



## **COTFORD ST LUKE PARISH COUNCIL**

*The Community Centre, Bethell Mead, Cotford St Luke, Taunton TA4 1HZ* [www.cotford-st-luke.org.uk](http://www.cotford-st-luke.org.uk)

### **MINUTES, COTFORD ST LUKE PARISH COUNCIL MEETING**

Held on Thursday 18<sup>th</sup> January 2024,  
commencing at 19.00 in the Community Centre

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

#### **Present**

Cllr A Coucher (Chairman), Cllr Hutson, Cllr Woodford, Cllr P Davies and Cllr K Reeves (after agenda item 124)

Parish Clerk, C Morrison-Jones

2 x members of the public present

#### **Public Speaking**

#### **SC Councillor report**

SC Cllr M Rigby:

Despite a previous commitment to attend, Cllr Rigby was not present.

Those present noted that they were disappointed that Cllr Rigby didn't turn up as promised and that no apology was received.

#### **121/23 Apologies**

Apologies received from Cllr Freeman, Cllr Draper-Gammon and PCSO V Henderson for non attendance. Apologies from Cllr Reeves for anticipated late arrival

#### **122/23 Declarations of interests and requests for dispensations**

Cllr Woodford – Community Association member

Cllr Reeves – Community Association member

Cllr Davies – Community Association Chairman

#### **123/23 Minutes of, and matters to report arising from, the Parish Council Meeting, 11<sup>th</sup> November 2023**

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

#### **124/23 Police update**

Cllr Coucher read out PCSO V Henderson's November and December reports.

#### **125/23 To consider the Parish Council budget and precept request for 2024/25**

Parish Council's have to lodge their 2024/25 precept demand with Somerset Council (SC) by 2nd February 2024.

SC will not finalise their budget, and therefore confirm which services they will be withdrawing, until mid February.

This lack of definitive information forthcoming from Somerset Council leaves the Parish Council in the unenviable position of having to set a budget without clear facts concerning what devolved services it may be expected to provide in 2024/25.

In the process of budget setting, the Parish Council had to consider which services are likely to be withdrawn that which will have a direct negative impact on parishioners and that can legally and realistically be considered services that the Parish Council could deliver.

**RESOLUTION: to approve the proposed budget, including the anticipated costs as a result of services expected to no longer be carried out by SC**

**RESOLUTION: to request a precept of £62,000 for 2024/25**

### **126/23 Planning application/s**

- 126.1. Updates on previously considered applications  
None
- 126.2. Any planning applications received since agenda publication  
None

### **127/23 Defibrillators (Cllr Reeves)**

- 127.1. Signage – update  
No update
- 127.2. Child pack – update  
No update

### **128/23 Estates**

- 128.1. Estates - report (Cllr Hutson)  
No report
- 128.2. Ditches and culverts
  - i) The maintenance of the ditches and culverts is the responsibility of the owner of the land they run over (riparian responsibilities). The PC has been working to identify these land owners and as a result of these investigations Hallam have committed to carrying out the necessary work on the watercourses that are their responsibility.  
The PC has no power to enforce these responsibilities, these powers lie with Somerset Council (the Local Lead Flood Authority) and the PC has requested help from SC to enforce the responsibilities of the other responsible parties.  
Councillors agreed that the PC should not to carry out maintenance work on watercourses in the parish that are not its responsibility, but it would continue to work to ensure that riparian responsibilities are adhered to by land owners.
  - ii) To note, a complaint has been received by the PC regarding issues surrounding ditches and culverts. It is being responded in accordance with the PCs complaints policy
- 128.3. Picnic tables / concrete bases on playing fields and bench on village green. Confirm proposed siting  
**RESOLUTION: approve proposed siting plan for three picnic tables on the playing field and one bench on the village green happy with plan.**
- 128.4. Playground, Outdoor Gym, MUGA, youth shelter:
  - i) Regular safety inspections – report  
The base plate covers have been replaced on the airwalker. One has been damaged again. The supplier is going to provide an alternative method to cover the securing bolts in the hope that it is more vandal resistant.

- ii) Reinstatement valuation for MUGA and Tennis Court (Cllr Freeman)  
No report provided
  - iii) Youth Shelter (SC responsibility). A fire had been lit in the shelter causing damage. The PCSO had inspected it and said thought it was started by a spray paint can being set on fire. Damage has been reported to SC
- 128.5. Hard path
  - i) signage – update (Cllr Reeves)  
No update
  - ii) requesting the path is recorded as a formal public right of way -update  
The clerk reported that the necessary information had been received from the ROW officer at SC. Crown Estates will be approached with the request to allow the path be registered as a PROW.
  - iii) it was noted that vegetation growth was pushing back through. KH to report to the contractor to remedy
- 128.6. Additional dog/waste bins – update (Cllr Reeves)  
No update

**129/23 Village newsletter / information sheet (Cllr Draper-Gammon)**

**To consider draft layout and content of the information sheet / website information**

No draft provided

**130/23 Finance**

- 130.1. To receive and approve bank reconciliation and financial report to 31<sup>st</sup> December 2023

**RESOLUTION: to approve the presented bank reconciliation to 31<sup>st</sup> December 2023**

**showing a total balance held of £102,630.24**

**RESOLUTION: to receive and approve the presented financial report**

- 130.2. Payments
 

|                       |                                             |          |
|-----------------------|---------------------------------------------|----------|
| Staff costs           | January 2024                                | £1961.06 |
| Clerk                 | Expenses and reimbursements, Nov & Dec 2023 | £23.70   |
| Complete Weed Control | November treatment                          | £787.20  |
| RW Gale Ltd           | Bus shelter removal and bench installation  | £2268.00 |
| Somerset Council      | 3 <sup>rd</sup> ¼ maintenance charges       | £848.30  |
| Kingfisher Direct Ltd | bus stop bench (paid Dec 2023)              | £560.96  |
- 130.3. Receipts  
None

**131/23 Bus shelter (Cllr Coucher)**

The bench is now installed.

**132/23 Cotford St Luke Community Association – report**

- Kitchen works being done in march (s106 money extended until end of march)
- Guttering being repaired this week

There being no further business, the meeting ended at 20.06