

COTFORD ST LUKE PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
HELD AT THE COMMUNITY CENTRE ON THURSDAY 12TH JANUARY 2017

Item Nr	Item	Action By
1.0	<p>Attendance and Apologies In attendance: Cllr J Hassall (Chairman) Cllr L Carroll Cllr T Freeman Cllr P Gunner Cllr D Stansbury Miss C Roche, Parish Clerk Cllr M Rigby, SCC Councillor Cllr A Gunner, TDBC Councillor No Members of the Public attended the meeting.</p> <p>Apologies received from: Cllr P Grover PCSO S Baker, Avon and Somerset Police</p>	
2.0	<p>Councillor's Declaration of Interest in Any Agenda Item</p> <p>Cllr Carroll - item 16.1.</p>	
3.0	<p>St Luke's Centre Amended Planning Application Pre-Consultation</p> <p>Representatives from the Church presented the amended plans to the Parish Council and explained the proposed changes. The representatives confirmed the centre will be single storey, the construction materials will be timber and brick, the size of the centre and individual areas within it, the ongoing fund raising and that the Planning Application had been submitted to TDBC.</p> <p>The Chairman thanked the representatives for attending the meeting and advising the Parish Council of the amended plans.</p>	
4.0	<p>Casual Vacancy</p> <p>The Clerk advised that she had not received any enquiries with regards to the vacancy despite it being advertised on the website and noticeboards. Cllr Hassall advised that four people may be interested in becoming a Councillor and that he would contact them accordingly. Ongoing.</p>	Cllr Hassall
5.0	<p>Police</p> <p>The Clerk read out the report that she had received prior to the meeting, from PCSO Baker.</p> <p>Cllr Stansbury advised that the kitchen door light had recently been vandalised. The alleged vandals had been caught on CCTV and the Police informed accordingly.</p>	

5.0 cont.	The parking issues that were causing much anger in the village had been reported to the Police, by individual villagers. To be discussed with PCSO Baker at the next Parish Council meeting.	Clerk
6.0	<p>Items from Members of the Public</p> <p>None received.</p>	
7.0	<p>SCC Councillor Update.</p> <p>Cllr Rigby advised the Parish Council of the following:</p> <ul style="list-style-type: none"> ❖ Mud on highway in vicinity of construction sites in the village - he would take this issue up with SCC Highways ❖ New lamppost required at junction of Milsom Place - this issue has been ongoing since July 2016 and he would take this up with SCC Street Lighting ❖ Repainting lampposts in Cotford St Luke - Cllr Rigby will ascertain costs ❖ Cycle path to Bishops Lydeard and then onto Taunton town centre - it was confirmed that the Feasibility Study had been submitted to SCC. If accepted, SCC is best placed to negotiate land acquisition along the route ❖ The A358 roundabout was 66% completed and was 1.5 weeks behind programme but the contractor had plans in place to complete construction on time ❖ Cycling blackspots in Taunton area still being investigated by SCC Highways ❖ Northern Inner Distribution Road saga was ongoing and subject to non-disclosure agreements ❖ The new Broadband cabinet at the northern Graham Way roundabout had still not gone live - Cllr Rigby to take this issue up with Connecting Devon and Somerset ❖ Mobile telephone mast at Bishops Lydeard station - it was not known when the operator (EE) would upgrade the mast ❖ Community Plan grant - Cllr Rigby agreed to ascertain if any grant funding was available ❖ From Autumn 2017, the household waste collection will be every 3 weeks but the arrangements for recycling and garden waste collection will remain the same. Additional items will be included in recycling ❖ SCC Budget - final budget to be agreed before end February 2017. Forecast budgeting now in place for next 4 years, to provide certainty regarding service delivery ❖ Consultation on capping Parish Council's Precept now withdrawn as not feasible to implement <p>The Clerk confirmed that she had raised the subject of illegal parking by the Tone Vale developer, on the grassed area by the School bus stop layby with SCC Highways. SCC Highways had made a site visit and confirmed that the contractor will make good all damage before it leaves site at the end of 2017. Also, it was suggested that this grassed area be turned into a car park for those parents dropping off/collecting their school children. The Clerk was asked to contact SCC Highways to ascertain if this was feasible. It was agreed to include this idea in the Community Plan questionnaire that Cllr Carroll will be producing.</p>	Clerk/ Cllr Carroll

8.0	<p>TDBC Councillor Update</p> <p>Cllr A Gunner advised that she was still pursuing the tennis courts/MUGA issue with the DLO.</p> <p>Also, she had spoken with a representative from Somerset Waste Partnership regarding lids for recycling bins. The Clerk was asked to invite Somerset Waste Partnership to a Parish Council meeting to discuss this issue further.</p>	Clerk
9.0	<p>Tennis Courts/MUGA</p> <p>The Clerk advised that the Tennis Court fence had been secured with a metal barrier, in order to make it safe following the accident to the young child.</p> <p>Cllr Freeman had advised that he was finalising the MUGA costings and these would be available for the next Parish Council meeting.</p> <p>The Clerk advised that she had written to the DLO Manager and Cllr A Gunner, so that outstanding matters including the retaining wall stones could be taken up with the DLO. Ongoing.</p>	Cllr Freeman Clerk
10.0	<p>Section 106 and Community Infrastructure Levy</p> <p>Cllr Carroll confirmed that she had attended the SALC/TDBC CIL training session, along with Cllrs Hassall and Gunner. TDBC CIL Officer confirmed that it would take up to 18 months to complete a Community Plan and the CIL payments totalling 15% per development would be received and must be spent within 5 years of receipt.</p> <p>Cllr Carroll also advised the Parish Council that she had been approached by the School regarding its Community Cohesion Art Studio/Garden Project, to ascertain if a CIL contribution could be forthcoming. It was agreed that the village would need to be consulted with regards to such a contribution being made.</p> <p>Cllr Carroll explained that CIL expenditure consultation could take place via an online Community Plan questionnaire. The questionnaire software provider would independently analyse the questionnaire results. The cost of using the software is £228.00. Cllr Carroll confirmed that she was willing to set up the questionnaire. Also, Cllr Carroll asked if it would be possible to purchase three banners to advertise the Village Open Day.</p> <p>Resolved: It was agreed to proceed with the online Community Plan questionnaire and to spend £228.00 on the software and to ascertain the cost of banners.</p>	Clerk Cllr Carroll/ Clerk
11.0	<p>Flooding Meeting</p> <p>To be deferred to the February 2017 meeting.</p>	Clerk

12.0	<p>Website Security</p> <p>Cllr Carroll advised that she would contact the Webmaster with regards to registering the website.</p>	Cllr Carroll
13.0	<p>Approval of Minutes from Previous Meeting dated 8 December 2016</p> <p>Resolved: The Minutes were approved as a true record.</p>	
14.0	<p>Matters Arising</p>	
14.1	<p>CSLCA AGM</p> <p>Cllr Stansbury advised that no amendments to the Constitution had been received and therefore, the Constitution had been sent to the Charity Commission. Item closed.</p> <p>Cllr Stansbury advised that the AGM had been held on the 14 December 2016, in the Community Centre. Item closed.</p>	
14.2	<p>Natural Environment Issues</p> <p>The Clerk advised that the Playing Field 6-12 year-old children's play area still required maintenance. Ongoing.</p>	C/F
14.3	<p>Section 106 - Village Improvements</p> <p>The Clerk advised that Section 106 money would be received by TDBC from the Orchard Lodge developer, in March 2017. She had contacted TDBC's Section 106 Manager who met with the Parish Council on the 11 January 2017, to discuss village improvements and the timeline for the Section 106 expenditure. Ongoing.</p>	Cllrs Carroll, Freeman, Stansbury & Clerk
14.4	<p>Precept 2017/2018: Agree Precept</p> <p>The Clerk advised that she had received confirmation that the Precept request had been received. Item closed.</p>	
14.5	<p>Co-op: Charitable Donation Nominations</p> <p>The Clerk advised that she had written to the Co-op in accordance with the Parish Council's wishes. Item closed.</p>	
15.0	<p>Planning</p>	
15.1	<p>Applications</p> <p>None received.</p>	
15.2	<p>Granted</p> <p>None.</p>	

16.0	Financial Matters	
16.1	<p>Payments</p> <ul style="list-style-type: none"> ❖ Mrs Lindsay Carroll £63.00 (Parish Councillor Meeting Attendance Allowance October - December 2016) ❖ Parochial Church Council of Heathfield £150.00 (Annual Grant for Maintaining Cemetery) ❖ TDBC To Carry Out Six Cuts of Highway Grass 2016/2017 £1684.15 (£1403.46 + VAT) ❖ TDBC To Carry Out One Off Clearance of the Stream from Healey's Meadow to the Flood Plain and to Remove All Cuttings from the Site £1060.30 (£883.58 + VAT) ❖ TDBC To Carry Out Three Tractor Flailing of the Highway Grass from Tithill Bridge to Park View and from Dene Road to B3227 £561.38 (£467.82 + VAT) ❖ TDBC To Carry Out Weed Kill on All Roads and Pavements in 2016/2017 £1430.80 (£1192.33 + VAT) ❖ Somerset Web Services Ltd £658.80 (Annual Charge for Website (£549.00 + VAT)) <p>Resolved: The Parish Council agreed to make the above payments.</p>	Clerk
16.2	<p>Receipts None received.</p>	
16.3	<p>Resolution to Purchase One Dog Bin at the Entrance to the Public Footpath T4/23 on Dene Road between the Burial Ground and Hill View £561.38 (£467.82)</p> <p>Resolution: It was agreed to purchase the dog bin. Clerk to advise the DLO accordingly.</p>	Clerk
17.0	<p>Correspondence</p> <ul style="list-style-type: none"> ❖ CCS - Village Agent ❖ Somerset Waste Partnership - Recycle More <p>The Parish Council noted the above.</p>	
18.0	<p>Matters for Next Meeting</p> <ul style="list-style-type: none"> ❖ Feasibility Study with regards to Community Centre Phase 2 	Clerk
19.0	<p>Date of Next Meeting</p> <p>9 February 2017 at 7.30PM.</p> <p>The meeting closed at 9.54PM.</p>	

Signed: _____ Date: _____