



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 15th June 2023, commencing at 19.00 in
the Community Centre

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

Present

Cllr A Coucher, Cllr Davies and Cllr Woodford
PCSO V Henderson (left the meeting after giving her report)
Parish Clerk, C Morrison-Jones

Public speaking

None

45/23 Apologies

Apologies of absence received from Cllrs Hutson, Draper-Gammon and Reeves

46/23 Declarations of interest

Cllr Davies - Chair of the Community Association.
Cllr Woodford – Community Association member

47/23 Minutes and matters arising from the Annual Parish Council Meeting, 19th May 2023

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

48/23 Police update, May

PCSO V Henderson gave her report.

49/23 Vacancies on the council, co-option of new Member

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

50/23 Planning applications

50.1. Consider application 53/23/0002/LEW.

Application for a Certificate of Lawful Development for the existing use of the building and associated land as a commercial builders yard at Plot 2 Dene Road, Cotford St Luke

RESOLUTION: To ask for an extension to the consultation period until the next meeting

50.2. Updates on previously considered applications

None

50.3. Any planning applications received since agenda publication

None

51/23 Finance

51.1. Payments

Clerk	Salary, June 2023	£1012.81
Clerk	Expenses and reimbursements, May 2023	£17.70

HMRC	PAYE & NI, April 2023	£85.35
NEST	Pension, June 2023	£133.96
Somerset Web Services	Domain name renewal	£21.60
Nationwide Platforms	Lift hire	£586.48
Country wide	correction to April ground maintenance costs	£36.12

RESOLUTION: To approve all payments listed above.

- 51.2. Receipts
 - None
- 51.3 Parish Council Credit card application
 - Progressing

52/23 Defibrillators

- 52.1. Signage
 - Move to next meeting when Cllr Reeves will be present
- 52.2. Provision of a child battery pack
 - Move to next meeting when Cllr Reeves will be present

53/23 S106 matters

- 53.1. Allotments
 - No update
- 53.2. Any other matters connected to s106
 - Art project – Cllr Woodford gave an update
The design completed. Installation date is 28th September and then there will be an open day for the village to explore the installation. An application has been made for some additional grant funding.

54/23 Estates

- 54.1. Picnic tables / concrete bases
 - Pictures of potential sites circulated to councillors.
 - RESOLUTION: Cllr Woodford to draw up a site plan to present to Somerset Council for approval.**
- 54.2. Playground, Outdoor Gym, MUGA, youth shelter:
 - i) Matters arising from the regular inspections
 - MUGA fence. Cllr Coucher reported that he couldn't find a defect.
 - Outdoor gym – Freshair Fitness came to site and repaired the loose piece of equipment (under warranty) on 5th June
 - ii) Reinstatement valuation – MUGA and Tennis Court –
RESOLUTION: Cllr Woodford to pursue reinstatement valuations
 - iii) Any other matters concerning the above
 - The PC is still to receive clarification from SC regarding ownership of the youth Shelter.
- 54.3. Hard path
 - Work started on 12th June. It is expected that the work will be completed next week.
 - RESOLUTION: To approve the addition cost of £430 +VAT to extend the surface onto the spur of the path not included in the original quote**
- 54.4. Benches on the village green
 - Cllr Woodford agreed to survey the area and draw up suggestions for placement and style of bench.

- 54.5. Grass cutting – additional areas
Somerset Council have agreed to add grass verge by North Villas to their cutting schedule
- 54.6. Tree management
Awaiting a response from Somerset County regarding their tree management responsibilities
- 54.7. Any other matters concerning estates not covered by the above items
The Clerk reported that she was researching digital mapping of parish maintenance responsibilities and assets.

55/23 Village newsletter

Ongoing

56/23 Christmas tree

Cllr Woodford reported that he had spoken to a local supplier who recommend a spruce. A young tree of 4-5 feet high (approx. cost of £40) will take a year to establish and then grow a foot per year until an anticipated final height of 50-60 feet. It was recommended that the optimum time for planting is the end of autumn. To protect the new tree it was suggested to fence off with post & rail.

Research to be undertaken on the use of solar powered Christmas lighting.

RESOLUTION: Cllr Woodford to draw up a site plan to enable the PC to proceed with gaining permission (from Somerset County) to plant the tree on the grass on the bend by the roundabout.

57/23 Potential new skate area

No update

58/23 Bus shelter removal and replacement bench. Consider quotation

RESOLUTION: to approve the quotation received from R W Gale of £1890 (+VAT), together with the necessary fees associated with the required s171 license.
Bench supplier to be decided on at July PC meeting.

59/23 LCN area 7 (Taunton) meeting, consider appointing a CSL PC representative

RESOLUTION: Cllr Woodford to attend and represent the PC

60/23 SC Licensing consultation

RESOLUTION: No comment

61/23 Cotford St Luke Community Association

- Builders soon in to cost up kitchen & extension to provide indoor seating
- Finances – considering changing banking provider
- New hirers starting in September so much more space being utilised

There being no further business, the meeting closed at 20.07