



COTFORD ST LUKE PARISH COUNCIL

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

**A MEETING OF COTFORD ST LUKE PARISH
Held in the Community Centre on 14th October 2021 at 18:30**

MINUTES

Present: Cllr Coucher (Chair), Cllr Perrett, Cllr Hutson, Cllr Davies, Cllr Reeves

Clerk & RFO: Louisa Gillett

Four members of the public were in attendance.

99/21 Apologies

Apologies were accepted from Cllr Hassall, Cllr Woodford, and PCSO Henderson.

100/21 Declarations of Interest

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

101/21 Matters arising from the parish meeting of 9th September 2021

Item 77/21 A meeting has been arranged with Tony Freeman, Steve Speck, Kevin Hutson and the Clerk.
Item 92/21.1 was amended to read '*work is unlikely to benefit the tree*'.

102/21 Approval of minutes of the parish meeting held on 9th September 2021

RESOLUTION: the minutes were adopted unanimously as an accurate record of the meeting.

103/21 Matters arising from the extraordinary meeting held on 30th September 2021

There were no matters arising.

104/21 Approval of the minutes of the extraordinary meeting held on 30th September 2021

RESOLUTION: the minutes were adopted unanimously as an accurate record of the meeting.

105/21 Questions from the public

There were no questions from the public.

106/21 Community matters

106/21.1 *Report from Cotford Corners.* The bridge in Burge Meadow, which is the responsibility of the parish council, needs repair. Cllr Hutson will assess the condition of the bridge and recommend what work is required. There is fly-tipping at the back of Acland Round, and the rubbish bin on Dene Road at the entrance of the village is often overflowing. Cllr Reeves will report the fly-tipping to SWTC. Cllr Hutson will investigate options for installing a larger bin on Dene Road. The PC was asked to pay £66.15 for paint that has been purchased and used on maintenance of the bridges on the Crown land flood plain. The PC will respond to the request at the next meeting.

107/21 Village projects: planning and development

Specific reserves have been allocated to several village projects and the councillors were asked to volunteer to lead on planning and implementation of the projects.

- 107/21.1 *Village Fete 2022.* Allocated £3k. Cllrs Perrett, Woodford and Davies will organise the fete, which will probably be held on the recreation ground at the end of July 2022. They will also organise the Queens Jubilee, to be held in May.
- 107/21.2 *All weather path between Bethell Meade and Burge Meadow.* Residents asked for the surface of the path to be improved to allow access for all users. Cllr Hutson will lead on this project.
- 107/21.3 *Dog bins and rubbish bins.* Residents asked for more rubbish and dog bins in the village. Two new dog bins are required: one replacement and a new bin for Luscombe Road area. An assessment will be carried out to decide where the more bins are needed. Cllr Reeves will lead.
- 107/21.4 *Outdoor gym/exercise trail.* Allocated £10k. The Clerk will investigate options and obtain estimates for outdoor exercise for adults.
- 107/21.5 *Safety crossing.* Allocated £25k. Somerset County Council has carried out a feasibility study. SCC will be contacted for an update on progress. Cllr Coucher will lead.
- 107/21.6 *Youth projects.* Cllr Woodford will be asked to lead on youth projects.
- Other projects not listed above will be actioned when there are people available to manage them. It was agreed that the bus stop near the school will be repaired and renovated (see item 85/20.1).

108/21 Media and Communications

The digital hall booking system has been removed from the village web site as it does not work well.

109/21 Estates

- 109/21.1 *Grounds maintenance in the village.* Several areas of the village require urgent maintenance. The PC has estimates for the work which have been agreed but is finding it difficult to get the work scheduled due to a lack of operatives. Countrywide Maintenance will be asked for a schedule. Residents will be notified of these difficulties on Facebook.
- 109/21.2 *Weed control.* An estimate has been obtained from Countrywide maintenance to spray the entire the village. Before this can be done, the PC must obtain permission to spray from Somerset County Council.
- 109/21.3 *New fence for Burge meadow.* An estimate for £5k has been received for a new fence, and £2.5k for repairing the existing fence. More quotes to be obtained.

110/21 SCC Councillor: update by Mike Rigby

Mike Rigby spoke to his report which can be found on the CSL web site.

111/21 SW&T Councillor: update by John Hassall

Cllr Hassall sent a report which was read out to the meeting. There were no questions.

112/21 Police update September 2021

The police report was circulated prior to the meeting. There were no questions.

113/21 Cotford St Luke Community Association

- 113/21.1 *Financial report* The report was circulated prior to the meeting. There were no questions. The Clerk asked for copies of electricity and water bills for the hall.
- 113/21.2 *Future management of CSLCA* At the CSLCA Annual General Meeting the trustees decided that the charity will continue managing the hall and asked councillors and members of the public to consider becoming trustees. The charity has decided to employ a Booking Manager. The role will be advertised locally once the terms of the job have been agreed. There are plans to use S106 funding for the hall towards redecoration, art panels, outdoor seating, and the removal of the shipping container.

114/21 Finance

- 114/21.1 Payments
- 114/21.1.1 SWTC 2nd quarter £995.42
- 114/21.1.2 HMRC 2nd quarter £374.40
- 114/21.1.3 Clerk reimbursements £445.48

114/21.1.4 Cllr Hutson reimbursement trip to Cornwall to view Foamstream demonstration
£30.00

114/21.1.5 SWTC Highway cuts £140.54

RESOLUTION: to make payments listed above adopted unanimously.

114/21.2 *Complaint to HSBC* The Clerk reported that HSBC continues to prevent her from acting as the named party for managing the PC bank accounts, despite being sent three written instructions from the councillors to do so. She has complained to the bank that she is unable to do her job until they honour the instruction sent by the PC.

115/21 S106 update

115/21.1 *Funding for play area equipment awarded* The manufacturer has advised that they will be ready to install the play panel in December.

115/21.2 *Allotment funding* SWTC has written to Southwest Housing Association asking for permission to re-designate the Orchard Vale S106 allotment money for use elsewhere within the parish.

116/21 Planning applications

116/21.1 *Case Ref: 53/21/0009/T* There were no objections to this application.

Actions

Cllr Hutson

- To assess the condition of the bridge at Burge Meadow.
- To obtain comparative estimates for fencing at Burge Meadow.
- Investigate options for a larger bin to replace the bin in the layby on Dene Road.
- To apply to SCC for permission to spray weeds in the village.
- To ask Countrywide Maintenance for a schedule of planned work.

Clerk

- Obtain bills for the Community Hall.

Cllr Reeves

- Report fly tipping to SWTC.
- To advise SWTC there are no objections to planning application 53/21/0009.

Cllr Coucher

- Post a message to FB regarding ground maintenance issues.

The meeting ended at 20:18

Signed

Dated