KINGSTON ST MARY PARISH COUNCIL

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING

HELD AT THE VILLAGE HALL ON MONDAY, 11th NOVEMBER 2019

Item No	Item	Action By
1.0	**Election of Chairman and Declaration of Acceptance of Office** Cllr Farnham resigned as Chairperson and Cllr P Townsend was elected into office for the next 6 months period. Cllr P Townsend accepted the office and signed the declaration.	
2.0	**Attendance and apologies for absence** In attendance: Cllr P Townsend (Chairman) Cllr S Farnham Cllr S Hancock Cllr N Townsend Cllr A Wilcox Mrs K Gibbins (Parish Clerk) Cllr R Williams (SCC Councillor) Cllr E Firmin (SWT Councillor) Two members of the public attended the meeting. Apologies: Cllr D Darch (SWT Councillor)	
3.0	**Councillors' Declarations of Interest** None	
4.0	**Approval of Minutes of Ordinary Meeting held on 14th October 2019** **Resolved:** The minutes were approved and signed as a true record.	
5.0	**Planning** **a) Decisions** **Case Ref: 20/19/0012** – Erection of 1 No. detached dwelling with associated works in the garden to the side of Orchard Hill, Kingston Road, Kingston St Mary. Refused.	
6.0	**Kingston St Mary Relief in Need Charity: Election of Trustees** Cllr N Townsend proposed the election of new trustees Hilary Preston and Nicholas Warner to Kingston St Mary Relief in Need Charity. Cllr P Townsend seconded the appointment. **Resolved:** The Council agreed unanimously to appoint Hilary Preston and Nicholas Warner as new trustees with effect from 1 December 2018. The Clerk agreed to write to the charity confirming the appointments.	Clerk
7.0	**Actions from the Previous Meeting** a) **Playing Field** – Cllr P Townsend advised the Council that no new update was available. The Playing Field Committee Chairman is due to stand down next month and a replacement has not been found. Cllr P Townsend has agreed to take over the role of Treasurer. The committee has not been very active recently and it is hoped new members might come forward. Cllr P Townsend agreed to provide an update next month. b) **Natural environment** – The Council reviewed the pictorial document provided by a member of the public and in particular areas of the village which are troublesome in terms of hedgerow and verge growth, footpath maintenance and weed control. It was agreed Cllr A Wilcox would arrange a meeting with SCC Cllr R Williams, the Clerk and the member of the public to look at the roadside verge along the Spinney and the Grange to determine if SCC is responsible for its maintenance. The member of the public said she was happy to continue to review the plan regularly. Cllr N Townsend thanked her for her continued efforts and asked her to please keep communication open with both SCC and SWAT.	C/F - Cllr P Townsend C/F - Cllr A Wilcox, Cllr R Williams, Clerk

	c) **Highways –** Cllr S Farnham advised the Council there had been no further news from SCC regarding the blocked drains. Cllr P Townsend advised a road closure was due to become effective on Whitmore Lane from 9th December. Cllr Wilcox mentioned a reflector post missing from opposite the Swan which the Clerk agreed to tell SCC about. d) **The Swan at Kingston –** The Clerk confirmed the ACV nomination had been received and was with the Asset Management Team at SWAT. In order to progress the application, proof of the Council's Constitution or equivalent was required together with a copy of the minutes. The Clerk agreed to contact SALC to seek advice on what documentation should be submitted to SWAT. e) **Council Reserves** - i. Clearing of roadside verge on Kingston Road by the Grange and the Spinney ii. Furniture for the Playing Field Pavilion iii. Creation of a wildlife pond for Gardening Club at Kingston St Mary Primary School run by PTFA f) **Housing Needs Survey** – The Council held a short meeting with SWAT Development Enabler Specialist prior to the full Council meeting and discussed the process involved with a housing needs survey. The Council agreed to discuss the survey further at their meeting in December. g) **Speed Indicator Device** – The Clerk advised she had received feedback from a member of KCP regarding the MofU. The Clerk agreed to write to SCC with the questions raised but stated that the PC should sign the agreement in order to comply with SCC regulations on the operation of the SID.	C/F – Cllr S Farnham, Cllr R Williams, Clerk C/F - Clerk C/F C/F Closed All Cllrs C/F - Clerk
8.0	**Financial Matters** **Payments** ❖ £110.52 – KCP, donation towards Good Neighbours Group Liability Insurance ❖ £240.00 – KSM Primary School PTFA, donation towards creation of wildlife pond ❖ £75.00 – SALC, budget training for Clerk ❖ £1818.00 - KSM Village Hall, contribution towards improved sound system **Resolved:** The Parish Council agreed to make the above payments and confirmed the payment to the KSM Primary School PTFA would be a Section 137 payment. Cllr P Townsend presented his draft budget for discussion. Several amendments were considered. The Council agreed to review the budget at the December meeting for approval.	C/F – Cllr P Townsend
9.0	**Items for Next Agenda** Any items for the agenda should be passed to the Clerk prior to the next meeting.	
11.0	**Items for Link Up and KSM Website** ❖ Road Closure ❖ Chairman for Playing Field Committee The Chair agreed to submit a brief report to include the above items. **Date of Next Meeting - 9th December 2019** The meeting closed at 21.45	

Signed:		**Date:**	