KINGSTON ST MARY PARISH COUNCIL ANNUAL MEETING
Notice of the Annual Meeting of the Parish Council – 18th June 2024 at 19.00

ALL COUNCIL MEETINGS ARE OPEN TO MEMBERS OF THE PUBLIC AND THE PRESS
(Public Bodies (Admission to Meetings) Act 1960)

You are summoned to the Annual Meeting of the Parish Council, Tuesday, 18th June 2024 at 7.00pm in the Playing Field Pavilion in Kingston St Mary.

PUBLIC FORUM

(a) Matters for report only

(b) Questions and Representations from Residents

This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting, other than on Planning Applications, or by special invitation of the Chairman) to participate before the meeting by asking questions, raising concerns or making representations, regarding Kingston St Mary Parish. No decision can be taken on issues raised unless the matter is already an item on the agenda. As this is not part of the formal meeting minutes will not be produced. This meeting may be recorded. If you do not wish to be recorded, please say so before making any statements or asking questions.

(c) County Councillor's Report

County Councillors may give short verbal reports on matters affecting the Parish as this is also not part of the meeting, minutes will not be produced.

AGENDA

Members are reminded that the Parish Council has a general duty to consider the following matters in the exercise of any of its functions; Equal Opportunities, Crime and Disorder, Health & Safety, Bullying & Harassment and Human Rights

1. **Attendance and Apologies**
2. **Guidelines and Restrictions During the Pre-Election Period**
3. **Councillors' Declaration of Interests**
4. **Approval of Minutes of the Ordinary Meeting held on 14th May 2024**
5. **Planning**

Applications:

Case Ref: 20/24/0017/T - Notification to fell two larch trees within Kingston St. Mary Conservation Area at Badgers Hay, Lodes Lane, Kingston St. Mary

Case Ref: 20/24/0019 - Erection of cattery building at Park Lane Nurseries, Park Lane, Kingston St Mary

Case Ref: 20/24/0020 - Change of use of annexe into 1 No. separate dwelling at Woodcock Lodge, Mill Meadow, Parsonage Lane, Kingston St Mary

Case Ref: 20/24/0021/T - Notification to fell one cypress tree within Kingston St. Mary Conservation Area at the Manor House, Lodes Lane, Kingston St. Mary

Case Ref: 20/24/0022/LEW - Application for a Lawful Development Certificate for the existing residential occupation of Smokey Lodge as 1 No. dwelling at Smokey Barton Farm, Dodhill Lane, Staplegrove

Conditional Approvals:

Case Ref: 20/23/0021 - Change of use and conversion of workshop into 1 No. holiday let and yoga studio with alterations to access at Pickney Farm, Pickney Lane, Kingston St Mary (resubmission of 20/22/0012)

Case Ref: 20/24/0015/T - Notification to carry out management works to a group of hazel, elm and elder (overgrown hedgerow) within Kingston St. Mary Conservation Area on the boundary of Winpenny Orchard, Winpenny Lane, Kingston St. Mary

Case Ref: 20/24/0016 - Demotion of garage, extension and erection of a single storey extension to the side and rear of Orchards Bungalow, Yarford Road, Kingston St Mary

Case Ref: 20/24/0018 - Erection of a first floor extension to the rear, a single storey extension to the side and re-cladding of external walls at Tetton Farm Cottage, Tarr Lane, Kingston St Mary (retention of part works already undertaken)

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Refusals:
Case Ref: 20/24/0010/LEW - Application for a Lawful Development Certificate for the existing residential occupation of Smokey Lodge as 1 No. dwelling at Smokey Farm, Dodhill Road, Staplegrove

6. **July Planning Committee Meeting** – support Mill Meadow Planning Applications 20/24/0007, 20/24/0008, 20/24/0009, 20/24/0012, 20/24/0013
7. **Mill Meadow Section 106 Agreement** – support agreement
8. **Matters Outstanding from Previous Minutes**
   i. Internet Banking
   ii. Parish Noticeboards
   iii. Parish Lengthsman
   iv. Mill Cross Road Markings
   v. Improvements to Playing Field Access
   vi. Speed Indicator Device Repair and Upgrade
   vii. Car Parking Complaints
9. **To Review and Note the Internal Audit Report**
10. **Annual Governance and Accountability Return 2023/24 – (AGAR)**
    a) To review and approve Section 1 – Annual Governance Statement 2023/24
    b) To review and approve Section 2 – Accounting Statement 2023/24
11. **Country Lanes Road Markings** - reporting
12. **The Somerset Wood** – donation request
13. **The Chair's Awards for Service to the Community 2024** - nominations
14. **Kingston St Mary Playing Field Accounts** - approval
15. **Kingston St Mary Playing Field Improvements** - financing
16. **Asset and Service Devolution** – update
17. **Local Community Network** - update
18. **Climate Emergency** - update
19. **Neighbourhood Plan** - update
20. **Kingston Community Partnership** - update
21. **Financial Matters**
    To note the monthly bank reconciliation and authorise the following payments:
    £789.09 - Zurich Insurance Company Ltd, Annual insurance premium
    £324.00 - Character Graphics, Summer Fete
    £130.00 - David Stripp, Angel Art Summer Fete
    £912.00 - Elan City – Repair/Upgrade Speed Indicator Device
    £234.94 - Elan City – Carriage/Inspection Speed Indicator Device
    £226.46 - Bin Shop Kingfisher Direct Ltd – Safety Barriers
    £4,053.00 – D Greenslade Landscape Gardener, 50% balance for construction of wooden shelter on KSM Playing Field
22. **Items for Next Agenda**
23. **Items for Link Up and KSM Website**

Date of Next Meeting: 23rd July 2024

Mrs Katie Gibbins, Parish Clerk
15th June 2024

Clerk: Katie Gibbins, Telephone: 01823 451505 email: clerk@ksmpc.org.uk