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|  | **Otterford Parish Council**  **Minutes of the meeting held on Tuesday, 4 May 2021 at 20.15 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, and the Clerk. |  |
| Item | Detail | Action |
|  | **Community Time**  Cllr Thorne was unable to attend but had submitted a written report on SCC matters, which was noted.  Cllr Henley - not present. |  |
|  | 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 March 2021** |  |
| 3.1 | The minutes of the previous meeting were agreed and signed. |  |
| 3.2 | Matters arising: |  |
| 3.2.1 | Road edge collapse near Otterford Mill: the Clerk had reminded SCC Highways and the area had been re-sprayed, but still not fixed. Clerk to remind Highways again. | **Clerk** |
| **4.** | **Planning** |  |
| 4.1 | New applications: 29/21/0001 Erection of a single storey extension to the rear of Griggs Farm, Whatley Road, Otterford. There had been minor non-material amendments to the application. The Council had no comment. |  |
| 4.2 | Granted application: 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. |  |
| 4.3 | Refused applications: none |  |
| **5.** | **Other matters** |  |
| 5.1 | Projects/activities/events – update.  An updated list was circulated and noted. |  |
| 5.2 | Community Broadband  Still no firm news about rollout plans from Airband.  Meanwhile CDS had declined the extra money which the government were making available for Gigabit broadband; there was a petition to DCMS about this (<https://www.change.org/p/minister-for-culture-media-and-sport-oliver-dowden-gigabit-capable-broadband-for-devon-somerset>).  - There was also a DCMS consultation on improving  broadband connectivity to hard-to-reach places. The Clerk would make a first attempt at answering this and circulate for comments. | **Clerk** |
| 5.3 | Climate & The Environment Project  5.3.1 Project Action Plan.  SCC grants – the scheme had been heavily oversubscribed and Otterford had been unsuccessful in its bids. However, the Otterhead Estate Trust had been granted the £20k which Otterford and Churchstanton PCs had supported for its hydro-electric project.  Cllr Thorne mentioned that it was possible there might be further money made available.  The parish still needed a compost champion. 43 bins had been taken by parishioners, 10 sold to Buckland St Mary and 10 remained. |  |
| 5.4 | GDPR, Privacy Policy Annual Review  This was discussed and agreed without change. | **Clerk** |
| 5.5 | Otterford Playing Fields   * Cllrs Montgomery and Marsden agreed to carry out the Council’s six-monthly inspection of the fields . Clerk to send them a proforma. * The Clerk had asked Alvian to carry out the Annual Safety Inspection * Tree policy - Mr Gusterson(Parish Tree Warden) had agreed to inspect the trees half-yearly and on an ad hoc basis after poor weather | **Clerk** |
| 5.7 | Platinum Jubilee?  The Queen’s Platinum Jubilee would be in June 2022. Cllr Canham suggested that if the Council wished to celebrate this, bookings for eg a band for a barn dance, morris dancers, etc needed to be made soon. He had provisionally booked the parish hall in case it was needed for events. The Council agreed to revisit this in August. | **B/F to August** |
| 5.8 | Grants – St Leonard’s Church  The Council decided to continue to meet the costs of the churchyard grass cutting (for which SWAT give a grant each year). |  |
| 5.9 | Buses – the government’s new national bus strategy  Although there was only a school and college time bus which serviced Bishopswood, the Council did not feel there was sufficient demand for a regular bus service and would not lobby for it. However, a Slinky, ‘on demand’, bus might be useful to some residents. | **Clerk** |
| 5.10 | Woodend Holiday Cottages  A parishioner had contacted the Clerk about planning compliance in relation to recent development. The PC had no locus on planning matters but it was agreed to pass these concerns on to Planning Enforcement at SWATDC. | **Clerk** |
| **6.** | **Correspondence** |  |
| 6.1 | The Clerk had received a thank you letter from St Margaret’s Hospice for its grant (and subsequently a thank you email from DSAA). |  |
| **7.** | **Financial matters** |  |
| 7.1 | Monthly Financial summary.  The Clerk circulated a summary, which was noted. |  |
| **8.** | **Other business** |  |
|  | The Council agreed to fund materials for the Wednesday ‘fingerpost’ repair group to a maximum of £250. |  |
|  | **The next meeting of the Council will take place at 7.30pm on Tuesday 8 June, in Otterford Parish Hall.** |  |
|  | Penny Hart, Parish Clerk, May 2021 |  |