

Otterford Parish Council

Agenda

The next meeting of Otterford Parish Council will take place at 7.30 pm on **Tuesday 13 March 2018**, in the Wright Room, Otterford Parish Hall, Bishopswood.

(Please use rear/kitchen door: please contact Clerk on 01460 234639 if level access required)

Community Time

(only 5 minutes allowed per topic – a maximum of 15 minutes)

Reports from Other Organisations:

SCC Division Councillor, TDBC Ward Councillor, Avon & Somerset Constabulary Beat Managers

**J Thorne, R Henley
PC D Chedzoy**

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

1. Apologies

2. Declarations of Interest

Standard declarations

- 1. Cllr MC, member of the Otterford Parish Hall Committee*
- 2. Cllrs MC, RV are Trustees of the Otterford Charity*

3. Meeting of 13 February 2018:

3.1 Minutes

Clerk

3.2 Matters Arising

Clerk/All

4. Planning

4.1 New Applications – 29/18/0003 Change of use of 2 No. barns to holiday let and ancillary accommodation at Yalham Hayes, Otterford Road, Culmhead

Clerk

4.2 Applications Withdrawn - None

Clerk

4.3 Applications Refused – None

Clerk

4.4 Applications Granted by TDBC: 29/17/0033, Demolition of steel framed agricultural buildings, erection of garage block and formation of parking at Church Farm, Otterford Road, Culmhead. 29/17/0032, Erection of a linked two-storey extension to the front, single storey extension and roof alterations to Royston Cottage, Whatley Road, Churchinford

Clerk

5. Other Matters

5.1 End of World War 1 Centenary Commemoration *Verbal update on planning*

MC

5.2 Parish Plan – Mid Term Review (*Draft Questionnaire*) *Consideration and finalisation of questionnaire.*

MC

5.3 Risk Assessments (*Draft Updated Risk Assessments*) *Annual assessment of risks faced by the PC, and arrangements for managing; and review of all other Risk Assessments*

Clerk/MC

- | | | |
|------|---|--------------|
| 5.4 | Church Farm Development
<i>Consideration of s106 Agreement</i> | Clerk |
| 5.5 | Health & Safety Policy (<i>Draft Circulated</i>)
<i>Review</i> | Clerk |
| 5.6 | OPF ½-Yearly Inspection
<i>Arrangements for inspection – to be reported to April PC</i> | Clerk |
| 5.7 | St Leonard's Church (<i>Paper</i>)
<i>Update - grass cutting costs, and grant given</i> | Clerk |
| 5.8 | Parish Litter Pick
<i>To note next Litter Pick – 17th March</i> | Clerk |
| 6. | Correspondence | Clerk |
| 7. | Financial Matters | |
| 7.1 | Bank Accounts
<i>Update</i> | Clerk |
| 7.2 | Monthly financial summary – for February/March | Clerk |
| 7.3 | Payment of invoices, if any | Clerk |
| 8. | Any Other Business | |
| 9. | Date and time of next meeting:
10 April 2018 at 7.30pm, in the Wright Room, Otterford Parish Hall | |
| 10. | Exclusion of Press & Public | |
| 11. | Confidential Items | |
| 11.1 | Holman Clavel
<i>Consideration of terms of a new Lease.</i> | All |

Penny Hart, Clerk to the Parish Council
7 March 2018

An electronic copy of this Agenda is not presently available on the Otterford Parish website, which is out of order.

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.