

COTFORD ST LUKE PARISH COUNCIL

Parish Clerk and Responsible Financial Officer: Ms Helen Young Tel: 07955187179/01823 433607

Councillors are hereby summoned to COTFORD ST LUKE PARISH COUNCIL MEETING Community Centre, Cotford St Luke on Thursday 13th June 2019 at 7.30 PM.

1. Introduction of Councillors to the public.
2. Approval and signature of previous minutes of Meeting 9th May 2019
3. Attendance and apologies received for the meeting if any.
4. Councillor's Declarations of Interest in any following Agenda item

5. Matters arising from May 2019 Meeting :
 - 4.1 Names for new roads - final agreement to keep names as has been done before. Names of Tone Vale staff. See attached
 - 4.2 Feedback from Larkfleet re-complaints. See attached
 - 4.3 Concrete base and damage by young villagers – culprits found. Apology letters received from them. Need to agree the sum to be paid by parents to Cotford St Luke Parish Council. See attached
 - 4.4 Finalisation of signs for MUGA and Tennis Courts to include No cycling.
 - 4.5 Feedback re-electric points for village. Cllr Coucher

6. Police Update: 1. April 2019 See attached
7. Items from the public -
 1. Request for Junior Football posts for our winning Junior league team
 2. Hedges overgrown no action from WST -Baileys Gate
 3. Parking near or on the roundabouts Graham Way near Co-op.

8. **Farmer Richard Payne to discuss his adjoining lands and his issues. How we can we work together?** See attached
9. **Pippa Hughes/Helen Phillips short presentation on how we will work with WST Council**

10. WST Councillor: Update by John Hassall Cllr Hassall not available, will attend our July meeting.
11. SCC Councillor: Update by Mike Rigby

12. Agree how the council want to communicate with each other and the village – agendas, documents with agendas, minutes, use of email, correspondence, website, working between meetings. H Young

13. Agreement of up to date legal documents
 - 11.1 Standing Orders - Councillors received these by email to review
 - 11.2 Financial Regulations – Councillors received these by email to review
 - 11.3 Code of conduct- Councillors to receive these by email to review Mon 10th June.

14. Discussion of Current Issues for Parish Council- Review in depth of the spreadsheet agree plan forward. Attached

15. Issues relating to Land Owner Responsibility - blocked streams, overgrown hedgerows, obscured signs and footpath maintenance. Cllr Davies

16. Plan following resignation of Cllr Newing Griffiths. Possible co-option of Councillors to fill vacancies.

17. Feedback Arts Project - Cllr Featherstone
18. Correspondence received : Parish Clerk
- 19 Planning:
20. Plastic bench offer from school Cllr Green

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21. Finance:

- 21.1 Annual Financial statement to be sent by email Mon 10th June 2019
- 21.2 Annual Internal Audit Report to be sent by email Mon 10th June 2019 .
- 21.2 AGAR Agreement of Annual Governance and Accountability Return to be sent by email Mon 10th June
- 21.2 Publication of Public Rights 17th June – Friday 26th July 2019.
- 21.3 Payments: Somerset Association of Local Councils Annual fee £499.33
 - Somerset Web services - Annual Domain Cotford-St-Luke.org £18.00
 - Samson Landscaping – concrete base for youth gazebo £1988 No VAT
- 21.4 Refund of £20.00 from OMG Trading Ltd – Football posts top field.

22. Annual Parish (Electors Meeting) This has been called by the Chairman and will be on 20th June 2019

18.30 – 20.30 This will include a presentation of the previous years Parish Council Report by the Chairman.

22. Award

23. Date of Next Meeting: 11th July 2019

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND THE MEETING

Members are reminded that the Parish Council has a duty to consider the following matters in the exercise of any of its functions; Equal Opportunities (race, gender, age, sexual orientation, marital status and any disability), Crime and Order, Health & Safety and Human Rights. It is expected that Council Members will read the **Agenda and any literature** attached **prior** to the meeting. **Please bring this with you to the meeting.**

Please send items for the next meeting to Ms Helen Young, Parish Clerk before the **5th July 2019**