|  |  |  |
| --- | --- | --- |
|  | **Otterford Parish Council**  **Minutes of the meeting held on Tuesday, 14 April 2020 at 19.30 hrs via ‘Zoom’ online meeting facility.**  This meeting was held under the provisions of The Local Authorities and Police and Crime panels (Coronavirus) (Flexibility on Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.  Present: OPC Councillors Mike Canham (Chairman), Charlie Field (Vice Chairman), Lucy Montgomery, Phil Wright, and the Clerk. |  |
| Item | Detail | Action |
|  | **Community Time**  None. |  |
|  | Reports from other organisations None. |  |
| **1.** | Ground rules for meeting Ground rules for using ‘Zoom’ were agreed. |  |
| **2.** | **Apologies**  Cllr Marsden (family matters) |  |
| **3.** | 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*   There were no further Declarations of Interest in agenda items that accord with any Disclosable Pecuniary Interest (s31 & 33 of the Localism Act 2011). |  |
| **4.** | **Meeting of 10 March** |  |
| **4**.1 | The minutes of the previous meeting were agreed and signed. |  |
| 4.2 | Matters arising: |  |
| 4.2.1 | Salt bins – the bin above the Holman Clavel had not been filled. To be noted for next winter. | **Clerk** |
| 4.2.2 | Council Credit card – Barclays have still not replied about their reasons for refusal. The Clerk had written to them again. | **Clerk** |
| 4.2.3 | Fingerpost from top of Corfe Hill – The forge was closed so new arm not yet ordered. | **B/F to end of lockdown** |
| 4.2.4 | Alvian were in lockdown and would be in touch when they could replace the swing seats. | **B/F to end of lockdown** |
| 4.2.5 | Leak onto road surface near the Candlelight Inn – RW Gale were in lockdown. | **B/F to end of lockdown** |
| 4.2.6 | Community First Responders – both neighbouring parish councils would discuss this at forthcoming meetings. |  |
| 4.2.7 | Road damage near Otterford Mill – the Clerk had reported this but SCC Highways were not carrying out minor repairs at present; only urgent works were being done. |  |
| **5.** | **Minutes of Extraordinary Meeting of 22 March** |  |
| 5.1 | The minutes were agreed and signed. |  |
| 5.2 | Matters arising: |  |
| 5.2.1 | Most matters arising were covered on this agenda. |  |
| 5.2.2 | The Clerk was keeping a record of any additional hours worked. |  |
| **6.** | **Planning** |  |
| 6.1 | New applications: *29/20/0003* Replacement of poultry building at Higher Warrens Farm, Churchinford. The Council had no comment on this application. |  |
| 6.2 | Applications granted: [*29/20/0002*](https://www2.somersetwestandtaunton.gov.uk/asp/webpages/plan/PlAppDets.asp?casefullref=29/20/0002)*,* Erection of two storey and single storey extension and associated works on the east elevation and a detached double car port to the south at Valley View (formerly Dovecote House) Bishopswood, Chard, Otterford. |  |
| 6.3 | Applications refused: *29/20/0005/NMA,* Non-material amendment to application 29/19/0015 for the installation of a side entrance to the approved extension at 1 Ivy Cottages, Holman Clavel Road, Culmhead. *29/20/0001*, Erection of a single storey extension to the side of Waterhayes Cottage, Waterhayes Lane, Otterford. |  |
| **7.** | **Coronavirus (COVID 19) Pandemic** |  |
| 7.1 | The Clerk had circulated the 2020 Regulations before the meeting. The Council noted that the requirement to hold three physical meetings (in addition to the annual meeting which need not now be held) had not been eased – this will need to be considered in due course. |  |
| 7.2 | Otterford Helping Hand Scheme – the Clerk and Mrs Cotterill-Smith were co-ordinating the scheme which was going well, with around 20 volunteers. |  |
| 7.3 | Parishioners’ Community Fund – there had been no call on this so far. |  |
| 7.4 | Events/activities & Otterford Playing Fields – The Council noted the Chairman’s decision to close the fields, following the Prime Minister’s announcement on 23 March. And further noted the July Litter Pick has not at this stage been cancelled. Any work by the (Fingerpost) volunteers is on hold. |  |
| **8.** | **Activities/work held in abeyance**  The Council noted a list of work/activities which were on hold until the lockdown ended. |  |
| **9.** | **Dog Fouling** – a parishioner had complained that dog fouling in Bishopswood had increased. Others had not observed this but it was agreed to keep the matter under review. | **All** |
| **10.** | **Correspondence** |  |
| 10.1 | The Council agreed not to renew its gambling licence (for raffles, duck fair etc) this year. |  |
| 10.2 | The Council agreed to support Sampford Arundel PC in its concern that Taunton town remains unparished and thus does not raise a precept. Clerk to write supporting their position. | **Clerk** |
| 10.3 | The Council noted a letter from Gigaclear advising they were not progressing faster broadband in the parish. |  |
| **11.** | **Financial matters** |  |
| 11.1 | Monthly Financial summary. Noted. |  |
| 11.2 | Payment of Invoices. None. | **Clerk** |
| 11.3 | End of year (2019/20) accounts. These were ready to go to the internal auditor. Both the Council’s income and expenditure this year had been less than £25,000 and the external audit would thus be much simpler. |  |
| **12.** | **AOB**  A parishioner had put up a sign saying that a footpath was closed due to coronavirus; this was illegal. Cllr Wright agreed to speak to him.  A bundle of barbed wire had been dumped on the bridlepath – Cllr Wright will remove it.  Cllr Canham advised that he had applied for a grant from the Tesco Bags of Help to part fund the work the Parish Council is doing during the Coronavirus pandemic.  It was agreed to give the Blackdown Support Group an additional £100 grant from the contingency fund in addition to their annual grant of £100 to support their work during the Coronavirus pandemic. | **PW**  **PW**  **Clerk** |
|  | **The next meeting of the Council will take place using ‘Zoom’ at 7.30pm on Tuesday 12 May 2020.** |  |