KINGSTON ST MARY PARISH COUNCIL
Notice of the Annual Parish Council Meeting – 13th May 2025 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, 13th May 2025 at 7.00pm in the Playing Field Pavilion, 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) Somerset Councillor's Report

Somerset 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. To elect a Chairman and sign a Declaration of Acceptance of Office form
2. Attendance and Apologies
3. Councillors' Declaration of Interests
4. Approval of Minutes of the Ordinary Meeting held on 15th April 2025
5. To appointment members responsible for
5.1 Planning
5.2 KSM Playing Field Management Committee Representative
5.3 Finance Member/Auditor
6. To appoint members responsible for outside bodies
6.1 Quantock Hills Joint Advisory Committee
6.2 NALC/SALC
7. Members of the public with responsibilities – To ascertain whether the current members of the public agree to hold responsibilities for
7.1 Footpaths and Rights of Way
7.2 Tree Warden
7.3 Natural Environment
7.4 Internal Auditor
8. Local Government Association Model Councillor Code of Conduct – to review and adopt
9. Standing Orders and Procedures – to review and adopt
9.1 Standing Orders
9.2 Financial Regulations
9.3 Internal Audit Procedure
9.4 Financial Risk Assessment
9.5 Model Publication Scheme
9.6 Financial Reserves Policy
9.7 Equality, Diversity and Inclusion Policy
9.8 Safeguarding Policy
9.9 Biodiversity Policy

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

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10. Planning

Applications:

Case Ref: 20/25/0014 - Change of use of holiday let into 1 No. residential dwelling at Cuckoo Lodge, 7 Mill Meadow, Kingston St Mary

Case Ref: 20/25/0015 - Change of use of holiday let into 1 No. residential dwelling at Heron Lodge, 9 Mill Meadow, Kingston St Mary

Conditional Approvals:

Case Ref: 20/25/0009 - Replacement of conservatory with the erection of a single storey extension to the rear and external porch canopy to the front of The Weavers, Church Lane, Kingston St Mary

11. Matters Outstanding from Previous Minutes

i. Internet Banking
ii. Enhanced Highways Maintenance
iii. Finger Posts
iv. Condition of Kingston Stream
v. Playing Field Committee
vi. Asset of Community Value – The Swan, Kingston St Mary
vii. Annual Parish Meeting – update
viii. Kingston Road – temporary closure
ix. Noticeboard – update

12. Playing Field Shelter – update

13. Nerrols 3 Planning Application Case Ref: 38/19/0129

14. Citizens Advice Somerset – Annual update and donation appeal

15. Taunton International School - The Grange update

16. Rural England Prosperity Fund

17. ROSAG – Staplegrove West development

18. Quarterly Accounts Review

19. Local Community Network - update

20. Climate Emergency – update and Emergency Plan

21. Neighbourhood Plan – review of KSM NP Policies

22. Kingston St Mary Community Land Trust - update

23. Kingston Community Partnership - update

24. Financial Matters

To note the monthly bank reconciliation and authorise the following payments:

£660.00 – Les Marsh Carpets – laying of flooring in playing field pavilion
£374.40 – Payroll Specialists – payroll provision for 2025/26
£120.60 – Paul Prettejohn – additional mower repair

To note the following receipts:

£43,550.00 – 2025/26 Precept
£3,713.89 – CIL payment in respect of planning application 20/24/0027 – Grove Farm, Pickney Lane, Kingston St Mary, Taunton, TA2 8AS

25. Items for Next Agenda

26. Items for Link Up and KSM Website

Date of Next Meeting: 10th June 2025

Mrs Katie Gibbins, Parish Clerk
8th May 2025

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