

**Otterford Parish Council  
Agenda**

The next meeting of Otterford Parish Council will take place at 7.30 pm on **Tuesday 9 April 2019**, in the Wright Room, Otterford Parish Hall, Bishopswood TA20 3RS.

**Community Time**

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

**Reports from Other Organisations:**

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

**Cllr J Thorne,  
Cllr R Henley  
PC Kat Forrest**

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

**1. Apologies**

**2. Declarations of Interest**

*Standard declarations*

1. Cllr Canham is a member of the Otterford Parish Hall Committee
2. Cllrs Canham & Viant are (OPC) Trustees of the Otterford Charity

**3. Meeting of 12 March 2019:**

3.1 Minutes

**Clerk**

3.2 Matters Arising

**Clerk/All**

**4. Planning**

4.1 New Applications - none

- 4.2 Applications Granted by TDBC - 29/19/0002/LB Erection of a single storey extension on the northwest elevation with various internal and external alterations at Woodend Farm, Whatley Rd, Bishopswood – conditional approval  
29/19/0001 Erection of single storey lean-to extension on the front elevation at Woodend Farm, Whatley Rd, Bishopswood – conditional approval

**5. Other Matters**

5.1 Otterford Playing Fields

> 6-monthly inspection – report

> Commission annual safety inspection

> Annual Wayleave (for lower field entry) payment to Ms Campbell

**SC/RV  
Clerk  
Clerk**

- |     |  |                 |
|-----|--|-----------------|
| 5.2 | First Aid Training<br><i>Proposal to organise a certificated training course</i>   | <b>Clerk</b>    |
| 5.3 | Fingerposts & Footpath Signs<br><i>Update</i>  | <b>MC</b>       |
| 5.4 | Policies – Position Statement<br><i>Draft for consideration, drawn up after Parish Plan Mid-Term Review</i>                                | <b>Clerk/MC</b> |
| 5.5 | Capital & Revenue Works Programme<br><i>6-monthly Review</i>   | <b>Clerk</b>    |
| 5.6 | GDPR<br><i>Annual Review</i>   | <b>Clerk</b>    |
| 5.7 | Assets of Community Value<br><i>Update</i>   | <b>MC</b>       |
| 6.  | <b>Correspondence</b>  | <b>Clerk</b>    |
| 7.  | <b>Financial Matters</b>   |                 |
| 7.1 | Monthly financial summary – for March/April  | <b>Clerk</b>    |
| 7.2 | Payment of invoices, if any  | <b>Clerk</b>    |
| 8.  | <b>Any Other Business</b>  |                 |
| 9.  | <b>Date and time of next meeting and annual PC and Parish meetings:</b><br>14 May 2019 at 7.30pm, in the main hall, Otterford Parish Hall. |                 |

Penny Hart, Clerk to the Parish Council  
2 April 2019

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.