

COTFORD ST LUKE PARISH COUNCIL

The Community Centre, Bethell Mead, Cotford St Luke, Taunton TA4 1HZ www.cotford-st-luke.org.uk

Chairman Adrian Coucher

Clerk & Responsible Financial Officer Louisa Gillett clerk@cotford-st-luke.org.uk tel: 07531898272

COTFORD ST LUKE PARISH COUNCIL MEETING

Held at the Community Centre, Bethell Meade, Cotford St Luke on Thursday 13th February 2020 at 7.30pm

MINUTES

Present: Cllr. Adrian Coucher (Chair), Cllr. Pete Davies, Cllr. Linda Featherstone, Cllr. Matt Woodford

Clerk: Louisa Gillett

In attendance were nine members of the public.

Public session

A member of the public expressed concern that he had seen a drug deal being done in the Co-Op car park, which he reported to the police, but that he had heard nothing more about the matter. It was reported that the police had carried out a large-scale drug operation in the village about two months ago and it is thought their action has removed the offending characters from community. No drug paraphernalia was recovered during a recent litter picking exercise. The Clerk advised a member of the public that SW&T has confirmed they are not responsible for cutting the laurel in Needhams Patch (public session of the Parish Council meeting held on 14th November 2019); Cotford Corners will be asked if they can do the hedge trimming.

39/19 Apologies

Victoria Henderson (PCSO)

John Hassall

40/19 Declarations of Interest

A declaration was received from Cllr. Peter Davies as Acting Chair of the Community Association Management Team.

41/19 Co-option of new councillors

Lisa Davies, Donna Beaufoy and Kevin Hutson introduced themselves to the meeting and gave a summary of their relevant experience and interests, after which, the councillors voted to co-opt all three to the Parish Council. The new councillors signed the Councillor Declaration of Acceptance of Office and joined the meeting. Cotford St Luke Parish Council has its full remit of seven councillors.

42/19 COMPLAINT: response from the Parish Council

Cllr Coucher reminded the member of public that the complaint will be made public if it is discussed in the meeting and recorded in the minutes. The member of public stated that he was not sure of the full issue but asked the councillor to respond. Cllr Coucher read his response to the complaint that he had entered a parishioner's private property without permission. He explained that it had been brought to the council's notice of a possible misappropriation of land in Cotford St Luke. As a councillor, it was necessary to go to the land in question to investigate the matter. Prior to visiting the property, he consulted a Land Registry map which showed the land that he walked on as Deloitte's land. He was aware of wooden posts marking out the physical boundaries of the private property and he did not cross those boundaries. It was explained that the complaint about the misappropriation of land has been lodged with Somerset West and Taunton Council. The member of public accepted the council's response to the complaint and the matter was closed. The member of public expressed his family's frustration at the complaints about their land purchase, and the intrusions into their garden, made by some members of the community. Cllr Davies asked if there is anything the parish council can do to alleviate this problem, but the member of public thought not.

43/19 Matters arising from PC meeting of 9th January 2020

Safety crossing (item 21/19). John Hassall is contacting Transport & Highways of Somerset County Council to find out if the council can carry out a feasibility study of the proposed site of the safety crossing. He will report to the parish council when he has heard from SCC.

ACTION: Cllr Woodford to contact SCC Highways & Transport to discuss options for a feasibility study.

Planning application 53/19/0006 (item 38/19) Cllr. Featherstone has submitted an objection to application 53/19/0006. A decision is expected sometime in the next two weeks. Cllr. Lisa Davies and Cllr. Beaufoy suggested communication with parishioners on planning and other parish council matters could be improved and asked to be involved in the task of improving communication.

ACTION: Clerk to create a list of parish council work and projects to circulate to all councillors.

44/19 Approval and signature of minutes of meeting of 9th January 2020

The minutes of the meeting held on 9th January, having been circulated, were signed by the Chairman.

45/19 SCC Councillor: update by Mike Rigby

No apologies or report received.

46/19 SW&T Councillor: update by John Hassall

Cllr. Hassall sent apologies. Due to personal reasons, he had not had time to send a report.

47/19 Police update for January 2020

PCSO Henderson sent apologies. The Clerk read out the police report. During January, Cotford St Luke parishioners made 13 calls to the Wellington Rural beat. The Co-op was broken into at the start of the month; fortunately, no one was hurt, and nothing was taken. Thieves continue to break into vans to steal tools. It is recommended that tools are removed from vans overnight, and that tools are marked with a postcode so if the police find them, they can be returned to their owner.

48/19 Cotford St Luke Community Association

Cllr. Pete Davies provided an update on the activities of the Community Association (CA).

1. Booking system for the Community Hall. Somerset Web Services has been asked to provide a cost to integrate an online booking system into the CSL PC web site.
2. Access to the Community Hall. There will be a new way to enter and exit the building.
3. Improvements to the hall. There are several proposals for building improvements. The plan is to use S106 funds for the work. Applications will be made by the Community Association.
4. Finance report. This is expected in March.
5. Hall maintenance. The school caretaker has agreed to do some of the maintenance checks of the hall, including fire extinguishers. SW&T will be asked to carry out Legionnaire checks on the water heating systems.

49/19 Finance

49/19.1 *Provider of maintenance services 20/21 decision required.* SW&T has submitted estimates for carrying out maintenance work in 2020/21. It was agreed to continue using SW&T to provide the same maintenance services as 2019/20, subject to them agreeing to providing a work scheduling plan and to despatching invoices for each piece of work in a timely fashion.

RESOLVED: SW&T will carry out maintenance work as listed in estimate DL/DOB for 2020/21.

ACTION: Clerk to notify SW&T of the decision.

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49/19.2 *Financial report third quarter (item 37/19.1)* The Clerk reported on third quarter income and expenditure. She was absent from the last meeting when this should have been reported. It was explained that only half the Precept has been used this year due to the delay in invoicing by SW&T. The invoices are now being sent. The quarterly report would normally include bank reconciliation, but did not as the Clerk is re-doing it from the start of the financial year.

49/19.3 *Payments*

49/19.3.1 *PROPOSAL to pay for the Community Centre water heater from S106 Community Hall fund*
MBH Industrial Services were contracted by SW&T to replace and install a new water heater in the Community Hall, at a cost of £6810 (including VAT). The Parish Council is responsible for paying 50% of this cost. It was agreed to pay £3405.00 from S106 funds.

RESOLVED: To use S106 funds to pay for the replacement water heater in the Community Centre.

ACTION: Cllr. Pete Davies and the Clerk to complete and submit the SW&T application form to use S106 funds.

49/19.3.2 *CSL PC Payment voucher 359 SW&T £1089.00*

The Clerk split this payment into two payments for £99.00 (voucher 359) and £990.00 (voucher 360) because voucher 360 was being paid from the Community Infrastructure Levy.

50/19 Planning – see 43/19

51/19 S106 funds – plan for use of funds and consultation arrangements

The Parish Council has S106 funds available for projects that involve Play (£844.53), the Community Hall (£33,182.00), Allotments (£5757.00), and the Arts (32,968.00). These funds must be used or earmarked for a project within five years of becoming available; in this case by 2022. It was suggested the parishioners are consulted on how the money could be spent, although there has been very limited response on a consultation on how to spend the Arts money. There were several suggestions on how this money can be spent. Cllr. Lisa Davies and Cllr. Beaufoy asked to be involved in developing ideas for expenditure of the funds.

ACTION: Clerk to include expenditure of S106 funds in the list of council work and projects (43/19).

52/19 Clerk appraisal

The Clerk's three-month appraisal is due. This will be done by Cllr. Coucher and Cllr. Lisa Davies.

ACTION: Clerk to organise a meeting for her appraisal.

The meeting ended at 21:15

Signed.....

Date.....