

Otterford Parish Council

Minutes of the meeting held on Tuesday, 6 June 2023 at 1930 hrs in Otterford Parish Hall

Present: OPC Councillors Mike Canham (Chairman), Charlie Field (Vice Chairman), Simon MacLeod and Lucy Montgomery, and the Clerk.

Item	Detail	Action
	<u>Community Time</u> Cllr Wakefield had submitted a written report. Cllr Henley was away.	
	<u>Reports from other organisations</u> None.	
1.	<u>Apologies</u> Cllr Marsden.	
2.	<u>Declarations of Interest</u> Cllrs Canham and Montgomery are OPC-nominated (nominative) Trustees of the Otterford Charity. Cllr Canham is Chairman of Otterford Parish Hall Committee. He represents OPC at the BHPN and is also a member of the Steering Group, and a representative on the Blackdown Hills AONB Management Group.	
3.	<u>Meeting of 9 May</u> 3.1 The minutes of the previous meeting were agreed and signed. 3.2 <u>Matters arising</u> 5.1 – Cllr Canham had not yet found any grant funding for the last two mileposts. The AONB were not able to help as the posts are located outside the AONB. AOB – the Clerk had reminded Mr Wright about the invoices.	
4.	<u>Planning</u> 4.1 New application: 29/23/0003, Change of use of land from agricultural to residential curtilage at 3 Church Barton, Otterford Road, Culmhead (retention of works already undertaken). The Council had no comment on this application. 4.2 Refused, granted, or withdrawn applications: none.	
5.	<u>Other matters</u> 5.1 <u>Projects/activities/events</u> – update.	

An updated list was circulated and noted.

5.2 Climate & The Environment Project- Update on Project Action Plan

An updated list was circulated and noted.

Thermal camera – as there were still no parish volunteers to co-ordinate this, parishioners would be unable to benefit from it at present.

5.3 Otterford Playing Fields

The additional drainage had been installed. The new play equipment should be installed from 20 June, taking about 3 weeks, during which the fields will be closed. The contractors had been asked to cut the grass again before 20 June. Clerk to pass on their contact details to Cllr Montgomery who would be in charge of things in the Clerk's absence on holiday.

Clerk

6. **Correspondence**

Buckland St Mary PC had received a proposal for a new CBO News. Their Clerk had asked that OPC consider supporting it. This was discussed. OPC Councillors would like to see a little more detail before committing any funding, and were not sure how much demand for it there would now be, but would consider contributing a small amount. The Council would want there to be an online version as well as printed copies. Clerk to reply accordingly to BStM's Clerk.

Clerk

7. **Financial matters**

7.1 Monthly Financial summary – May.

Noted.

8. **Other business.**

The Personnel Sub Committee had undertaken an annual review of the Clerks performance: this was considered satisfactory, and the Council agreed to award an annual salary increment, backdated to 1 April.

The Clerk advised that Martin Hill had agreed to take on the role of Parish Tree Warden. She would produce a job description for him and inform Somerset Council of the change.

A parishioner had a large but dead beech tree which they thought had a TPO attached to it, but it needs to be felled. Cllr Field said he would check on the tree's status; if it had a TPO, they would need to replace it with another tree after it had been removed.

Clerk

CF

9. **The next meeting of the Council will take place on Tuesday 11 July 2023, in the Wright Room, Otterford Parish Hall.**

Penny Hart, Parish Clerk, June 2023

