Item Nr	Item	Action By
1.0	**Attendance and apologies for absence** In attendance: Cllr S Farnham (Chairman) Cllr N Townsend Cllr A Wilcox Mrs K Gibbins (Parish Clerk) Cllr D Darch (SWAT Councillor) Five members of the public attended the meeting. Apologies: Cllr P Townsend	
2.0	**Councillors' Declarations of Interest** None	
3.0	**Approval of Minutes of Ordinary Meeting held on 20th May 2019** **Resolved:** The minutes were approved and signed as a true record.	
4.0	**To review and adopt Co-option Policy for an Ordinary Vacancy and propose amendment to Standing Orders** The Councillors reviewed the proposed policy and agreed to amend the policy as per Cllr P Townsend's comments. Cllr Wilcox proposed to adopt the policy with amendments and Cllr N Townsend seconded it. **Resolved:** The amended Co-option Policy for an Ordinary Vacancy was adopted. Cllr Wilcox then proposed to amend the Council's Standing Orders to include the adopted Co-option Policy for an Ordinary Vacancy and Cllr N Townsend seconded the proposal. **Resolved:** The amended Standing Orders were adopted.	
5.0	**Planning** **a) Applications:** **Case Ref: 20/19/0003** – Removal of wall and gate at front of Mallows, Kingston Road, Kingston St Mary **Resolved**: The Council had no objections to the above referenced planning application but agreed to make the following comments. Kingston St Mary already has limited pavement provision along the Kingston Road and any impediment to pedestrian safety is clearly undesirable. The Council would like to recommend that approval is granted on condition that vehicles parked at the Mallows do not encroach on the pedestrian pavement.	
6.0	**Actions from the Previous Meeting** ❖ Footpaths and Rights of Way Responsible Member of the Public – Mr Peter Crea agreed to carry on in this role. Item closed. ❖ Natural Environment Responsible Member of the Public – Mrs Jean Alger-Green agreed to carry on in this role and asked that she be kept updated on any work carried out. Item closed. ❖ Taunton Area Cycling Campaign – Cllr Farnham sent e-mail of support. Item closed. ❖ Longmead, Nailsbourne – The Planning Enforcement Officer confirmed he had visited the site and satisfied himself that there is no current breach of planning control in relation to the landscaping of the stable building. Item closed. ❖ Tetton Farm Oak Tree – The Clerk confirmed the crown retrenchment work on the tree had been carried out. The Chair asked the Clerk to contact the Tetton Estate to advise the work had now been completed.	Clerk

	❖ Salt bins – Item to stay open until the autumn when Clerk will contact SCC Highways to request bins be replenished.	Clerk
7.0	**Financial Matters** **Payments:** ❖ SALC £241.66 – affiliation fees for 2019 ❖ Arboricare £680.00 + VAT = £816.00 - crown retrenchment work on oak tree at Tetton Estate, Tarr Lane ❖ Jill Larcombe £100.00 – internal audit fee **Resolved:** The Parish Council agreed to make the above payments and noted the May bank reconciliation.	
8.0	**To receive and note the Annual Internal Audit Report** The Clerk reviewed the report with the Cllrs and it was agreed that the Clerk would progress the following items which need further consideration: ❖ Staffing ❖ Other policies and procedures **Resolved**: The Annual Internal Audit Report was received and noted.	Clerk
9.0	**To review and approve Annual Governance Statement 2018/19 (Section 1)** Cllr N Townsend proposed that the Council certify itself exempt from a limited assurance review and approve the Annual Governance Statement. Cllr Farnham seconded the proposal. **Resolved**: The Council agreed to file a Certificate of Exemption and approved and signed the Annual Governance Statement 2018/19 (Section 1).	
10.0	**To review and approve Accounting Statement 2018/19 (Section 2)** **Resolved:** The Council reviewed and approved the Accounting Statement 2018/19 (Section 2).	
11.0	**To consider purchase of a Speed Indicator Device (SID)** The PC reviewed the documentation provided comparing the SIDs and discussed the pros and cons of each option. Cllr N Townsend proposed the PC support an application to purchase the Elan Cite device. Cllr Wilcox seconded the proposal. Cllr Farnham thanked the members of the CSW for their hard work with this project. **Resolved** – It was agreed the Council would progress with the purchase of a SID.	Clerk/CSW
12.0	**To consider IT Security** The Clerk updated the Council on her meeting with the KSTM website manager and recommended a possible solution regarding improvements to the IT management and security of the Council. The Clerk agreed to present the Council with a proposal including costs at the July meeting. **Resolved**: The Council agreed to consider a proposal at the July meeting.	Clerk
13.0	**To discuss Councillor's Training** The Council agreed to carry this item forward to the next meeting as Cllr P Townsend was not at the meeting. The Chair asked the Clerk to contact SALC to see if Chairman training would be held at a venue closer to Taunton over the next weeks.	Clerk
14.0	**To discuss Natural Environment** Cllr Farnham said she was meeting the contractor tomorrow to discuss weed spraying. She also updated the PC on the heavy rain storm on Sunday afternoon which resulted in muddy water rushing down Lodes Lane. She received numerous calls from concerned parishioners. The water flow left mud deposits outside properties	

	at the Conies and on the Kingston Road by The Swan Pub which were potential hazards. It was reported that water ingress occurred at a property on Lodes Lane. Cllr Farnham contacted SCC Highways to make them aware of the situation and pass on local concerns, requesting they consider potential causes of the flooding. It was reported by a member of the public that the Environment Agency had visited the village after the flooding. Cllr Farnham to follow up with SCC.	
14.1	**Village Green Seat repairs** Cllr Wilcox advised the Council that a section of the seat required repair. He agreed to approach the Village Hall 'odd jobs man' to ask for a quote for the work.	Cllr Farnham Cllr Wilcox
15.0	**Items for Next Agenda** ❖ Possible appointment of Member of the public with responsibilities for IT guidance and support. ❖ Councillor Training ❖ Possible use of Council reserves.	
16.0	**Items for LinkUp and KSM Website** ❖ Speed Indicator Device ❖ Woodland Trust tree planting scheme ❖ Pruning of veteran oak on Tarr lane ❖ Ideas for projects which will benefit the community	
	Date of Next Meeting - 22nd July 2019 The meeting closed at 21:55.	

Signed:		Date:	