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|  | **Otterford Parish Council**  **Minutes of the meeting held on Tuesday, 10 May 2022 at 1930 hrs in the main hall, Otterford Parish Hall**  Present: OPC Councillors Mike Canham (Chairman), Charlie Field (Vice Chairman), Lucy Montgomery, Simon Macleod, and the Clerk. |  |
| Item | Detail | Action |
|  | **Community Time**  None. |  |
|  | Reports from other organisations None. |  |
| **1.** | **Apologies**  Councillor Marsden (holiday) |  |
| **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 12 April 2022** |  |
| 3.1 | The minutes of the previous meeting were agreed and signed. |  |
| 3.2 | Matters arising: None. |  |
| **4.** | **Planning** |  |
| 4.1 | Granted Applications: *29/22/0003* Change of use of garage into ancillary accommodation at Frys Moor House, Moor Lane, Churchinford. |  |
| 4.2 | New/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  An updated list was circulated and noted.  There is still some grant funding available from SCC - Cllr Canham to pursue. | **MC** |
| 5.3 | Otterford Playing Fields  The Councillors’ inspection of the playing fields had been postponed as Cllr Marsden had been very unwell. To be re-organised as soon as possible.  The Clerk had contacted Alvian about the ‘shoes’ for the play equipment and the annual safety inspection; they had advised that they had had staff sickness issues but would do both as soon as they could. Clerk to chase. She would also ask Alvian’s advice about replacement equipment for the items which were getting old and expensive to maintain, now that the new Lease had been signed and the Council was eligible for its S106 money.  Weekly inspections - two of the parish volunteers who had been doing weekly checks of the playing field had stopped doing so without informing the Clerk. She circulated a proposal – based on ROSPA’s guidance – which would simplify the weekly inspections whilst complying with the insurer’s requirements. This was agreed. She would see if the original volunteers wished to recommence inspections but failing that, would seek new ones.  Mr Godsmark had agreed to keep an eye on the trees in the playing fields. | **LM/JM**  **Clerk**  **Clerk** |
| 5.4 | Platinum Jubilee 2022  Final update noted. Programmes circulated. |  |
| 5.5 | Wednesday volunteers  The volunteers have recommenced activities and have so far replaced the footpath sign at the Candlelight and started work on the repaired milepost. It was agreed to fund materials/equipment up to a ceiling of £300 for their work. |  |
| **6.** | **Correspondence**  None. |  |
| **7.** | **Financial matters** |  |
| 7.1 | Monthly Financial summary.  Noted. |  |
| **8.** | **Other business.**  None. |  |
|  | **The next meeting of the Council will take place at 7.30pm on Tuesday 14 June 2022, in Otterford Parish Hall.** |  |
|  | Penny Hart, Parish Clerk, May 2022 |  |