



Councillors are hereby summoned, and members of the public and press are invited, to attend The meeting of Cotford St Luke Parish Council to be held on **Thursday 18th June 2026, at 7pm** 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 \(cotford-st-luke.org.uk\)](#)).**

Signed on original

Helen McGladdery – CILCA – Clerk and RFO to Cotford St Luke Parish Council
Thursday 11th June 2026

“Have Your Say”

Before the Parish Council meeting starts there will be an opportunity for residents to have their say. This is 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

- 234/26 To receive and approve apologies for absence.**
- a. To record members present
 - b. To approve any apologies for absence

235/26 To receive declarations of pecuniary or personal interests in items on the agenda and any dispensations.

- 236/26 To approve the draft minutes of:**
The Parish Council meeting held on Thursday 21st May 2026

- 237/26 Clerks Report which will include all matters arising from previous minutes, correspondence received and items of interest**
- 238/26 Amenities and assets:**
- a. Speed Indicator Device - to receive update on previous speed recordings, Chapter 8 training costs and possible location of dedicated posts and costs involved
 - b. To receive update on ideas for additional playground equipment
 - c. To approve quote on wheeled sports activities for the fete as part of skate park project and launch of public consultation
 - d. To discuss request to hire the tennis court for pickleball sessions from Taunton pickleball club
 - e. To discuss the purchase of a second pickleball net for the community use
 - f. To discuss installing a larger noticeboard near the Co-op
- 239/26 Crown Land, Floodplain and Highways**
- a. To receive further updates of conversations with Somerset Council about Crown Land management in the parish
 - b. To discuss Somerset Wildlife Trust initiatives
 - c. To discuss quote for road sweeper for pavements
 - d. To discuss quote from SC for additional signage for around the attenuation pond
 - e. To nominate Cllr Barter as Parish Paths Liaison Officer
- 240/26 Finance and policies**
- a. Details of Receipts and Payments since the previous meeting
 - b. Details of invoices for approval
 - c. To receive budget to spend report
 - d. To receive update on S106 application from Somerset Council to fund a community garden and fencing the back grass area of the Community Centre
 - e. To approve the Internal Audit report
- 241/26 Annual Audit - to approve the Annual Governance Statement 2025/26**
- 242/26 Annual Audit**
- a. To approve 2025/26 annual accounts
 - b. To approve Accounting Statement 2025/26
- 243/26 Planning Applications:**
- To agree response to planning applications received
None at time of setting agenda
- 244/26 Items from Councillors for inclusion in the next meeting.**
- 245/26 Next meeting:** Parish Council meeting **Thursday 17th September 2026 at 7pm in the Community Centre**

Supporting papers:

- 237/26 Clerks Report which will include all matters arising from previous minutes, correspondence received and items of interest**
- Election paperwork submitted to SC
 - Minutes, statement of internal controls, IT policy and Data Audit added to website

- Contacted SC regarding speed recordings and linked Cllr Barter with Speed watch team
- Chapter 8 training and dedicated post quotes received
- Quote requested from SC for deep water signs
- SLCC and SALC membership renewed
- Payments made
- Planning response submitted

Correspondence received

- 3 emails relating to vegetation
- 1 relating to allotments
- 1 relating to road safety
- 1 safety concern of broken sign
- 1 pickleball booking query

238/26 Amenities and assets:

a. Speed Indicator Device - to receive update on previous speed recordings, Chapter 8 training costs and possible location of dedicated posts and costs involved

- SC Data Team can carry out a speed survey they install a radar and capture vehicles in both directions for 24 hours a day for 7 days. The cost of this is approx. £350.
- Free historic data available for 2024:
Top location Bishops Lydeard side – average 29.7 but rising to 32.7 between 7 – 10pm
Bottom location Norton Side – 26.3 but rising to 27.9 between 10pm – 4am
- Dedicated SID post to supply and install £350
- Chapter 8 training: Lantra 12D Moving Works Operative course. The price is £215 + VAT which will include a Lantra e-card that is valid for 5 years

240/26 Finance and policies

a. Details of Receipts and Payments since the previous meeting

Receipts:

CSLCA caretaker March/April	£70.13
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Payments:

SLCC Membership 50%	£158.00
Parsons - April	£1,669.81
CSLPS - Caretaker March	£73.12
CSLPS - Caretaker April	£67.50
SALC membership 2026	£958.12
Zurich Insurance 2026-27	£1,688.88
HMRC - May	£399.10
SC Pensions - May	£304.70
H McGladdery May expenses	£6.75
ICO	£47.00
Service charge	£7.00
Mobile phone	£9.69
SALC - GPDR training 50% invoiced to BHPC	£40.00
Parsons - May	£1,669.81
Complete weed control - 1st spray	£907.20

Cllr Freeman - Green bin expenses
The Clerks May salary was paid in this period

£27.76