



COTFORD ST LUKE PARISH COUNCIL

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

EXTRAORDINARY MEETING OF COTFORD ST LUKE PARISH Held in the Community Centre on 30th September 2021 at 18:30

MINUTES

Present: Cllr Coucher (Chair), Cllr Davies, Cllr Woodford, Cllr Perrett

Clerk and RFO: Louisa Gillett

Treasurer of Cotford St Luke Community Association: Angela Lamb

94/21 Apologies

Apologies received from Cllr Hutson and Cllr Reeves were accepted.

95/21 Declarations of Interest

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

96/21 Management of the Community Hall

By the end of 2021, the Management Committee of Cotford St Luke Community Association will be reduced to two trustees, and the CSLCA constitution requires a minimum of three trustees to run the charity. During the last two years the committee has tried to appoint new trustees to the group without success. At a meeting on 24th August, three options were discussed for future management of the hall. The paper explaining these options was circulated prior to the meeting. Option 1 proposes that CSLCA continues as a charity. This option is only possible if new trustees are appointed soon. Cllr Davies suggested Parish Councillors might consider joining the charity as trustees. He was asked to provide more information about the time commitment for the role. Option 2 and 3 propose the closure of CSLCA and a new management style. Information from the Charity Commission is required when closing a charity. Angela Lamb will give the Clerk the registered charity number and financial records and the Clerk will contact the Charity Commission on behalf of CSLCA. Angela Lamb offered to carry on in the role of Treasurer but is unable to continue as Booking Clerk. The scope of the role of Booking Clerk was discussed and it was agreed the position will be advertised.

Action: Clerk obtain guidance from the Charity Commission about closing CSLCA.

Action: item 96/21 to be added to the agenda of the PC meeting on 14th October 2021.

Action: Cllr Davies and Angela Lamb to write a Job Description to advertise the Booking Clerk Role.

97/21 Proposal: Allocation of specific reserves

A proposal for the allocation of estimated reserves to specific projects was circulated prior to the meeting. It was proposed that the list of projects is amended to include the most popular suggestions received from residents by email and as feedback from the village questionnaire, and to change the value of the reserves specified.

Amended proposal to specific reserves

Project name	Cost
Safety crossing	£25,000.00
Youth projects	£20,000.00

Grounds management and maintenance plan: to include the path between Bethell Meade and Burge Meadow, wildflower meadow planting, new dog waste bins, new rubbish bins	£40,000.00
Outdoor gym	£10,000.00
Village fete 2022	£3000.00

Proposal to amend proposal 97/21

Proposer: Cllr Woodford

Seconder: Cllr Davies

RESOLUTION TO ADOPT THE AMENDED PROPOSAL

Proposal for the amended allocation of specific reserves

Proposer: Cllr Davies

Seconder: Cllr Perrett

RESOLUTION TO ADOPT THE ALLOCATION OF SPECIFIC RESERVES

Action: Add project proposals to the agenda of PC meeting to be held on 14th October.

Action: Cllr Hutson to investigate options for new pathway between Bethell Meade and Burge Meadow.

98/21 Proposal: Reserves Policy

The Reserves Policy was circulated prior to the meeting. There were no questions.

Proposer: Cllr Woodford

Seconder: Cllr Perrett

RESOLUTION TO ADOPT THE RESERVES POLICY

The meeting ended at 19:30

Signed

Dated