

Otterford Parish Council

Minutes of the meeting held on Tuesday, 13 February 2018 at 19.30 hrs.

Present: OPC Councillors Mike Canham (Chairman), Steve Campbell, Charlie Field, Phil Wright, TDBC Cllr Ross Henley, SCC Cllr John Thorne, one parishioner and the Clerk.

Item	Detail	Action
	<u>Community Time</u> Mr Godsmark asked if the Council would consider funding a dog waste bin at the Otterhead Lakes. (see item 7.1 below)	
	<u>Reports from other organisations</u> Cllr Thorne reported <ul style="list-style-type: none">• There would be a consultation on the division's change of name• The Somerset Local Action Forum needed new members (slaf@som.gov.uk)• Ofsted report into Childrens' Services – showed improvement• Council tax would be increasing in April. 3% of the increase would be for social care• SCC would have to find £12-13m savings in the next Financial Year, but £1/2m funding was earmarked for rural services Cllr Henley reported that the decision on the West Somerset/TDBC merger was with the Minister. Avon & Somerset Constabulary – not present	
1.	<u>Apologies</u> Cllr Viant (visiting family)	
2.	<u>Declarations of Interest</u> 1. Cllr Canham is a member of the Otterford Parish Hall Committee 2. Cllrs Canham and Viant are Trustees of the Otterford Charity There were no further Declarations of Interest in agenda items that accord with any Disclosable Pecuniary Interest (s31 & 33 of the Localism Act 2011).	
3.	<u>Meeting of 9 January</u>	
3.1	The minutes of the previous meeting were agreed and signed.	
3.2	<u>Matters Arising:</u>	
3.2.1	Parish Hall – no further progress – ongoing.	MC
3.2.2	Parish Website – now up to date.	
3.2.3	Bridleway – Cllr Canham had emailed SCC Rights of Way (Peter Hobley) for an update; he was out of the office. He would pursue again.	B/F to March
3.2.4	Playing field – still too wet for the Parish Handyman to complete the wood treatments.	B/F to March
3.2.5	Bank accounts – Santander had informed the Clerk that they had not received a request for an account transfer to Unity Trust Bank. She would pursue this with Unity Trust. In the meantime, the Holman Clavel's monthly rent payments had been transferred to the Unity Trust and the Council was	

operating with two bank accounts.

3.2.6 Community Defibrillators – the (third) defibrillator had been ordered. The tenant at the Holman Clavel Inn had agreed its location. (As previously agreed, once arrived, the Clerk would place an order to install and connect with a Parish Handyman). **Clerk**

3.2.7 Fingerpost Restoration Project – Skanska had completed Phase 1b (three fingerposts) but the work was of very poor quality. Cllr Canham would take this up with SCC Highways. The Council would not pay for the work, but would add these fingerposts back in to the end of the programme. **MC**

4. Planning

4.1 New applications - 29/17/0033, Demolition of steel-framed agricultural buildings, erection of garage block and formation of parking at Church Farm, Otterford Rd, Culmhead. The Council had no comment on this application. Clerk to enquire with TDBC planning about S106 payments for this development. **Clerk**

4.2 Applications granted – 29/17/0022, Erection of 2 No. self-contained holiday pods and associated works at North Pole, Holman Clavel Road, Otterford.

4.3 Applications refused - 29/17/0031, Erection of two storey linked extension with roof and other minor alterations at Royston Cottage, Whatley Road, Churchinford

5. Other Matters –

5.1 Otterford Duck Fayre and Races – Cllr Canham reported on progress with planning; the Rodeo Bull had now been hired.

5.2 End of World War 1 Centenary Commemoration – Cllr Canham reported on progress with planning. Both PCs (Otterford and BSM) had now agreed that the cost of commemorative events would be shared equally, and that all events would be free to parishioners of both parishes. There would be a charge for non-parishioners attending any chargeable event (currently the Brunch, the Barn Dance and the Concert).

5.3 Parish Plan – Mid Term Review – Cllr Canham circulated a discussion paper. The Council agreed with his recommendation to produce a mid-term report which could be published on the website and hard copies hopefully circulated with CBO news to Otterford residents. Questionnaires would be circulated during the next two months. It was further agreed that those people returning a completed questionnaire would be entered into a Prize Draw - with two £25 prizes. **Clerk/
MC**

5.4 A358 Upgrade – the Council discussed the new proposals and agreed that its position was unchanged; it supported any option which would reduce the traffic along the A303 and through the AONB, and did not wish to see any direct junction between the B3170 and the new A358 Henlade by-pass – because of the weight limit on Corfe Hill. Highways England to be advised. **Clerk**

5.5 Parish Council Logo – the Council agreed to purchase a simple logo which would cost £29. **Clerk**

6. Correspondence – none.

7. Financial matters

7.1 Grants 2017/18 – award of contingency grants. The Clerk presented a paper. The Council agreed to grant the Otterhead Trust £100 in response to their request for a dog waste bin; the Trust would own the bin and its emptying would be their responsibility. It was also agreed that the remaining £100 would be donated to Devon Air Ambulance as this covered the parish if it was the closest to an emergency. **Clerk**
Clerk

7.2 Monthly financial summary –the Clerk presented a revised format as requested by the Council's internal auditor.

7.3 Payment of invoices – agreed and cheques signed.

8. AOB

8.1 Cllr Canham advised that there had been no response to requests for sponsorship or donations to help fund six 'Litter Picking In Progress' signs; it was confirmed the Council would purchase the signs itself. The biggest sign (1050mm x 750mm) with metal stanchion would be ordered. **Clerk**

8.2 Cllr Canham asked if the Council would fund the purchase of eight memory sticks for the WW1 Commemoration Booklet team. This was agreed. **Clerk**

8.3 Cllr Canham offered the Council's condolences to Cllr Wright on the death of his father. Cliff had done so much for the parish and the broader community as an Otterford Parish Councillor, a Parochial Church Councillor at St Leonard's Church, and – with Happy – a very long-standing member (and for over twenty years Chairman) of the Parish Hall Committee. In the latter role Cliff played a very major part in the project to provide the new hall in the mid-90s.

9. Date of next meeting: 7.30pm, Tuesday 13 March 2018.