

# Otterford Parish Council Agenda

The next meeting of Otterford Parish Council will take place at 7.30pm on **Tuesday 10 September 2024**  
**in the Wright Room, Otterford Parish Hall, Bishopswood, TA20 3RZ.**

## Community Time

*(only 3 minutes allowed per topic, to a maximum of 10 minutes)*

## Reports from other organisations:

Somerset Council Councillors

Sarah Wakefield & Ross Henley

- 1. Apologies** **Clerk**
  
- 2. Declarations of Interest:**
  - 2.1 Cllr Canham is an OPC-nominated member of the Parish Hall Committee. and he and Cllr Montgomery are OPC-nominated (Nominative) Trustees of the Otterford Charity.  
Cllr Canham represents OPC at the Blackdown Hills Parish Network and is Chairman of the Steering Group, and a representative on the Blackdown Hills AONB Management Group.
  - 2.2 Any other declarations of interest.
  
- 3. Meeting of 13 August 2024:**
  - 3.1 Minutes **Clerk**
  - 3.2 Matters arising **All**
  
- 4. Planning**
  - 4.1 There were no new, granted or refused applications.
  
- 5. Other Matters**
  - 5.1 Projects/Activities/Events – Update **Clerk**  
*(Paper)*
  - 5.2 Climate & The Environment Project **Clerk**  
*Update on Project Action Plan (Paper)*
  - 5.3 Enhanced Highway Maintenance (EHM) Pilot and Volunteer Training **Clerk**  
*(see email previously circulated)*
  - 5.4 Chard and Blackdowns LCN **Clerk**  
*To consider AGM notes (already circulated)*
  - 5.5 Parish Councillor Recruitment **Clerk**  
*To welcome Cllr Emma Lupton who has recently been co-opted on to the Council; to note that as no requests were received for an election to replace Cllr MacLeod an advertisement for co-option closes on 17 September.*

**6. Correspondence**

**7. Financial matters**

7.1 Monthly Financial Summary – August (*Paper*)

**Clerk**

**8. Other business**

**All**

**9. Date and time of next meeting:**

Tuesday 8 October 2024 at 7.30pm in the Wright Room at Otterford Parish Hall, Bishopswood, TA20 3RZ.

**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**

- Tree
- September follow-up inspection – report  
(*note – the inspection is the afternoon of this meeting date*)

**MC/LM**

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.