Notice of the Annual Parish Council Meeting – 12th May 2026 at 19.00

You are summoned to the Annual Meeting of the Parish Council in the Playing Field Pavilion, Kingston St Mary

All council meetings are open to members of the public and the press.
(Public Bodies (Admission to Meetings) Act 1960)

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 Parish Council Meeting held on 16th April 2026**
5. **To appointment members responsible for**
   a. Planning
   b. KSM Playing Field Management Committee Representative
   c. Finance Member/Auditor
6. **To appoint members responsible for outside bodies**
   a. Quantock Hills Joint Advisory Committee
   b. NALC/SALC
7. **Members of the public with responsibilities – To ascertain whether the current members of the public agree to hold responsibilities for**
   a. Footpaths and Rights of Way
   b. Tree Warden
   c. Natural Environment
   d. Internal Auditor
8. **Local Government Association Model Councillor Code of Conduct – to review and adopt**
9. **Standing Orders and Procedures – to review and adopt**

a. Standing Orders
b. Financial Regulations
c. Internal Audit Procedure

10. Planning

Applications

Case Ref: 20/26/0015/T - Notification to fell one eucalyptus tree and two cypress trees within Kingston St. Mary Conservation Area at St. Mary's House, Winpenny Lane, Kingston St. Mary

Case Ref: 20/26/0013 - Erection of a single storey extension to the rear and porch to the side of 2 Edgeborough Cottages, Staplegrove

Case Ref: 20/25/0040 - Conversion of garage and loft space into ancillary accommodation with insertion of roof lights, replacement of windows and doors, erection of extension to storage shed and erection of carport at St Marys House, Winpenny Lane, Kingston St Mary

Approvals

Case Ref: 20/26/0004 - Erection of single storey extensions to the side and rear of Millcot, Kingston St Mary

Case Ref: 20/26/0009/LEW - Application for a Lawful Development Certificate for the existing use of dwelling without the compliance of Condition No. 03 of application 44916/1 dated 12 May 1964 (agricultural occupancy condition) at Middlemarsh, Cheddon Fitzpaine Road, Kingston St Mary

Case Ref: 20/26/0010 - Replacement of detached garage at Bobbetts Cottage, Kingston Road, Kingston St Mary

Case Ref: 20/26/0014/LB - Replacement of detached garage at Bobbetts Cottage, Kingston Road, Kingston St Mary (A decision of conditional approval was made on 27 April 2026)

Withdrawn

Case Ref: 20/26/0001/T - Notification to fell one cypress tree and one eucalyptus and to carry out management works to a group of 7 trees (along the front boundary, crown-lift to 2.4 metres above ground level, crown-clean and thin by up to 10%) within Kingston St. Mary Conservation Area at Winpenny House, Winpenny Lane, Kingston St. Mary

Case Ref: 20/26/0011 - Demolition of conservatory and erection of a single storey flat roof extension with roof terrace to the side of Dalsyn, Park Lane, Kingston St Mary

Other Planning Matters

Somerset Local Plan 2045

Staplegrove East Development

11. Matters Outstanding from Previous Minutes

a. Internet Banking
b. Annual Parish Meeting
c. Somerset Community Foundation: Stronger Communities Fund
d. The Spinney
e. Noticeboard
f. The British Hedgehog Preservation Society
g. Enhanced Highways Maintenance Scheme

12. Village Green Maintenance

13. Connectivity Plan Consultation

14. Closure of Permissive Path from Lodes Lane to Church

15. Climate Emergency

16. Playing Field Committee

17. Local Community Network

18. Kingston St Mary Community Land Trust

19. Kingston Community Partnership

20. Financial Matters

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

Payments

£830.64 – Zurich Insurance, renewal of annual insurance premium
£12,000.11 (£10,000.09 + VAT) – Absolute Play Ltd, 50% deposit for climbing multi-unit and surfacing
£374.40 – Payroll Specialist Ltd, payroll processing costs for 2026/27
£100.00 – KAPACC, donation towards family fun cycle ride on 21 June 2026
£68.60 – HMRC, Clerk's PAYE & NI

21. Items for Next Agenda

22. Items for Link Up and KSM Website

Date of Next Meeting: 9th June 2026

Mrs Katie Gibbins, Parish Clerk
07500 889426 - clerk@ksmpc.org.uk
7 May 2026