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|  | **Otterford Parish Council**  **Minutes of the meeting held on Tuesday,11 January 2022 at 1930 hrs in the main hall, Otterford Parish Hall**  Present: OPC Councillors Mike Canham (Chairman), Charlie Field (Vice Chairman), John Marsden, SCC Councillor John Thorne, and the Clerk. |  |
| Item | Detail | Action |
|  | **Community Time**   * Cllr Thorne had sent a written report prior to the meeting which was noted. He reported that SCC Highways staff had confirmed they were going to visit the Holman Clavel crossroadsfor a safety assessment later this month. Clerk to ask if a local resident could attend. * There was now an online portal for reporting minor accidents to the police: <https://www.avonandsomerset.police.uk/report/accident-on-the-road/#/> This could be useful in future to support complaints to Highways about dangerous junctions. | **Clerk** |
|  | Reports from other organisations None. |  |
| **1.** | **Apologies**  Cllr Wright – unwell  Cllr Montgomery - holiday |  |
| **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 14 December 2021** |  |
| 3.1 | The minutes of the previous meeting were agreed and signed. |  |
| 3.2 | Matters arising:  Clerk had spoken to the Highways Superintendent about deteriorating road conditions between Lower Whatley and Rooks House. |  |
| **4.** | **Planning** |  |
| 4.1 | New applications: *29/22/0001* Change of use of land from agricultural with siting of caravan to be used as additional holiday accommodation on land at Woodend Farm, Bishopswood (retention of works already undertaken). The Council agreed to strongly object to this application. |  |
| 4.2 | Cobbler’s Cottage – Update. Cllr Canham had attended a site meeting with the Chris Hall, Head of Planning, the applicant and SWAT Councillor Ross Henley, at the site on 21 December to try and clarify/resolve matters. No decision had yet been made on the application. |  |
| **5.** | **Other matters** |  |
| 5.1 | Projects/activities/events – update.  An updated list was circulated and noted. Clerk to remind Cllr Wright about the milepost. | **Clerk** |
| 5.2 | Climate & The Environment Project- Update on Project Action Plan  Report noted. Cllr Canham would produce a report on the feedback from the bird box/bee hotel etc questionnaire next month. The trees for the orchard in the Village Green had not yet arrived but should by the end of the month and would be planted by parish and Woodland Trust volunteers. | **MC** |
| 5.4 | Otterford Playing Fields  A draft lease had been produced but this was a standard lease with associated costs to the Council. Cllr Canham had still to discuss this with the Chair of the Charity. | **BF to Feb** |
| 5.5 | Platinum Jubilee 2022  A draft programme was circulated and agreed in principle. Cllr Marsden to discuss with the Candlelight Inn and the Holman Clavel if they had any events planned over the weekend so as to avoid clashes. | **MC** |
| **6.** | **Correspondence**  None. |  |
| **7.** | **Financial matters** |  |
| 7.1 | Monthly Financial summary.  Noted. |  |
| **8.** | **Other business.**  The S106 funding due to the parish was discussed briefly. One idea was to use some of it to make some disabled parking spaces at Otterhead Lakes (near the bottom of the track). |  |
|  | **The next meeting of the Council will take place at 7.30pm on Tuesday 8 February 2022, in Otterford Parish Hall.** |  |
|  | Penny Hart, Parish Clerk, January 2022 |  |