**Otterford Parish Council**

**Agenda**

The next meeting of Otterford Parish Council will take place in the main hall in Otterford Parish Hall at 7.30pm on **Tuesday 13 October 2020**.

**COVID-19 COMPLIANT MEASURES WILL BE IN PLACE.**

**YOU MUST NOT ATTEND IF YOU ARE ISOLATING HAVING RETURNED FROM ABROAD, HAVE ANY SYMPTOMS OF COVID-19, ARE ILL, HAVE APPLIED FOR A COVID-19 TEST OR BEEN TOLD TO HAVE ONE - OR ARE LIVING WITH, OR HAVE MET, ANYONE WHO IS ANY OF THESE.**

**ATTENDEES MUST WAIT OUTSIDE THE HALL UNTIL INVITED IN: ON ENTERING PLEASE SANITISE YOUR HANDS, AND WEAR A FACEMASK (UNLESS EXEMPT) AT ALL TIMES WHEN MOVING AROUND IN THE HALL.**

**Community Time (Urgent Matters Only at the discretion of the Chairman)**

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

**Reports from other organisations:**

SCC Division Councillor **Cllr John Thorne**

SWATDC Ward Councillor **Cllr Ross Henley**

Avon & Somerset Constabulary **PCSO Tony Wearmouth**

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

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| **1.** | **Apologies** | **Clerk** |
| **2.** | **Declarations of Interest:** |  |
| 2.1 | Cllr Canham is an OPC-nominated member of the Parish Hall Committee.  Cllrs Canham and Montgomery are OPC-nominated (Nominative) Trustees of the Otterford Charity. |  |
| 2.2 | Any other declarations of interest. |  |
| **3.** | **Meeting of 8 September 2020:** |  |
| 3.1 | Minutes | **Clerk** |
| 3.2 | Matters arising | **All** |
| **4.** | **Planning** |  |
| 4.1 | New applications*: 29/20/0018,* Erection of a general purpose agricultural building on land at Otterford (resubmission of 29/20/0011).  *29/20/0017,* Erection of an agricultural storage building on land off Woodhayne Lane, Royston Road, Chard  *29/20/0016* Conversion of cottages into 1 No. dwelling with the erection of a two storey extension to the rear and a change of use of land from agricultural to domestic at Ivy Cottages, Holman Clavel Road, Culmhead | **Clerk** |
| 4.2 | Applications granted/refused: none |  |
| **5.** | **Other Business** |  |
| 5.1 | Projects/Activities/Events – Update  *Paper* | **Clerk/MC** |
| 5.2 | Parish Handyman Service  Review Service, and finalise ITT for next three-year contract  *Draft ITT* | **Clerk** |
| 5.3 | Community Broadband  *Update following discussions with BT/Openreach* | **JM** |
| 5.4 | Otterford Playing Fields  Negotiation for new lease  *Existing Lease* | **LM** |
| 5.5 | Holman Clavel  Discussion Paper – Possible Improvements, and COVID-19  *Paper* | **MC** |
| 5.6 | Climate & The Environment Project:  5.6.1 Review of, and any amendments to, Project Action Plan  *Paper*  5.6.2 Grant applications to Somerset County Council  *Paper* | **MC** |
| **6.** | **Correspondence** | **Clerk** |
| **7.** | **Financial matters** |  |
| 7.1 | Half-Yearly Summary of Receipts & Payments Account  *Paper* | **Clerk** |
| 7.2 | Monthly financial summary  *Paper* | **Clerk** |
| 7.3 | Payment of invoices - if any | **Clerk** |
| **8.** | **Other business** |  |
| **9.** | **Date and time of next meeting:** |  |
|  | Tuesday 10 November 2020 at 7.30pm, in Otterford Parish Hall. |  |
|  | **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 Lease assignment.  *Update* | **JM/MC** |

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.