



COTFORD ST LUKE PARISH COUNCIL

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

MINUTES, COTFORD ST LUKE PARISH COUNCIL

Thursday 29th September 2022, commencing at 19.00 in the Community Centre

(in the format to be presented to the next meeting for approval)

Present: Cllr Coucher (Chairman), Cllr Hutson, Cllr Woodford, Cllr Taylor, Cllr Perrett
Clerk: Alison Taylor
Two members of the public were in attendance

73/22 Apologies

Apologies received from Cllr Hassell PCSO V Henderson and Cllr Reeves

74/22 Declarations of interest

One declaration was received from Cllr Woodford as a Community Association Member.

75/22 Minutes and matters arising from the Parish Council Meetings held on 21st July 2022 and 23rd August 2022

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

76/22 Death of Her Majesty Queen Elizabeth II and Proclamation of King Charles III

Cllr Coucher read the announcement of Queen Elizabeth II death and King Charles III proclamation.

77/22 Appointment of new clerk

Cllr Coucher reported Alison Taylor accepted post commencing on 01.09.2022 but has since resigned due to personal reasons. Claire Morrison Jones commences in post on 01.10.2022

78/22 Vacancy on the council

There is still one vacancy on the Parish Council to be filled by co-option.

79/22 Police update July and August

PCSO Henderson's report was read out by Cllr Coucher

80/22 Planning application

80.1.1 Consider application 53/22/0007

Cllr K Reeves not in attendance to report.

RESOLUTION: Gain report from Cllr K Reeves to ascertain current position with planning department.

81/22 Finance

81.1 Payments

487 SALC, annual affiliation fee

£586.56

488 PKF Littlejohn, annual external audit	£480.00
489 Fresh air fitness, First instalment outdoor gym	£5,700.00
490 C.Morrison-Jones, locum clerk invoices July & August	£1,905.20
491 CSL Community Association, room hire	£8.80
492 Councillor K Reeves, reimbursement land registry services	£9.00
<u>RESOLUTION: to pay all invoices detailed above.</u>	

81.2. Receipts

81.2.1	21/7/22 refund from SWT re play field extension paid in 2018	£3888.19
81.2.2	23/08/22 community donation	£194.20
81.2.3	2 nd half of precept remittance advice	£16,768.00

81.3. Banking

81.3.1 Agree bank reconciliation and receive financial quarterly update

RESOLUTION 1: To approve the bank reconciliation, dated 29.6.22, of £152,771.90

RESOLUTION 2: to receive and note the quarterly financial report

81.3.2 Consider options of banking providers for the council

The clerk had previously prepared and circulated report. All in agreement Unity Bank would provide the services required by the council

RESOLUTION: Unanimously agreed to Unity bank being bank of choice. Clerk to commence application.

82/22 Audit

82.1 Conclusion of audit

The clerk informed councillors that the conclusion of audit notice, together with sections 1,2 & 3 of the AGAR had been displayed on the noticeboards and website on 28.09.2022 as required.

The clerk informed Councillors of issues raised by external auditors.

RESOLUTION: to receive the AGAR Section 3 as issued by the external auditors and to note and address the matters raised

82.2. Option to opt out of the SAAA central external auditor appointment arrangements

The clerk read out the key implications of opting out of the SAAA. If opting out there would be a requirement to appoint an external auditor, and negotiating price, also if an auditor not appointed then, one would be appointed for them.

RESOLUTION: Unanimously agreed not to opt out of the SAAA central external auditor appointment arrangements

83/22 S106 updates

83.1. Allotments

No update

83.2. Outdoor gym.

Clerk informed councillors that work is scheduled to take place on 17th Octobe

83.3. Public arts project: Consider allocating contingency funds

Artists interviews being held on 4th October 2022 at SWT. Cllr Coucher explained fees suggested by Suzanne Heath (project manager) were £250 per artist for attending interview and this money can be recouped from the S160 funds held by SWT. Discussion re appropriateness of the amount took place. Four artists will attend with a fifth unable to attend that date.

RESOLUTIONS: Cllr Coucher and Cllr Woodford will attend artist interviews on Tuesday 4th October at SWT premises.

Unanimously agreed to paying artists for travel costs only which they will invoice for.

Unanimously agreed to complete forms for the S106. Clerk to complete forms.

Cllr Woodford agreed to attend zoom meeting on 10th October for artist who is unable to attend artist interview on 4th October.

84/22 Dog waste bins

Cllr Reeves had previously circulated a report.

RESOLUTION: Work will be completed

85/22 Estates

85.1 Handrail, Baileys Gate

Cllr Hutson explained cost of £220 to provide step and slabs and handrail, plus fitting. As cost under £500 requested work to be commenced immediately. Cllr Woodford suggested in the first instance if suppliers could invoice as an option for payment and reimbursement.

RESOLUTION: Unanimously agreed to work commencing, overseen by Cllr Hutson

85.2 Hard path, Bethal Mead

Cllr Hutson reported work scheduled for 21st November

RESOLUTION: Works commence 21st November 2022

85.3 Picnic benches, Play Area and Village Green

No update

85.4 Any other matters concerning estates not covered by the above items

85.4.1 Cllr Hutson reported rotting fencing along Burge Meadow requiring repair. Quote received from Stantonbury £4500 plus VAT. Work would entail taking down rotted fence replacing with treated birds mouth fencing and gate posts. There would be room left for access for mowers. It was confirmed area is within parish council.

RESOLUTION: Unanimously agreed for work to be commenced.

85.4.2 Cllr Hutson raised concerns regarding purchase of surrounding land by Halam. Meeting taking place next week to discuss.

RESOLUTION: Cllr Hutson to attend Meeting next week to make a coordinated response to Halam

85.4.3 Cllr Hutson reported a Culvert runs all the way up through the back of the village near the memorial ground down to the wastelands. SWT have confirmed culvert is parish responsibility. Cllr Hutson requested investigating cutting some of the culvert back to see if potential flooding issue. He would approach Countrywide to carry out the works.

RESOLUTION: Unanimously agreed Cllr Hutson to source company to carry out investigative works

86/22 Bus shelter removal and replacement bench

Cllr Coucher reported he has yet to hear from SWT with regards to this and will re contact them. SWT have agreed to pedestrian crossing and car slowing signage.

RESOLUTION: Cllr Coucher will send a further email to SWT with regards to the removal of the bus stop. SWT to provide signs for pedestrian crossing and car slowing.

87/22 LCN : Public Consultation

Cllr Coucher explained the options of unitary authorities being combined through consultation .

On 1st April 2023 a new unitary Somerset Council will replace Somerset County Council and the four district councils (Mendip, Sedgemoor, Somerset West and Taunton, and South Somerset). He reported Option A would be in CSL best interests as the area would be well represented, there maybe an option for planning meetings and provided support for the smaller areas.

RESOLUTION: Unanimously agreed on option A. Clerk to complete form

88/22 Chair's Award for Service to the Community 2022/23

No suggestions put forward

89/22 Pension provision for council employees

Clerk suggested as she is not going to be in post this item should be referred to next meeting for new clerk to discuss

90/22 Cotford St Luke Community Association

Cllr Woodford reported Community Association has not met but is due to do so. He will report outcome at next meeting.

There being no further business, the meeting closed at 19.57

