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|  | **Otterford Parish Council**  **Minutes of the meeting held on Tuesday, 9 March 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, Phil Wright, SCC Cllr John Thorne, SWATDC Cllr Ross Henley, and the Clerk. |  |
| Item | Detail | Action |
|  | **Community Time**  Cllr Thorne had submitted a written report on SCC matters, which was noted and is appended to these minutes. He had written to SWATDC planning, supporting the telecoms mast planning application as both Otterford and Churchstanton stood to gain from an improved mobile signal.  Cllr Henley - installation of CCTV at favourite fly-tipping spots in the parish would take place soon. He had also been working with local businesses to ensure they obtained the Government lockdown grants they were entitled to. |  |
|  | Reports from other organisations None. |  |
| **1.** | **Apologies**  None. |  |
| **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* |  |
| **3.** | **Meeting of 9 February 2021** |  |
| 3.1 | The minutes of the previous meeting were agreed and signed. |  |
| 3.2 | Matters arising: |  |
| 3.2.1 | Woodend Farm outbuildings – discuss next month. | **B/F to April** |
| **4.** | **Planning** |  |
| 4.1 | New/refused applications: None |  |
| 4.2 | Granted application: 29/20/0015, Application for outline planning permission with all matters reserved except for access for the erection of a two-storey extension and formation of vehicular access at Cobblers Cottage, Royston Road, Bishopswood. |  |
| **5.** | **Other matters** |  |
| 5.1 | Projects/activities/events – update.  An updated list was circulated and noted. |  |
| 5.2 | Community Broadband  Broadband – letters had gone from BT to selected properties in the Whatley area of the parish, offering a faster broadband service, but the costs to individual households, whilst not clear as it depended on uptake, were likely to be prohibitive. This appeared to be on the basis of a discrete local network and not extendable to the wider parish. Cllr Marsden had contacted Airband but they had said they still have no firm plan yet for rollout in the parish. |  |
| 5.3 | Climate & The Environment Project  5.3.1 Project Action Plan.  SCC grants – decisions on the grants should be announced soon but the scheme had been heavily oversubscribed.  Work making the bee hotels had started and some had been delivered. A further batch should be made shortly.  The parish still needed a compost champion. 40 bins had been taken by parishioners, 10 sold to Buckland St Mary and 13 remained.  Repair Café – the Council had paid for the Repair Café ‘starter kit’. Mrs Marsden was progressing with preparations for the first Café to take place in Otterford Parish Hall on 11 July (COVID restriction-lifting dependent). One of the organisers of the Wellington RC had been contacted and was happy to advise. With Mrs Marsden in place, the Parish Council has now stepped back.  Insurance – the Council’s insurers will not cover the Repair Café but had suggested some brokers who have developed a specific policy. Details forwarded to Sue Marsden.  A parishioner was suggested who could be asked to keep an eye on the trees in the playing field.  5.3.2 Measuring Carbon Emissions at Parish Level  The Clerk had circulated prior to the meeting information from the Blackdown Hills Parish Network about a new carbon footprint measuring tool (*IMPACT)* to help Parish Councils measure carbon emissions at parish level. Although the software was very good (and far better than anything else which exists at this time), the Council noted that it was based on apportionment of national/regional statistics which inevitably limited accuracy. The Council agreed to keep this under review as the tool is periodically updated. | **Clerk** |
| 5.4 | Parish Council Risk Assessment, & Financial Regulations – Annual Review of Documents  These were agreed. | **Clerk** |
| 5.5 | Bridleway Dip  The dip did not appear to have got any worse. Clerk to keep an eye on it and report any deterioration. | **Clerk** |
| **6.** | **Correspondence**  None |  |
| **7.** | **Financial matters** |  |
| 7.1 | Monthly Financial summary.  The Clerk circulated a summary, which was noted. |  |
| **8.** | **Other business** |  |
|  | At present, the government had said it would not extend the legislation permitting virtual Parish Council meetings beyond early May; the Council would have to take a decision about what to do nearer that time if this did not change as the hall was unlikely to be open by then.  The next Litter Pick would take place – observing social distancing and not using the hall – on 27 March.  Cllr Marsden advised that the collapsing road edge above his field was still unrepaired. Clerk would remind Highways.  There was an Allotments Charity Meeting later in the week; it was agreed not to raise the lease renewal at the meeting. For review at the August PC meeting. | **Clerk**  **Clerk**    **B/F to August** |
|  | **The next meeting of the Council will take place at 7.30pm on Tuesday 13 April 2021, using the Zoom conferencing facility.** |  |