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|  | **Otterford Parish Council** **Minutes of the meeting held on Tuesday, 12 January 2021 at 19.30 hrs using the Zoom online conferencing 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), John Marsden, Lucy Montgomery, SCC Cllr John Thorne, SWATDC Cllr Ross Henley, one parishioner and the Clerk. |  |
| Item | Detail | Action |
|  | **Community Time** Cllr Thorne had submitted a written report on SCC matters, appended to these minutes. Cllr Henley explained that the COVID business grants scheme was complicated because of the different grants which applied during lockdown 2, and tiers 3 and 4. He would ensure that officers send the relevant paperwork to the Holman Clavel. Local plan development sites – the listed sites are suggestions from landowners in multiple sites across the district. SWAT will be undertaking assessments of the sites in due course but Bishopswood is unlikely to be included for further housing development. He would ask that OPC be consulted. OPC had circulated details to nearby households.Cllr Henley had noted some fly tipping in the link road between the Holman Clavel and the B3170 and on the back road to the Lakes. There had also been some car crime reported in the area. Cllr Canham said OPC would be in favour of CCTV on the link road if SWAT would consider installing it.Mr Godsmark, a parishioner, offered some bamboo for holes for the bee hotels. He suggested, as part of the climate emergency actions, offering parishioners packets of wildflower seeds for bees and other pollinators. This was noted for future consideration. | **RH****RH** |
|  | Reports from other organisationsNone.  |  |
| **1.** | **Apologies**Cllr Wright – unable to connect (poor broadband). |  |
| **2.** | 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*
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| **3.** | **Meeting of 8 December 2020**  |  |
| 3.1 | The minutes of the previous meeting were agreed and signed.  |  |
|  3.2 | Matters arising:  |  |
| 3.2.1 | Broadband - Clerk still to write to parishioners to suggest they sign up for the 10 megabit statutory obligation minimum speed. | **Clerk** |
| 3.2.2 | The Clerk had written to the Holman Clavel tenants regarding the difficulties involved in holding their deposit in an interest-bearing account.  |  |
| 3.2.3 | Holman Clavel sign – the Clerk had sent the artist’s details to Cllr Marsden who had passed it on to the tenants.  |  |
| **4.** | **Planning** |  |
|  4.1 | New, granted or refused applications*:* None |  |
| **5.**  | **Other matters** |  |
| 5.1 | Projects/activities/events – update.An updated list was circulated and noted. |  |
| 5.2 | Community BroadbandCllr Marsden had contacted BT OpenReach 5 times but still had not had a reply. Cllr Thorne advised that CDS had now partnered with 3 contractors, Airband, Wessex Internet and Truespeed. They have a deadline of end 2024 to deliver superfast broadband to 56,000 households. Further details should be available soon. Cllr Canham had discovered that the Church Barns development had indeed got superfast broadband. He would try and establish who the supplier was.  | **JM****MC** |
| 5.3 | Climate & The Environment Project: - Project Action Plan. Thirty-three compost bins had been delivered so far. And there was a possible offer of a composting champion. Cllr Field was storing the unclaimed bins. Grants: There was a difficulty with the vehicle charging points as the power requirements (for 22kw chargers) were too costly: Western Power had quoted £22k for upgrading the supply to the Candlelight and £25k to OPH. It was agreed not to go ahead with this at present. There was a delay in processing grant applications, partly because SCC staff were being seconded to help with the COVID-19 vaccinations.There had been one application for, and one expression of interest in, the bee bursary. Bee hotels were work in progress. There were 6 volunteers for the Repair Café and one person interested in co-ordinating it. An IT repairer is still needed.The biodiversity work will start in April.Clerk to add free wildflower seeds to Action Plan. | **Clerk** |
| 5.4 | S106 FundsSWAT had informed OPC that the S106 money from the Church Barns development was now available. The Clerk circulated a paper explaining the position. It seems that the majority of the money is limited to play equipment, and therefore the issue of the renewal of the Lease on the playing fields will need to be addressed; SWAT would not release the money with only a short time left on the Lease. OPC has 5 years to spend the money. It was agreed to consider and discuss again. | **ALL** |
| **6.**  | **Correspondence** None |  |
| **7.** | **Financial matters** |  |
| 7.1 | Third Quarter Financial ReviewThe Clerk circulated a report, which was noted. |  |
| 7.2 | Monthly Financial summary. The Clerk circulated a summary, which was noted. |  |
| 7.3 | Payment of Invoices. No unexpected invoices.  |  |
|  **8.** | **Other business** |  |
|  | Clerk to check the planning permissions at Woodend Farm regarding remaining outbuildings being demolished. Also to check permission for garage at Valley View.Some parishioners had complained about the bridleway entrance being blocked and being unable to park there. Cllr Canham said the bollards had been put there specifically to stop people parking there and damaging the edge of the road and top of the bridleway. | **Clerk** |
|  | **The next meeting of the Council will take place at 7.30pm on Tuesday 9 February 2021, using the Zoom conferencing facility.** |  |