

COTFORD ST LUKE PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
HELD AT THE COMMUNITY CENTRE ON THURSDAY 9TH JANUARY 2014

Item Nr	Item	Action By
1.0	<p>Attendance and Apologies</p> <p><i>In attendance:</i> Cllr D Stansbury (Chairman) Cllr T Freeman Cllr A Gunner Cllr P Gunner Cllr E McGuinness Miss C Roche; Parish Clerk Cllr A Beaven; TDBC Councillor PCSO S Cridlin; Avon and Somerset Police No Members of the Public</p> <p><i>Apologies received from:</i> Cllr M Cassidy Cllr M Rigby; SCC Councillor</p>	
2.0	<p>Items from Members of The Public</p> <p><i>None were received.</i></p>	
3.0	<p>Councillor's Declaration of Interest in Any Agenda Item</p> <p><i>None were received.</i></p>	
4.0	<p>Police Update</p> <p><i>PCSO Cridlin provided the Parish Council with a report on crimes and other matters. The Chairman thanked her for updating the Parish Council.</i></p>	
5.0	<p>SCC Councillor Update</p> <p><i>The Clerk advised that Cllr Rigby was still looking into:</i></p> <ul style="list-style-type: none"> ❖ <i>The speed limit along Dene Road</i> ❖ <i>Topping and white lining the footpath alongside the old drainage system</i> <p><i>Post meeting e-mail from Cllr Rigby noted:</i></p> <ul style="list-style-type: none"> ❖ <i>The Broadband rollout is progressing in Cotford St Luke with most of the village eligible for fibre broadband with speeds up to 72mbps possible</i> ❖ <i>The programme of closure and change of the Children's Centres has been paused</i> 	
6.0	<p>TDBC Councillor Update</p> <p><i>Cllr Beaven explained that he was concerned that the number of houses proposed for the village in the TDBC Site Allocations Document would only exacerbate the limitations; on the present infrastructure and utilities. Cllr Beaven advised that he will be contacting Cllr Nottrodt (TDBC Planning Committee Chairman) regarding his concerns.</i></p>	

<p>7.0</p>	<p>NHS Land</p> <p><i>The Parish Council discussed whether an offer should be made for the NHS land. The Chairman advised that not only did the Parish Council need to think about the repayment on any loan to purchase the land but also on-going maintenance and insurance costs.</i></p> <p><i>It was suggested that the bid should be £0, £10,000 or £21,999. Concern was expressed that if the Parish Council's bid was accepted by the NHS; then there would be no Precept available should the Parish Council (after consulting with villagers) adopt the land in administration (Cofton land) unless there was a significant increase in the Precept.</i></p> <p>Resolved: <i>It was unanimously agreed (5 votes to 0 vote) not to make an offer for the NHS land as there would be no benefit to purchasing it and the Parish Council wished to concentrate on protecting the land in administration for the village. Item closed.</i></p>	
<p>8.0</p>	<p>Land in Administration (Cofton land)</p> <p><i>It was agreed to wait for Deloitte's (the Administrator) or TDBC to contact the Parish Council with regards to the future ownership of the land in administration. In the meantime; it was agreed to identify the areas of land that could be protect by 'Village Green' status and for the new and existing drainage system to be adopted either by TDBC or SCC.</i></p>	<p>Clerk</p>
<p>9.0</p>	<p>Youth Provision</p> <p><i>Cllr Freeman advised that Mr Orzag-Land from Revive had visited Kingsmead School and Event Youth Club to make contact with the youths. Since then a meeting in Cotford St Luke had been arranged with the youths but it was not well attended. Cllr Freeman waiting for further contact from Mr Orzag-Land.</i></p> <p><i>The Clerk advised that SCC had a £5,000 grant available for youth projects. Cllr Cassidy to contact Reverend Brindle with regards to him applying for the grant.</i></p>	<p>Cllr Cassidy</p>
<p>10.0</p>	<p>WW1 Memorial</p> <p><i>Cllr McGuinness explained that she had contacted the Royal British Legion regarding erecting a war memorial and that funding was available. It was suggested that a war memorial could be situated on the Burial Ground.</i></p> <p><i>Cllr McGuinness also advised that various ideas had been identified by the Clerk which could also be considered as part of the memorial. Cllr McGuinness confirmed that the School and the Church would also like to be involved in a joint project with the Parish Council. The Church was already looking into the history of Cotford St Luke and that there was a plaque in The Chapel listing 14 people from Tone Vale who had died in WW1. Further information might be found in Somerset County Council archives (at Norton Fitzwarren) and at the Imperial War Museum. Cllr McGuinness to arrange a meeting with all concerned.</i></p>	<p>Cllr McGuinness</p>
<p>11.0</p>	<p>Carpet Mat Bowls versus Short Mat Bowls</p> <p><i>Cllr Stansbury confirmed that Worthing Bowls Centre had agreed to exchange the short mat bowls for carpet mat bowls. The exchange would be dealt with by the Community Association. In the near future; it was anticipated that the Carpet Mat Bowls Club would be playing on a regular basis. The Parish Council thanked Cllr Stansbury for his efforts in resolving this matter.</i></p>	<p>Cllr Stansbury</p>

12.0	<p>Approval of Minutes from Previous Meeting dated 9 December 2013</p> <p>Resolved: The minutes were approved following a minor amendment and signed as a true record.</p>	
13.0	<p>Matters Arising</p>	
13.1	<p>Fly Tipping The fly tipping had increased significantly behind Stutts End during the summer months. It was predominantly garden waste but other waste was also being deposited there which is posing an environmental and health hazard. Cllr Freeman suggested that the wording on any warning signs needed to be carefully considered. It was agreed to monitor the situation in the summer 2014 and for an article to be included in the April 2014 newsletter. Ongoing.</p>	Clerk
13.2	<p>Diamond Jubilee Tree Trail The Clerk suggested at the previous meeting that a Tree Trail could be uploaded onto the Parish Council's website for minimum cost and that a number of villagers had volunteered to assist with the project. The Clerk advised that she was presently waiting for drier weather so that the tree trail route could be confirmed. Ongoing.</p>	Clerk
13.3	<p>Natural Environment A Member of the Public requested that the Parish Council contact The DLO to lop the horse chestnut tree south of Nr 20 Nichol Place; as his car and fence was being damaged by this tree. The Clerk advised that she had contacted The DLO and was waiting for a response. Ongoing.</p>	Clerk
13.4	<p>Backfilling Existing Drainage System and Culverts and Topping Adjacent Footpath The Clerk advised that the functionality of the new drainage system and culvert behind Burge Meadow and down onto the Flood Plain was being monitored with villagers whose homes backed onto the system reporting that water was flowing very quickly through the system. The Clerk to contact SCC and TDBC with a view to one of the councils adopting the system. Ongoing.</p>	Clerk
13.4	<p>Also; the broken fence by Nr 7 Burge Crescent needed to be dealt with. It was agreed to ascertain how the fence could be repaired and the erosion of the drainage system embankment at this point be remedied to avoid further slippage of the fence. Clerk to contact The DLO. Ongoing.</p>	Clerk
13.5	<p>Graffiti on Bus Shelters: Review Quote The Clerk advised that a local tradesman had treated one panel of the Aveline Court bus shelter; to ascertain how the winter weather affected the newly painted panel. To be reviewed in spring 2014. Also; a revised quote had been requested from TDBC but no response had been received. Ongoing.</p>	
13.6	<p>Approved Quotes TDBC - Supply and erect shelter on Old Pavilion base (located by Playing Field/near Tennis Courts) and lay a small footpath leading to Shelter from the Footway for the sum of £1135.00 + VAT (£1362.00). Instructed; awaiting installation. Ongoing.</p> <p>Clerk to contact SCC Highways to confirm that planted areas either side of the bench may be dug instead of two planters. It was agreed not to proceed with this matter. Item closed.</p>	Clerk

13.7	<p>Halse Notice Board The Clerk advised that she had written to Mr Gold regarding including the internal header for free when the notice board is installed received. However she had not received a response. Ongoing.</p> <p>The Clerk was requested to contact Mr Payne with regards to the total cost of notice board being £610.00 for which Mr Payne had previously offered to pay 50% of the cost. Upon receipt of a cheque from Mr Payne; the Clerk to instruct Mr Gold to construct and install the notice board. Ongoing.</p>	Clerk
13.8	<p>Two Admiral Type Bollards for Bethell Mead at £528.00 (£440.00 + VAT) The quote received from SCC Highways for the installation of the two Admiral Type Lockable Bollards for Bethell Mead was reviewed. Keys to be held by The DLO and Parish Clerk.</p> <p>The Parish Council selected the black bollard with a 150mm red/white retro-reflective band. This type of bollard is in keeping with the bollards installed in the traffic calming measures that are throughout the village.</p> <p>The Clerk confirmed she had instructed SCC Highways to install two bollards at a cost of £528.00 (£440.00 + VAT) but a cheque and the signing of the agreement was now required. Ongoing.</p>	Clerk
13.9	<p>Laying of Double Yellow Lines from Graham Way northern roundabout down to Rogers Walk At the December 2013 Parish Council meeting; a Member of the Public inquired of the Parish Council would consider paying for double yellow lines to be laid from Graham Way northern roundabout down to Rogers Walk. The Parish Clerk advised that she had contacted SCC Highways regarding this matter to ascertain the feasibility of it and the associated cost. Ongoing.</p>	
14.0	<p>TDBC Papers</p> <p>The Clerk advised that there was nothing to report.</p>	
15.0	<p>Planning</p>	
15.1	<p>Applications None received.</p>	
15.2	<p>Granted None received.</p>	
16.0	<p>Financial Matters</p>	
16.1	<p>Payments</p> <ul style="list-style-type: none"> ❖ Payroll Specialists £54.00 (PAYE Real Time October - December 2013 £45.00 + VAT) ❖ HMRC Income Tax £176.85 (Parish Clerk's Salary October - December 2013) ❖ Parish Clerk Expenses £18.00 (1 November 2013 to 31 December 2013) ❖ Parochial Church Council of Heathfield £150.00 (Annual Grant for Maintaining Cemetery) <p>Resolved: The Parish Council agreed to pay the above.</p>	Clerk

16.2	<p>Quarterly Review of Committed Expenditure <i>The Parish Council reviewed the figures and agreed to delay the Section 137 payments until April 2014 when the year end balance would be known.</i></p>	Clerk
16.3	<p>TDBC Devolving Services to Parish Councils <i>The letter received from TDBC was discussed. Cllr McGuinness confirmed that emptying of litter and dog bins was the statutory responsibility of TDBC. It was agreed not to respond to the letter. Item closed.</i></p>	
17.0	<p>Correspondence</p> <p><i>Event Youth Club: Flyer 40 Commando Royal Marines: Thank you card SCC Education: Change to catchment area of Kingsmead School</i></p> <p><i>The Parish Council noted the above.</i></p> <p>Devon and Somerset Fire and Rescue Service: Response to Parish Council letter dated 25 September 2013.</p> <p><i>Cllr McGuinness requested the Clerk to write to Devon and Somerset Fire and Rescue Service requesting a visit to Taunton Fire Station to view the LRP vehicle.</i></p> <p>TDBC: Casual Vacancy Election <i>The Clerk advised that she had received the Notice of Election from TDBC. The election would be advertised on the 15 January 2014 (afternoon) and that nomination papers must be submitted to TDBC by the 24 January 2014 (noon). If only one nomination paper was received; then the candidate would be automatically elected to the Parish Council. However; if two or more nomination papers were received, the election would be held on the 20 February 2014 - the Community Centre had already been booked. If an election was held; it would cost the parish a minimum of £2,500. Ongoing.</i></p>	Clerk Clerk
18.0	<p>Matters for Next Meeting</p> <p><i>No matters were received.</i></p>	
19.0	<p>Date of Next Meeting</p> <p><i>13th February 2014 at 7.30PM</i></p> <p><i>The meeting closed at 9.53PM.</i></p>	

Signed: _____ Date: _____