | Action |
|  | **Community Time**  Cllr Thorne had sent a written report which was noted. He reported serious concerns about the efficacy of the CDS board and Airband.  Cllr Henley advised that the £150 government grants towards council tax costs were being managed by SWAT – people who pay their Council Tax by direct debit would receive it sooner than those who did not. But every effort was being made to pay people as quickly as possible.  Both Cllr Thorne and Cllr Henley were thanked for their work supporting the parish during their tenure. |  |
|  | 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 8 March 2022** |  |
| 3.1 | The minutes of the previous meeting were agreed and signed. |  |
| 3.2 | Matters arising:  5.3. 9 parishioners had so far signed up for the First Aid course.  5.6. Parish Council elections - the 5 nominations for the Council were uncontested; Cllr Wright was retiring from the Council and his place was being taken by Simon McLeod. The other councillors remained the same.  5.8. Mrs Pryce was content to be re-nominated as a Trustee of the Otterford Charity. The nominations for her and Councillor Canham had now been formally submitted. |  |
| **4.** | **Planning** |  |
| 4.1 | New Applications: *29/22/0002* Relocation of 1 No. shepherd hut (previously approved on *29/17/0024*) at Frys Moor House, Moor Lane, Churchinford (retention of works already undertaken), *29/22/0003* Change of use of garage into ancillary accommodation at Frys Moor House, Moor Lane, Churchinford.  The Council had no comment on these applications. |  |
| 4.2 | Granted/refused applications – none. |  |
| **5.** | **Other matters** |  |
| 5.1 | Projects/activities/events – update.  An updated list was circulated and noted. |  |
| 5.2 | Climate & The Environment Project- Update on Project Action Plan  The trees for the orchard in the Village Green had never arrived and of the 450 other trees the parish had been offered, the supply ran out before all the requests had been fulfilled. |  |
| 5.3 | Annual Review of GDPR and privacy policy.  Noted and agreed. |  |
| 5.4 | Otterford Playing Fields  The new 20-year Lease (to 2046) had been signed.  Councillors’ Playing Fields’ inspection – Cllrs Marsden and Montgomery had fixed a date to do this very soon.  The Clerk would book the Annual Safety Inspection and chase the ‘feet’ for the posts. | **JM & LM**  **Clerk** |
| 5.5 | Platinum Jubilee 2022  Plans and Programme were noted. |  |
| 5.6 | Parish Action Plan - Annual review  Noted. Most of the outstanding actions were dependant on external bodies to deliver. |  |
| 5.7 | Otterford Beacon – this had been ordered. Revised location in the Playing fields was agreed. Risk assessment was agreed. | **Clerk** |
| **6.** | **Correspondence**  The Clerk had been advised that there is some CIL money due. The amount was not specified. |  |
| **7.** | **Financial matters** |  |
| 7.1 | Monthly Financial summary.  Noted. |  |
| **8.** | **Other business.**  Clerk to chase progress on road junction improvements at Chillander Cross.  It was noted that the Personnel Sub-Committee had agreed to giving the Clerk an annual salary increment (based on her performance). Neither the Clerk nor the Chairman took part in this discussion. | **Clerk** |
|  | **The next meeting of the Council will take place at approximately 8.15pm on Tuesday 10 May 2022, in Otterford Parish Hall after the Annual Parish Meeting and the Annual Parish Council Meeting.** |  |
|  | Penny Hart, Parish Clerk, April 2022 |  |