



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 MEETING

Held on Thursday 17th November 2022, commencing at 19.05 in the Community Centre

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

Present: Cllr Coucher (Chair), Cllr Reeves, Cllr Hutson, Cllr Davies (from item 113)

Clerk: C Morrison-Jones

2 x member of the public were in attendance.

Public Speaking

- Fence replacement at Burge. Thanked the PC for committing to these repairs and pleased with the outcome, but communications with impacted properties could be improved for any further works

SCC and SWT Councillor reports

Not present

110/22 Apologies

Apologies received from Cllrs Woodford and Taylor

111/22 Declarations of interest

Two declarations were received from Cllr K Reeves; as a Senior Planning Officer at Somerset West and Taunton Council and as a Community Association Member.

After his co-option (item 113), Cllr Davies declared an interest as Chair of the Community Association

112/22 Minutes and matters arising from the Parish Council Meeting held on 20th October 2022

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

Cllr Hutson reported that he had attended the Remembrance Service at St Lukes on 13th November and laid a wreath on behalf of the PC

113/22 Vacancies on the council

Since the previous meeting Cllr T Perrett had resigned from the parish council. SWT have been informed and the casual vacancy advertised as required with SWT receiving no call for an election, so there are currently two vacancies which the parish council is free to fill by co-option

Peter Davies indicated his wish to rejoin the parish council.

RESOLUTION: to co-opt Peter Davies as a Member of Cotford-St-Luke Parish Council

Cllr Davies signed his acceptance of office form and joined the rest of the meeting as a councillor.

114/22 Police update, October

PCSO Henderson's report was read out by Cllr Coucher

115/22 s106 Public Arts project

Following the resolution made at the previous meeting (item 96.1.2), SWT have confirmed that they will take back control of the s106 art project

116/22 Planning applications

116.1 Application 53/22/0007

Cllr Reeves confirmed that he had lodged the parish council's response (objection) with SWT

116.2. Application 53/21/0010

For information: The hearing into the above appeal will start on 06/12/2022 at Deane House, Belvedere Road, Taunton, TA1 1HE

The inspector has indicated that the hearing is likely to last up to 6 days.

117/22 Finance

117.1 Approve bank reconciliation, 29th September 2022

The bank resolution dated 29th September 2022 was presented by the clerk showing a balance of £156,535.69.

RESOLUTION: the bank reconciliation was approved

117.2 Receive second quarter financial report

RESOLUTION: to receive and note the quarterly financial report

117.3 Approve the setting up of a direct debit to NEST pension

RESOLUTION: to set up a monthly variable direct debit agreement to NEST

117.4 Payments

499	C Morrison-Jones. Expenses and reimbursements	£105.77
500	L Gillett, 'Know how' back up renewal	£50.00
501	Countrywide Grounds Maintenance	£1,852.05
502	AED Locator (E.U.) Ltd. Defibrillator package x 2	£5,116.32
503	Stanbury Rural Services Ltd. Fencing, Burge Meadow	£5,952.96
504	Salaries, November 2022	£1,175.38
505	NEST. October 2022	£124.12

RESOLUTION: to pay all invoices detailed above.

117.5. Receipts

None to report

117.6 Consider Scribe accounts package

RESOLUTION: in principle to agree to an accounting package for the PC accounts. The clerk to carry out further research into Scribe and any other comparable providers and report back to council

117.7 Approve NALC approved pay award 22/23

RESOLUTION: to approve the pay award, backdated to October 2022

118/22 Policies to consider and adopt

118.1 Sickness and absence policy

RESOLUTION: to adopt the draft policy as presented

118.2 Expenses policy

RESOLUTION: to adopt the draft policy as presented

118.3 Equal opportunities policy

RESOLUTION: to adopt the draft policy as presented

118.4 Social media policy

RESOLUTION: to adopt the draft policy as presented

119/22 S106 updates (Cllr Reeves)

119.1. Allotments

Cllr Reeves reported that he has sent a letter to the landowner of the site east of Luscombe Road. He is awaiting a response but it must be acknowledged that the PC has limited funds to purchase and set up allotments.

120/22 Dog waste bins (Cllr Reeves)

Cllr Reeves has tried to contact SWT regarding replacing the three bins identified last month (100/22) with combined bins. No response as yet

121/22 Estates (Cllr Hutson)

121.1. Hard path, Bethnal Mead

Work on the resurfacing is scheduled to start next week.

Cllr Hutson also reported that he is going to attend a virtual SALC training event on Rights of Way

121.2. Fencing, Burge Meadow

The work has been completed and the new fence has been well received

121.3. Culvert at back of Memorial Grounds

The Culvert from Healeys Meadow to the flood plan was cleared last year. 2 quotes have been obtained to clear the 'hidden' culvert further up to the Memorial Ground

RESOLUTION: to appoint SWT to carry out the work at a quoted cost of £1,167. Cllr Hutson to liaise with SWT on behalf of CSL PC

121.4. Picnic benches (Cllr Hutson) and Outdoor table tennis table (Cllr Reeves)

Cllr Hutson reported that prices for concrete benches are reasonable but do not include delivery. On further investigation one bench could cost over £2,000 for delivery, ground preparation and installation so he will now investigate alternatives to concrete.

121.5. Any other matters concerning estates not covered by the above items

121.5.1 Trees

Last year Kingfisher carried out a tree survey on behalf of the PC. Certain trees were highlighted as requiring attention in a short time frame. Some of this work has already been carried out but the other identified trees still require work to be done. A quote has been received for the outstanding tree work but not in time to be considered at this meeting

RESOLUTION: to consider the necessary work and quotation received at the December PC meeting

121.5.2 Tennis court. The previous contractors charged with care of the surface have proved to be uncontactable over the summer. In consultation with the clerk, Cllr Hutson has requested Countrywide to quote for a regular maintenance schedule.

122/22 Bus shelter removal and replacement bench (Cllr Taylor)

No update

123/22 Signs for pedestrian crossing

Cllr Coucher has received an email from Highways stating that photographs and measurements have been taken and it is anticipated that the signs will be ordered next week. As soon as an installation date is known SWT will contact Cllr Coucher.

The signs will be attached to lamp columns 27 and 23 and 'slows' will be put adjacent to the signs. The PC will get the small branches cut back from the side of the trees approaching the crossing point from the south east

124/22 Outdoor gym inspections

Cllr Reeves reported that SWT have agreed to add the outdoor gym safety inspections to the regular inspections of the play equipment and MUGA that they undertake on behalf of the PC

125/22 Defibrillators

RESOLUTION: an order be placed with AED Heartsafe for two defibrillator packages (the one to be situated by the Community Centre to have a green location light)

Cllr Reeves to take delivery of and store the units until installation by an electrician can be carried out.

126/22 Cotford St Luke Community Association

Cllr Davies reported on recent updates.

- Hopefully the Association has nearly sorted out the banking issues it is experiencing
- Gutter repairs are scheduled. Facias to be checked and repaired if necessary
- The S106 funding has been granted an extension (end of 2023). The Association is in the process of obtaining quotes and putting a proposal together for upgrading the kitchen and toilet facilities and for redecoration

There being no further business, the meeting closed at 20.05

