

COTFORD ST LUKE PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
HELD AT THE COMMUNITY CENTRE ON THURSDAY 12 FEBRUARY 2015

Item Nr	Item	Action By
1.0	<p>Attendance and Apologies</p> <p>In attendance: Cllr D Stansbury (Chairman) Cllr L Carroll Cllr M Cassidy Cllr T Freeman Cllr P Gunner Miss C Roche, Parish Clerk Cllr A Beaven, TDBC Councillor</p> <p>Two Members of the Public</p> <p>Apologies received from: Cllr P Grover Cllr M Rigby, SCC Councillor PCSO S Cridlin, Avon and Somerset Police</p>	
2.0	<p>Councillor's Declaration of Interest in Any Agenda Item</p> <p>None were received.</p>	
3.0	<p>Items from Members of the Public</p> <p>A Member of the Public explained that he was trying to get the Nr 25A bus reinstated; with it running from Bishops Lydeard to Musgrove Park Hospital via Cotford St Luke and Norton Fitzwarren.</p> <p>The Clerk advised that she had received a response from SCC which indicated that other bus companies had been contacted with a view to them providing a replacement bus service. Also according to SCC's information; no passenger was being left behind at bus stops due to overcrowding on the Nr 25 bus. However; the view of passengers travelling to/from Cotford St Luke and Norton Fitzwarren was that this was not the case and that buses did not run to time.</p> <p>The Clerk stated that Cllr Stansbury and she had attended Norton Fitzwarren PC meeting recently where bus issues were discussed. It was agreed that a letter be written to Norton Fitzwarren Parish Council indicating that Cotford St Luke Parish Council would be willing to provide support in dealing with bus issues. Ongoing.</p>	
4.0	<p>Site Allocations and Development Management Plan</p> <p>Cllr Stansbury explained that the final version of the SADMP had been received and that 60 houses had been allocated for Cotford St Luke. Also; the development limit would be extended to the west of Dene Barton, in the fields owned by Notaro Homes and TDBC Cllr Habib Farari. It was noted that the SADMP was contrary to the Notaro Homes Outline Planning Application. Cllr Stansbury asked all Councillors to review the SADMP and that the Parish Council would be responding to TDBC accordingly; by the 26 February 2015.</p>	All Cllrs
5.0	<p>Litter</p>	
5.1	<p>Litter Picks 2015</p> <p>Cllr Cassidy confirmed that a litter pick will be taking place on the 14 March 2015 and that Reverend Keith Brindle had offered to facilitate the litter pick from his house. Also; litter picks are planned for 13 June 2015 and 10 October 2015. The Clerk advised that she had 5 short litter pickers and 2 long litter pickers; and requested that 10 more short litter pickers were required.</p> <p>Resolved: It was agreed to purchase 10 short litter pickers.</p>	Clerk

5.2	<p>Purchase of Dog Bin or Litter Bin at Junction of Old Dene Road The Clerk explained that she had received a letter from a Member of the Public regarding litter in the vicinity of Aveline bus stop; to which she had responded. However it was noticeable that there was a significant quantity of litter being deposited in Old Dene Road and on the verge out of the village towards the B3227. Also; Cllr Cassidy explained that she had noticed that significant quantities of litter was being dropped in the vicinity of the Burial Ground.</p> <p>Resolved: It was agreed to purchase and install two litter bins; similar to the one at the School bus stop. The two new litter bins are to be located at the junction of Old Dene Road and near the bench at Graham Way northern roundabout.</p>	Clerk
6.0	<p>Police Update</p> <p>The Clerk advised that she had not received a report from PCSO Cridlin; prior to the meeting.</p> <p>Cllr Freeman advised that Police Beat Teams were presently undergoing restructuring; with additional duties being assigned to them.</p>	
7.0	<p>SCC Update</p> <p>Cllr Rigby advised:</p> <ul style="list-style-type: none"> ❖ That it was anticipated that the footpath between the electricity substation at the junction of Graham Way to Nr 71 Burge Crescent would be topped by June 2015 ❖ That the Health and Wellbeing Grant 2014 had been agreed for Cotford St Luke ❖ That structural monitoring of the Norton Fitzwarren Children’s Centre building was ongoing on a regular basis and that the move to temporary accommodation was ongoing ❖ There might be a change to the mobile library service that visited Cotford St Luke ❖ That the A358 roundabout (near Bishops Lydeard) design had been approved by SCC and it was anticipated that construction would commence in the near future. 	
8.0	<p>TDBC Update</p> <p>Cllr Beaven advised the Parish Council that he had nothing to report.</p>	
9.0	<p>Approval of Minutes from Previous Meeting dated 8 January 2015</p> <p>Resolved: The Minutes were approved as a true record.</p>	
10.0	<p>Matters Arising</p>	
10.1	<p>Defibrillator</p> <p>Cllr Freeman confirmed that the defibrillator had been delivered to him. Also; he was waiting for the Co-op to confirm its national policy on installing defibrillators as part of its community initiative. Ongoing.</p>	C/F
10.2	<p>Website</p> <p>Cllr Grover advised that he had reviewed a website provider (www.parishwebsites.co.uk). Along with the standard website features, there were additional features to enhance the website’s design, and provision of and access to information. It was agreed that gold level features should be purchased at a development cost of £500.00 with annual hosting costs of £300.00. Cllr Grover offered to make contact with the website provider and arrange to meet; in the near future. Ongoing.</p> <p>Cllr Grover advised that he was still working on the tree walk that would be uploaded onto the new website. He would be taking photographs of the unique trees during the winter season. Ongoing.</p>	C/F C/F

10.3	<p>Yellow Lines from Northern Roundabout on Graham Way to Rogers Walk At the last meeting; a Member of the Public had requested that yellow lines be laid from Northern Roundabout on Graham Way to Rogers Walk. The Parish Council had explained that on three previous occasions; SCC Highways had refused this request. Although Cllr Rigby had offered to take this matter up once more, it was known that parking was not an issue during daytime and that the yellow lines would be unenforceable due to lack of TDBC resources. Item closed.</p>	
10.4 10.4.1	<p>Land Parish Boundary by Halse Water The Clerk confirmed she had written to Oake Parish Clerk regarding the parish boundary separating Cotford St Luke and Oake parishes and was waiting for a response. Ongoing.</p>	C/F
10.4.2	<p>Identification of Land Ownership in and Around Cotford St Luke The Clerk advised that she:</p> <ul style="list-style-type: none"> ❖ Still had to contact local farmers to ascertain what fields they owned ❖ Had met with the DLO on the 22 December 2014, to confirm its understanding of the land in administration and she was bringing the Land Register table up to date ❖ Still had to arrange for the existing A3 size map to be copied onto A1 or A2 size, for marking up purposes 	C/F
10.4.3	<p>Transfer of Notaro Homes Public Open Space and Allotments to Parish Council The Clerk confirmed that she had written to TDBC to confirm that the Parish Council wished for the public open space at the proposed Notaro Homes development (to the west of Dene Barton Hospital) to be transferred to it; under the Section 106 Agreement. The Clerk explained that she had no further news regarding the Section 106 Agreement. Ongoing.</p>	C/F
10.5 10.5.1	<p>Community Centre Joint Management Group Cllr Stansbury advised that a positive Joint Management Group meeting had taken place with the School and the Agreement would be reviewed in the near future; in order to establish a fairer Main Hall hourly hire charge. Ongoing.</p>	C/F
10.5.2	<p>In The Mix - Non Return of Keys The Clerk advised that she and the Community Centre Booking Secretary were still waiting for In The Mix to return the Community Centre keys. Ongoing.</p>	C/F
10.6 10.6.1	<p>SCC Topping and White Lining of Footpath along the Drainage System The Clerk advised that she was still waiting for SCC Highways to top and white line the footpath. Ongoing.</p>	C/F
10.7 10.7.1	<p>TDBC Planting Oak Tree for WW1 Memorial The Clerk also advised that she had written to the DLO to obtain permission for Triscombe Nurseries to plant an oak tree on the Playing Field but there had been no response. Ongoing.</p>	C/F
10.7.2	<p>Venn Close and Wessex Water Pumping Station Attenuation Ponds - Weed Clearance The Clerk advised that she had contacted the DLO to request that the Venn Close and Wessex Water Pumping Station Attenuation Ponds be cleared of weeds. The DLO had advised that it would not undertake this task. The Clerk indicated that she had now contacted the TDBC Drainage Engineer accordingly and was awaiting his response. Ongoing.</p>	C/F
10.7.3	<p>Tennis Courts - Upgrade Quote Requested The Clerk advised that she had still not received the quote for upgrading the Tennis Courts from the DLO. Ongoing.</p> <p>The DLO had confirmed that it would be undertaking some maintenance of the tennis courts and surrounding hedges; in the New Year. Ongoing.</p>	C/F

10.7.4	Playing Field - Football Posts Repair and Purchase of a Football Net The Clerk explained that she had requested that the DLO to repair the football posts hooks prior to any net being purchased but had not received a response. Also, the cost of a football net was approximately £70.00. Ongoing.	C/F
10.7.5	Repainting the Bus Shelters The Clerk advised that the DLO had confirmed that it would ask Community Payback to repaint the bus shelters. Ongoing.	C/F
10.7.6	Natural Environment - Winter Maintenance The Clerk advised that she had written to the DLO once more regarding the following maintenance which remains outstanding: 1. Cutting back the hedgerow opposite Old Dene Road junction (original garden wall of Tone Vale Hospital) 2. Cutting back the laurel hedgerow along the public footpath between the Chapel and 0-5 year old play area on Burge Crescent (near the School) 3. Crescent/Graham Way electricity substation and along the footpath 4. Cutting back the laurel hedgerow along the public footpath between Baileys Gate and the field adjacent to Park View/West Villas 5. Cutting back the hedgerow in the Burial Ground 6. Cutting back overhanging tree branches on the public footpath between the Grenville View apartments and The Chapel 7. West Villas to Milsom Place - sweeping footpath and cutback overhanging tree branches/bushes 8. Sweeping up heavy leaf fall on public footpath between Aveline Court and junction of Milsom Place, and Baileys Gate to Park View 9. Sweeping up heavy leaf fall in the Burge Crescent traffic calming measures 10. Clearing significant fly tipping on old drainage system in the vicinity of Nrs 69 and 71 Burge Crescent	C/F
10.7.7	Additional Funding for Natural Environment The Clerk advised that she had written to the DLO regarding the £1,000 that had been promised for natural environment maintenance and she had not yet received a response from the DLO regarding this money. Ongoing.	C/F
10.7.8	Adoption of the Drainage System The DLO had advised that it would not be adopting the Drainage System in the near future but would still maintain it. Ongoing.	C/F
11.0	Planning	
11.1	Applications None received.	
11.2	Granted None received.	
12.0	Financial Matters	
12.1	Receipts St Lukes Church £78.44 (Christmas Eve Collection for Defibrillator) The Parish Council noted receipt of the above and the Clerk confirmed that she had already written a thank you letter to Reverend Alison Norris.	
12.2	Payments Mr Peter Grover £13.20 (Set of Torx Allen Keys for Notice Board near Tennis Courts) Resolved: It was agreed to pay the above.	Clerk
13.0	Correspondence ❖ NALC - Transparency Code for Parish Councils with an Annual Turnover not Exceeding £25,000 (England only) ❖ The Friends of Dene Barton - Section 137 Grant Thank You ❖ Dorset and Somerset Air Ambulance - Section 137 Grant Thank You ❖ Taunton CAB - Section 137 Grant Thank You ❖ Wivey Link - Section 137 Grant Thank You ❖ Heathfield and Cotford St Luke PCC - Grant Thank You The Parish Council noted the above.	

<p>13.0 cont.</p>	<p>Correspondence</p> <p>The Clerk advised she had received the 2015 natural environment maintenance quotes from TDBC DLO; as follows:</p> <ul style="list-style-type: none"> ❖ To carry out weed killing on all roads and pavements £1146.00 + VAT ❖ To carry out an extra 6 cuts of highways grass in the village £224.91 + VAT per cut ❖ To carry out tractor flailing of the highway grass from Tithill Bridge to Park View and from Dene Road to B3227 £149.94 + VAT per cut ❖ To carry out a one off clearance of the drainage system from Healeys Meadow to the Flood Plain £841.50 + VAT <p>Resolved The Parish Council accepted the above quotes.</p>	<p>Clerk</p>
<p>14.0</p>	<p>Matters for Next Meeting</p> <p>Annual Parish Meeting.</p>	
<p>15.0</p>	<p>Date of Next Meeting</p> <p>12 March 2015 at 7.30PM</p> <p>The meeting closed at 9.41.</p>	

Signed: _____ Date: _____