



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 17th September 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 9th 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

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| 246/26 | To receive and approve apologies for absence.
a. To record members present
b. To approve any apologies for absence |
| 247/26 | To receive declarations of pecuniary or personal interests in items on the agenda and any dispensations. |
| 248/26 | To approve the draft minutes of:
The Parish Council meeting held on Thursday 18th June 2026 |

- 249/26** **Clerks Report which will include all matters arising from previous minutes, correspondence received and items of interest**
- 250/26** **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 set budget for bulb planting in the parish
 - f. To discuss the purchase of a dog watering station
 - g. To discuss the purchase of a water bottle refill station at the Community Centre
 - h. To discuss the purchase of a projector and screen for the Community Centre from CIL funds
 - i. To confirm meeting dates for 2027
- 251/26** **Amenities, assets and community:**
- 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 discuss taking ownership of Allotments at the Oaks
 - d. To discuss management of allotments at the Oaks and potential community garden
 - e. To discuss PCSO beat surgeries and to confirm location and day/time
 - f. To discuss repairing broken fence rails on Crown land
- 252/26** **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 quote for road sweeper for pavements
 - c. To discuss and set budget for work on the floodplain from earmarked reserves (£10,000 earmarked for 2026/27)
 - d. To discuss funding the repair to the footbridge over the river
- 253/26** **Planning Applications:**
To agree response to planning applications received
None at time of setting the agenda
- 254/26** **Youth provision and skate park**
- a. To discuss funding the "In the Mix" project proposal to provide a Youth Club for the Village at a cost of £4,000
 - b. To receive update on skate park project
 - c. To discuss holding a wheeled sports event day
 - d. To agree to obtain DBS checks for project leads
- 255/26** **Items from Councillors for inclusion in the next meeting.**
- 256/26** **Next meeting: Parish Council meeting Thursday 19th November 2026 at 7pm in the Community Centre**

Supporting papers:

249/26 - Clerks Report which will include all matters arising from previous minutes, correspondence received and items of interest

- Minutes, Internal audit report, AGAR and accounts added to website
- SC instructed to carry out speed recordings
- SC supplied map of 20mph zone and confirmed any addition to the zone would need the PC to pay for any changes in speed limit, it would also need to meet the Department of Transport criteria and be supported by the police and need general support from local residents.
- Additional pickleball net purchased and stored at the court with the original one.
- Proposed location of new noticeboard confirmed as Crown land
- Confirmation submitted to SC that the PC support Cllr Barter becoming PPLO
- AGAR submitted to external auditor and receipt confirmed

250/26 - Finance and policies

a. Details of Receipts and Payments since the previous meeting

Receipts:

BHPC Clerk training 50%	£20.00
CSLCA caretaker May	£45.00
Reserves Interest	£446.47
CIL interest	£71.51
CSLCA caretaker June	£47.81
SC precept final payment	£36,500.00

Payments:

Pickleball net	£119.99
CSLPS - Caretaking - June	£95.62
HMRC - July	£344.83
SC Pensions - July	£274.30
H McGladdery - July Expenses	£26.74
Service charge	£7.00
Mobile phone	£9.69
Parsons _ July	£1,669.81
Parish Online mapping	£144.00
Play Inspection co - MUGA	£239.40
Narkedesigns - Web compliance	£45.00
Narkedesigns - Plug in	£39.00
SC Pensions - Aug	£264.17
HMRC - Aug	£326.67
H McGladdery – August Expenses	£8.24
Service charge	£7.00

b. Details of invoices for approval

Parsons – August £1,669.81

251/26 – Amenities, assets, and community:

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

Chapter 8 training costs – £215+VAT

Dedicated Posts from SC (once location approved) £350 each

Speed Indicator Device plus solar charger £2700 +VAT

c.To discuss funding the repair to the footbridge over the river

Parsons Landscapes quote was £6,700.00 (this could come from Floodplain budget above)