

COTFORD ST LUKE PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
HELD AT THE COMMUNITY CENTRE ON THURSDAY 12TH JANUARY 2012

Item Nr	Item	Action By
1.0	<p>Attendance and Apologies</p> <p>In attendance: Cllr B Stone (Chairman) Cllr T Freeman Cllr A Gunner Cllr P Gunner Cllr D Stansbury Cllr M Tompsett Miss C Roche; Parish Clerk</p> <p>Cllr A J Beaven; TDBC Councillor PCSO S Cridlin; Avon and Somerset Police</p> <p>1 Member of the Public</p> <p>Apologies received from: Cllr J Hassall Cllr J Wilkins; SCC Councillor</p>	
2.0	<p>Items from Members of the Public</p> <p>None received.</p>	
3.0	<p>SCC Councillor Update</p> <p>None received.</p>	
4.0	<p>TDBC Councillor Update</p>	
4.1	<p>TDBC Councillor Update</p> <p>None received.</p>	
4.2	<p>Natural Environment Maintenance</p> <p>The Parish Clerk advised that despite several e-mails to TDBC DLO regarding the state that the central island shrubbery had been left in following the recent pruning; she had still not received any response.</p> <p>Cllr Beaven requested that the Clerk forward all e-mails that she had recently sent to TDBC DLO and in future she copied him into all e-mails.</p>	Clerk
4.3	<p>Litter Bins Emptying</p> <p>The Parish Clerk and Cllr Freeman explained that TDBC DLO staff drive onto the grassed areas around the village when emptying the bins. In winter; this left the grassed areas churned up which was very unsightly.</p> <p>Cllr Beaven offered to take this issue up with TDBC DLO.</p>	Cllr Beaven

5.0	Community Police Update	
5.1	<p>General Update PCSO Cridlin provided the Parish Council with an update on recent crimes and other issues within Cotford St Luke.</p> <p>PCSO Cridlin advised that the Beat Manager (PC Jeffery) had returned to work on light duties (desk bound) and Sergeant Stuart Bell had been promoted to Inspector. Inspector Bell was now based in Taunton Police Station. A new sergeant; Sergeant Helen Boyd had now joined the Beat Team.</p>	
5.2	<p>Vandalism - Community Centre and bus stop on Graham Way PCSO Cridlin advised that two incidents had been reported to the Police regarding the bus stop on Graham Way. As a result of the second incident being reported; the Police had arrested someone in connection with other crimes.</p> <p>PCSO Cridlin advised that any suspicious activities should be reported to the Police on 101. It was agreed to include this in the next newsletter.</p>	Clerk
5.3	<p>Youth Club PCSO Cridlin advised that a number of young villagers would like a youth club and that she had been in contact with Paul Black (youth services) at Wiveliscombe. Paul had indicated that he would be willing to come to a Parish Council meeting to advise what could be provided.</p> <p>Resolved: Parish Clerk to contact Paul Black.</p>	Clerk
5.4	<p>Speedwatch The Chairman confirmed that one Speedwatch session had already taken place. More volunteers were required. It was agreed to include this in the next newsletter.</p>	Clerk
5.5	<p>Car Parking within Junctions and Traffic Calming Measures PCSO Cridlin advised that she had undertaken a leaflet drop and would be issuing fixed penalty notices to those who illegally park in the future. She also advised that members of the public can telephone 101 and report illegal parking.</p> <p>The Parish Council discussed the laying of yellow lines from the northern roundabout at the top of Graham Way down towards Rogers Walk; and from the existing yellow lines on Dene Road down towards the southern roundabout. It was proposed that the Parish Clerk look into this with SCC Highways.</p>	Clerk
5.6	<p>Cycling Proficiency PCSO Cridlin advised that the School would be arranging cycling proficiency with SCC Education Moving Forward Team; during the 2012 summer term.</p>	
6.0	<p>Councillors Declaration of Interest in Any Agenda Item</p> <p>None received.</p>	
7.0	<p>Approval of Minutes from Previous Meeting dated 15 December 2011</p> <p>Resolved: The minutes were approved and signed as a true record.</p>	
8.0	<p>Matters Arising</p>	
8.1	<p>Bank Mandate The Parish Clerk advised that the Bank Mandate was being returned to her as the Parish Clerk needed to be a signatory in order to manage the Bank and Investment Accounts.</p>	

8.2	<p>Bus Shelter Cleaning The Parish Clerk confirmed that both bus shelters had now been cleaned. Invoice had now been received from TDBC but it arrived after the Agenda for this meeting had been issued. To be paid at next meeting.</p>	Clerk
8.3	<p>Litter Bin Reconsideration The Parish Clerk confirmed that she had ordered the litter bin from TDBC. Installation still waited.</p>	C/F
8.4	<p>Removal of No Tipping Signs/Posts Cllr Freeman advised that he was awaiting costings for new signs.</p>	Cllr Freeman
8.5	<p>Repair of Parish Council Notice Board at Aveline Court The Parish Clerk advised the Parish Council that to remove the Notice Board posts would damage the pavement. It was agreed that she should contact Bishops Lydeard Parish Clerk to find out who originally built the Notice Board and those at the Co-op Shop.</p>	Clerk
8.6	<p>Queen Elizabeth II Playing Field Scheme Cllr Freeman advised he was still waiting for information from TDBC regarding the Playing Field Scheme and would report back at next meeting.</p>	Cllr Freeman
8.7	<p>Cycleway/Footpath Cllr Tompsett advised that no further progress had been made since the last meeting with regards to the cycleway.</p> <p>The Parish Clerk advised that she had contacted SCC Highways regarding a footpath being constructed from the northern roundabout to Tithill Lane bridge. SCC Highways had indicated that the Parish Council should refer the matter to its County Councillor to ascertain if he would support the initiative. Cllr Tompsett to progress.</p> <p>It was also agreed that the Parish Clerk should contact Bishops Lydeard Parish Clerk to ascertain if the Parish Council would support a footpath being constructed from Tithill Lane bridge towards Bishops Lydeard (parallel with the A358).</p>	Cllr Tompsett Clerk
9.0	<p>TDBC Papers The Parish Clerk advised that TDBC Core Strategy 2011 - 2028 would be reviewed by the Planning Inspector between 7 - 9 February 2012.</p>	
10.0	<p>Planning</p>	
10.1	<p>Applications None received.</p>	
10.2	<p>Granted 53/11/0007 Erection of 1 Metre High Wooden Picket Fence and Two 1 Metre High Wooden Picket Style Gates to Front of 9 Burge Meadow, Cotford St Luke 53/11/0008 Erection of a Conservatory to the Side of 64 Burge Crescent, Cotford St Luke</p> <p>The above were received and noted.</p>	

11.0	<p>Community Centre and Transferring Lease from Bishops Lydeard Parish Council to Cotford St Luke Parish Council</p> <p>The Parish Clerk advised that she had received a letter from CSL Parish Council's solicitor and that he required a cheque for £600.00; in order for him to give the Undertaking to Bishops Lydeard Parish Council's solicitor that her bill would be paid in full.</p> <p>Resolved: Parish Clerk to raise a cheque for £600 and post to CSL Parish Council's solicitor.</p>	Clerk
12.0	<p>Local Business and Emergency Planning Promotion Day in Community Centre</p> <p>The Parish Clerk confirmed that the Promotion Day had been advertised in the December newsletter. Cllr Stone and Parish Clerk to advertise event further.</p> <p>All Parish Councillors to come up with a list of local businesses that they are aware of and forward to Cllr Stone.</p>	Cllr Stone & Clerk All Cllrs
13.0	<p>Queen's Diamond Jubilee Celebrations</p> <p>It was agreed to include the following in the next newsletter:</p> <ul style="list-style-type: none"> ➤ Two street parties already being organised ➤ Tea Party on 21 July 2012 - Mrs Stansbury ➤ Front garden competition 4th week of July 2012 - Cllr Stone; Thora Jones and Parish Clerk. To be judged by TDBC Parks Department ➤ Short plays and supper (to be confirmed for end May 2012) - Cllr Beaven and Cllr Stone ➤ Commemorate Structure on Playing Field - to be designed by villagers. Budget to be set. Cllr Stone to discuss with Alan Keitch who has offered to build the structure ➤ Tree planting - to be organised by Parish Council ➤ Photo Montage of events held during the year - to be displayed in Community Centre 	Cllr Stone & Clerk
14.0	<p>Financial</p>	
14.1	<p>Payments</p> <p>Resolved: The following payment was approved:</p> <ul style="list-style-type: none"> ➤ HMRC Income Tax £174.00 	Clerk
14.2	<p>Approve Expenditure for School and Community Sign</p> <p>The Parish Clerk advised that to manufacture and install the sign would cost £209.81. It was agreed that the location indicated by SCC Highways for the sign was not appropriate. Parish Council to ascertain a more suitable location before next meeting.</p>	All Cllrs
15.0	<p>Correspondence Received For Parish Council's Information</p> <ul style="list-style-type: none"> ➤ Avon and Somerset Police - 2012/2013 Budget Consultation Survey ➤ SCC - Hold the date (Local Choice Events) ➤ SCC Rights of Way Team - maintaining public footpaths in 2012 <p>All of the above were received and noted.</p>	
16.0	<p>Communication by Parish Council</p>	
16.1	<p>Newsletter</p> <p>It was agreed that the newsletter would now be issued bi-monthly (January, March, May, July, September, November with a Christmas edition in December).</p>	

<p>17.0</p>	<p>Invitation to Annual Parish Meeting (8 March 2012)</p> <p>It was agreed to invite the following to the meeting:</p> <ul style="list-style-type: none"> ➤ Chair of School Governors ➤ PCSO Sharon Cridlin ➤ Cllr Wilkins (SCC) ➤ Cllr Beaven (TDBC) 	<p>Cllr Stone</p>
<p>18.0</p>	<p>Matters for Next Meeting</p> <p>None received.</p>	
<p>19.0</p>	<p>Date of Next Meeting</p> <p>Thursday 9 February 2012, Thursday 8 March 2012 (Annual Parish Meeting + Parish Council Meeting), Thursday 12 April 2012, Thursday 10 May 2012 (Annual Parish Council Meeting + election of Chairman) Thursday 14 June 2012, Thursday 19 July 2012, No meeting in August 2012, Thursday 13 September 2012, Thursday 11 October 2012, Thursday 8 November 2012 and Thursday 13 December 2012</p> <p>The meeting closed at 9.50PM.</p>	

Signed: Date: