

OTTERHAMPTON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING

held on
THURSDAY 2 JULY 2020, 7.00pm
via ZOOM

The Chair welcomed attendees to the first parish council meeting since the extraordinary meeting held on 21.3.20 (held to approve the Business Continuity Motion due to the Covid-19 pandemic). This was the first meeting using Zoom.

DECLARATION(S) OF INTERESTS AND DISPENSATIONS:

There were no declarations of interest and no dispensations applied for. Member's Interests are disclosed at the time of taking Office and updated if and when necessary. This information can be viewed on the SDC website.

PUBLIC SESSION:

Ward Reports

- Cllr Pay advised that she has been undertaking her SDC role via Skype meetings. At the end of July, she will be chairing the Audit and Governance Committee. She has participated in Zoom meetings with Nether Stowey and Goathurst.
- The Chair asked Cllr Pay for SDC's view on the Unitary Council proposals. Cllr Pay advised this was not the priority for SDC at the moment; that it was against the proposal, as are all the district councils. She did not believe that it was a 'done deal' and there would be a formal consultation in due course. The Government of course could impose a Unitary Council for the County.
- Cllr Caswell was not in attendance.

PRESENT (via Zoom):

Julie Evans (Chair), Bob Birkenhead (Vice-Chair), Marie Beckley, Andy Darch, Tina Gardener, Lindsey Parsons, Rachel Perrett, Aly Prowse (Clerk), Dist. Cllr J Pay, 1 member of the public.

1/20 APOLOGIES FOR ABSENCE:

There were no apologies for absence.

2/20 MINUTES OF THE MEETING HELD ON 5.3.20:

The minutes of the meeting held on 5.3.20 were APPROVED and signed by the Chair.

3/20 MINUTES OF THE EXTRAORDINARY MEETING HELD ON 21.3.20:

The minutes of the extraordinary meeting held on 21.3.20 were APPROVED and signed by the Chair.

4/20 ANNUAL ACCOUNTS TO 31.3.20:

It was NOTED that the Annual Accounts to 31.3.20 had been APPROVED via email (under the Business Continuity Motion provision). It was AGREED that these would now be formally signed by the Chair.

5/20 APPROVAL OF ANNUAL AUDIT STATEMENTS TO 31.3.20:

1. Section 1 – Annual Governance Statement
The Annual Governance Statement was unanimously APPROVED
2. Section 2 – Accounting Statement
The Accounting Statement was unanimously APPROVED
The Annual Audit will now be submitted to the external auditor, PFK Littlejohn. **Action: Clerk**

6/20 RE-OPENING THE PLAY AREA:

1. Following the Government's advice that play areas could reopen on 4.7.20, the grass has been cut and the weeds have been sprayed. An inspection of the equipment had been carried out. Two items require repair, one of the children's' cradle swings and one of the logs in the log traverse. B.Birkenhead contacted Wicksteed for a price to buy component parts for the swing and a lead time. The price would be circa £100 and could be delivered within 2-3 days. The log on the log traverse is not rotten but quite badly split. It is intact and secured on the bottom by a 1" washer. However, B.Birkenhead said it will deteriorate and this one plus another log should be replaced in time. He therefore recommended that the play area could open as if the parts do not come for the swing, he can make it safe and he considers the log traverse safe as it is.
Action: B.Birkenhead

2. It was unanimously AGREED that we should go ahead and re-open the play area on 4.7.20. We will adopt the same signage and rules as SDC will use on its play areas. Notices will be placed at the play area, the parish notice boards, Combwich website and 'All things Combwich' Facebook page: on 3.7.20. **Action: Clerk**

7/20 DATE AND TIME OF THE NEXT MEETING:

1. The Chair asked members whether they would like more frequent meetings, perhaps with limited agendas (still operating within the Business Continuity Motion) until we are permitted to physically meet again in the Village Hall. A discussion ensued and members AGREED they would like to continue as we are i.e. consulting and agreeing via email, unless we have important items that require a decision or action, in which case we could hold an extraordinary meeting as and when required.
2. It was AGREED that an **extraordinary meeting** will be held on **Tuesday 14.7.20, 7.00pm via Zoom** to consider the Village Hall and Junior oars (Gig Section) Hinkley C funding applications, a discussion on the Unitary Authority proposal and a review of the success or otherwise, of re-opening the play area. The Clerk reminded members that agendas had to be published three full working days prior to a meeting being held.
3. Thereafter, the next PLANNED meeting will be Thursday 3 September 2020, 7pm, venue to be confirmed.

The meeting closed at 7.52pm.

Original signed by : J.Evans

(Chair)

Date: 14.7.20