

**Otterford Parish Council
Agenda**

The next meeting of Otterford Parish Council will take place at **8.00pm on Tuesday
14th April 2026**
in the Wright Room, Otterford Parish Hall, Bishopswood, TA20 3RZ.

Community Time

3 Minutes per topic, to a maximum of 10 minutes

Reports from other organisations: Somerset Council Cllrs Sarah Wakefield & Ross Henley

Item	Agenda	Lead
1	Apologies	
2	Declarations of interest	
	2.1 Cllr Canham is an OPC-nominated member of the Parish Hall Committee, and an OPC nominated trustee of the Otterford Charity.	
	2.2 Any other declarations of interest	
3	Meeting of Tuesday 10th March 2026	
	3.1 Minutes	Clerk
	3.2 Matters arising	All
4	Planning	Clerk
	4.1 New Applications.	
	4.2 Refuses/Granted/Withdrawn Applications	
5	Other Matters	
	5.1 Projects/Activities/Events – Update paper	MC
	5.2 Consider OPC Insurance quote for 2026/27	
	5.3 Playing Field – arrange annual safety inspection and recruit volunteer for weekly checks	
6	Highways and Rights of Way	
	6.1 Update on flooding areas particularly Royston Road and Whateley Lane	CF/MC
	6.2 Other highways matters	MC
7	Correspondence	Clerk
8	Financial Matters	

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| | 8.1 Monthly financial summary – March | Clerk |
| | 8.2 Budget monitoring Q4 | Clerk |
| | 8.3 Confirm payment of Annual Grants bequested by OPC and Rent for Playing field | |
| 9 | Holman Clavel | MK |
| 10 | Other business | |
| | 10.1 Approve costs emptying dog bins | |
| | 10.2 Review Parish Clerks hours of working during initial months | All |
| 11 | Date and time of next meeting – Tuesday 12 th May 2026
7.30pm | Clerk |

Exclusion of Public and Press

12 Confidential Items

- 12.1 Holman Clavel confidential matters

NB: Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions – equal opportunities (race, gender, sexual orientation, marital status and any disability), crime & disorder, health & safety and human rights.