



Councillors are hereby summoned, and members of the public and press are invited, to attend a meeting of Cotford St Luke Parish Council to be held on **Thursday 23rd January 2025**, starting at 19.00, in the Community Centre, Bethell Mead, Cotford St Luke, TA4 1HZ, for the purpose of transacting the business outlined on the agenda below.

Notes:

- **Members of the public requiring assistance or reasonable adjustments to aid their attendance at Council meetings are asked to contact the Council in advance at clerk@cotford-st-luke.org.uk. Documents are available in large print by request.**
- **Recording of meetings is permitted under the Openness of Local Government Bodies Regulations 2014; please refer to section 3 of the Council's Standing Orders ([2022 23-CSL-PC-Standing-Orders-signed.pdf \(cotford-st-luke.org.uk\)](#)).**
- **Public participation is welcome during the allocated Public Open Forum session, please refer to section 3 of the Council's Standing Orders ([2022 23-CSL-PC-Standing-Orders-signed.pdf \(cotford-st-luke.org.uk\)](#)).**

Helen McGladdery – CILCA – Clerk and RFO to Cotford St Luke Parish Council
16th January 2025

“Have Your Say”

Before the Parish Council meeting starts there will be an opportunity for residents to “have your say” a public open forum where questions may be put to the Council in person during this public participation session of up to 15 minutes and a maximum of 3 minutes per person. Issues raised in this session without prior notice may be referred to the Clerk to respond to within 10 working days or listed on a subsequent agenda. The Chair reserves the right to vary or extend these time limits. Once the meeting commences residents are welcome to stay to observe the meeting but are not permitted to speak.

Agenda

86/25

To receive and approve apologies for absence.

a. To record members present:

Schedule 12 of the Local Government Act 1972 requires:

- a record be kept of the members in attendance.
- this record forms part of the minutes of the meeting.
- Members who are unable attend a meeting should tender apologies in advance to the Clerk and the grounds for apologies tendered will also be recorded.

b. To approve any apologies for absence:

Section 85(1) of the Local Government Act 1972 requires:

- Members present to decide if the reason(s) for a member's absence are acceptable.

87/25

To receive declarations of pecuniary or personal interests in items on the agenda and any dispensations.

The Localism Act 2011 and the Council's Code of Conduct requires:

- Members to declare any interests not currently recorded in the Member's Register of Interests or not notified to the Monitoring Officer of it.
- Requests for Dispensations should be made in writing to the Clerk in advance of the meeting.

- 88/25 To approve the draft minutes of:**
a) The Parish Council meeting held on 21st November 2024.
b) The Extraordinary meeting held on 9th January 2025
- 89/25 To receive reports from:**
a. Somerset Councillors.
b. Representative(s) to the Taunton Local Community Network.
c. Cotford St Luke Neighbourhood Policing Team.
- 90/25 Clerks report**
a. Update on actions since previous meeting
b. Details of correspondence received since the last meeting.
- 91/25 Finance**
a. To approve the accounts for payment since the previous meeting.
b. To receive budget to spend report
c. To receive the three-year forecast
d. To agree the budget for 2025/26
e. To agree the precept request from Somerset Council
f. To receive update on External Audit
g. To approve the purchase of a new noticeboard from CIL funds
h. To approve the purchase of an information sign at the Tennis Courts and MUGA
- 92/25 Governance**
To approve:
a) Grants policy
b) CIL policy
c) Tree policy
d) Standing orders
e) To confirm 2025 meeting dates
f) To confirm Councillors areas of responsibility
- 93/25 Planning Applications:**
To agree response to planning applications received:
53/24/0007 - Application for approval of reserved matters following outline application 53/21/0010 for the access, landscaping, appearance and scale for the erection of 80 No. dwellings, vehicle access, drainage, public open space including allotments and play areas, foot paths, cycle ways, landscaping and associated works on land off Dene Road Cotford St Luke
- 94/25 Cotford St Luke flood defence system: ditches, culverts, attenuation ponds and floodplain:**
a. Update on Somerset Rivers Authority grant application
b. To discuss proceeding with a Flood defences survey
- 95/25 Amenities and assets:**
a. Tennis courts: to receive update on planned works and to approve repairs
b. To discuss tree survey quotes received
- 96/25 To agree Parish Council goals for 2025**
- 97/25 Suggested items from Councillors for inclusion in the next meeting.**
- 98/25 Next meeting: Thursday 20th February 2025, 19.00, Community Centre.**