KINGSTON ST MARY PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING

HELD AT THE VILLAGE HALL ON MONDAY 8th APRIL 2019

Item Nr	Item	Action By
1.0	**Election of Chairman** As agreed at the Annual Parish Council Meeting held in May 2018, the Chairman position will rotate in alphabetical surname order, at each meeting and whoever is elected will remain as Chair until the next meeting. It was agreed Cllr Farnham would be Chairman for the April 2019 meeting and she duly signed the Declaration of Office which was witnessed by the Parish Clerk.	
2.0	**Attendance and Apologies** In attendance: Cllr S Farnham (Chairman) Cllr J Clarke Cllr J Marsh Cllr R Stokes Cllr A Wilcox Cllr R Williams (SCC Councillor) Mrs K Gibbins (Parish Clerk) Apologies received from: Cllr M Anderson Cllr N Bradshaw Cllr N Townsend (PC and TDBC Councillor) Cllr K Taylor	
3.0	**Councillors' Declarations of Interest in Any Agenda Item** None.	
4.0	**Approval of Minutes of the Ordinary Meeting held on 11th March 2019** **Resolved:** The minutes were approved and signed as a true record.	
5.0	**Planning** **a) Applications:** Case Ref: 20/19/002 – Creation of field access for agricultural purposes onto Yarford Road on land at Fulford, Kingston St Mary **Resolved:** The Parish Council has no further comments to make on the above proposal. Case Ref: 20/19/0005/T – Notification to fell one Laurel and to coppice one hazel tree within Kingston St Mary Conservation Area at The Rectory, Kingston St Mary **Resolved:** The Parish Council has no further comments to make on the above proposal. Case Ref: 20/19/0006 – Erection of No. 1 detached dwelling with double garage and formation of vehicular access on land adjacent to Cala, Kingston Road, Kingston St Mary **Resolved:** The Parish Council has no objection to the above proposal however would like to make the following comments. Existing mature trees, which are not shown on the proposed plan, are to be retained in all respects, and that removal of hedges to create the proposed driveway entrance should have as minimal an impact on the hedge as possible, in order to retain the existing character of the area and wildlife amenity. Case Ref: 20/19/0007/T – Application to carry out management works to one oak tree included in Taunton Deane Borough (Kingston St Mary No.1) Tree Preservation Order 1982 at Tarr Farm, Kingston St Mary (TD258) **Resolved**: The Parish Council supports the granting of permission of the above application.	

6.0	**Actions from the Previous Meeting** ❖ Taunton Area Cycling Campaign – Cllr Bradshaw to review. The Chairman asked the Clerk to liaise with Cllr Bradshaw regarding progress with this item. ❖ NALC – Clean Air Strategy – Cllr Bradshaw to respond. The Chairman asked the Clerk to liaise with Cllr Bradshaw regarding progress with this item. ❖ Longmead, Nailsbourne – Currently waiting for the Planning Enforcement Officer to go out and report back. Clerk to chase. Ongoing	Clerk Clerk Clerk
7.0	**Financial Matters** **Payments:** ❖ £275.00 KSM Village Hall – Annual invoice for monthly meeting room, April 2019 – March 2020 ❖ £40.00 Information Commissioner – Data protection renewal fee ❖ £374.40 Payroll Specialists – Payroll Services for the year to 5th April 2020 ❖ £30.00 SALC – Clerks Training **Resolved:** The Parish Council agreed to make the above payments. **Receipts:** None. **Bank reconciliation:** The Council was given a Bank reconciliation as at 31 March 2019. **End of Year Financial Review:** The Council reviewed the Budget vs. Spend as at 31 March 2019. It was noted the burial ground annual grant had not been made. The Council agreed to put this on the agenda for the next meeting.	
8.0	**Tetton Farm Oak Tree** ❖ The Clerk advised the Council that a tentative date of 28th May had been set for maintenance works on the tree. ❖ The Chairman asked the Clerk to liaise with Cllr Anderson and obtain an update on correspondence with the Tetton Estate.	 Clerk
9.0	**Salt Bins** The Clerk agreed to chase SCC Highways regarding replenishing the salt bin at Church Road, KSM.	Clerk
10.0	**Internal Audit** The Clerk advised the Parish Council that an Auditor needed to be appointed to undertake the Internal Audit prior to the External Audit. The Council instructed the Clerk to investigate and report back at the next meeting with recommendations.	Clerk
11.0	**Parish Council Ordinary Meeting of 15th July 2019** The Clerk advised she would not be available on the 15th July to minute the Council's Meeting. The Chairman proposed the date of the July meeting be changed to 22nd July. This was agreed by the Councillors present at the meeting. **Resolved:** The date of the July meeting will be 22nd July.	
12.0	**Items for the Next Agenda** ❖ Burial Ground Annual Grant ❖ Appointment of Internal Auditor **Items for LinkUp and KSM Website -** Cllr Farnham to submit.	
13.0	Cllr Stokes thanked Cllr Clarke for his service to the Parish Council, well over 30 years, where he held the position of Vice Chair for many of them. Cllr Farnham thanked Cllrs Marsh and Stokes for their services to the Parish Council. **Date of Next Meeting:** Monday 20th May. Cllr Farnham to chair the meeting.	
14.0	The meeting closed at 20.35.	