



COTFORD ST LUKE PARISH COUNCIL

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

COTFORD ST LUKE PARISH COUNCIL MEETING

Held on Thursday 14th April 2022 at 18:30 in the Community Centre

DRAFT MINUTES

Present: Cllr Taylor, Cllr Davies, Cllr Woodford, Cllr Reeves (Acting Chair)

Clerk: Louisa Gillett

Two members of the public were in attendance.

4/22 Apologies

Apologies were received and accepted from PCSO Henderson, Cllr Hutson, and Cllr Coucher.

5/22 Declarations of Interest

A declaration was received from Cllr Davies as Acting Chair of the Community Association Management Group. A declaration was received from Cllr Reeves as Senior Planning Officer at Somerset West and Taunton Council.

6/22 Minutes and matters arising from the parish meeting held on 10th March 2022

- 6.1. Item 175/2 Outdoor exercise equipment. Somerset West and Taunton has drawn up an agreement with the parish council allowing them to use their land for installation of the gym equipment. They have asked for a map showing where the equipment will be placed, and a Risk Assessment/Method Statement. LG has asked Fresh Air Fitness for the Risk Assessment. Cllr Reeves will produce a layout of the equipment.

Action: Cllr Reeves/LG.

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

7/22 Finance

7.1. Payments

7.1.1. 462 Clerk salary 2021/22, WFH allowance, HP printer etc £318.94

Proposer: Cllr Taylor

Seconder: Cllr Davies

7.1.2. 463 HMRC Clerk PAYE to 30th April 2022 £537.20

Proposer: Cllr Woodford

Seconder: Cllr Davies

4.1.1. 464 SALC ELECTIONS TRAINING £20.00

Proposer: Cllr Woodford

Seconder: Cllr Taylor

4.1.2. 465 SWTC 4TH QUARTER £1648.77

Proposer: Cllr Taylor

Seconder: Cllr Woodford

4.1.3. 466 BHIB renewal £1478.66

Proposer: Cllr Davies

Seconder: Cllr Woodford

4.1.4. 467 Coomber Security Systems Com. Hall alarm £311.51

Proposer: Cllr Taylor

Seconder: Cllr Woodford

RESOLUTION: all payments adopted unanimously.

- 4.2. *End of year report* A report was circulated prior to the meeting, there were not questions.
- 4.3. *PROPOSAL: Increase contribution from general reserves to 2022/23 budget* A proposal was circulated prior to the meeting. There were no questions.

RESOLUTION: the proposal to increase the contribution to the precept was adopted.

8/22 Resignation of Cllr Pete Davies

Cllr Davies resigned from the parish council. His resignation was accepted by the members. Cllr Davies will train Cllr Taylor to manage the parish council website and other IT duties. Cllr Davies was thanked for all his hard work.

9/22 Resignation of Clerk & RFO, Louisa Gillett

The Clerk's resignation was accepted by the members. A locum clerk has been employed from the end of April and until a permanent replacement is engaged. Parish council meetings will be moved from the second to the 3rd Thursday of the month during this period. Pete Davies will advise if the hall is available at this time.

10/22 Planning applications

- 10.1. *Application ref: 53/22/0004* to install and alter windows in a house in Graham Way. No objections from members.

11/22 S106 update

- 11.1. *Allotments.* Cllr Reeves has not heard from the landowner of the potential site for allotments and will investigate alternative locations.

12/22 Village projects

- 12.1. *Jubilee celebrations* Pete Davies attended a meeting at St Lukes, as representative of the Community Association, who have agreed to fund school Jubilee projects. There are several different events being organised around the village. The parish council will fund Jubilee decorations throughout the village. Cllr Woodford will send the clerk a list of items to be purchased. There is £3000 in the budget for Jubilee celebrations.

13/22 Estates

- 13.1. *Path between Burge Meadow and Bethell Mead* The project will be divided into two parts. Estimates to be obtained.
- 13.2. *Weed control* The parish council is obtaining quotes for spraying weeds in the village. The contractor will be asked to spot spray kerbs, pavements, and back walls. Alternative weed control methods continue to be researched.
- 13.3. *Dead tree removal* There are two estimates from Kingfisher for removing trees in Healys Meadow. The work has been approved by the Chairman on the understanding that it will be less than £500 net.

14/22 Police update March 2022

The police report was read out by Cllr Reeves. There were no questions.

15/22 Cotford St Luke Community Association

The Community Association does not have enough people to manage the hall and to take bookings. Cllrs offered to attend Community Association meetings. Management of the hall will revert to the parish council if there are no volunteers to join the Community Association.

Meeting ended at 19:53

Next meeting

19th May 2022 at 19:00 *Meeting of the Parish Council*