Item No	Item	Action By
1.0	**Attendance** In attendance: Cllr P Townsend (Chairman) Cllr S Farnham Cllr S Hancock Cllr D Stripp Cllr D Taylor Cllr A Wilcox Mrs K Gibbins (Parish Clerk) Cllr R Williams (SCC) Cllr D Darch (SWT) 3 Members of the public attended the meeting Apologies: Cllr N Townsend	
2.0	**Councillors' Declarations of Interest** None	
3.0	**Approval of Minutes of Ordinary Meeting held on 11th May 2020** **Resolved:** The minutes were approved and will be signed as a true record at a future date.	
4.0	**Planning** **a) Applications:** **Case Ref: 20/20/0012** - Construction of gable dormer on the front elevation of 6 Quantock Rise, Kingston St Mary **Case Ref: 20/20/0015** - Erection of a single storey extension to the rear of 6 Meadow Close, Kingston St Mary **Case Ref: 20/20/0016** - Subdivision of dwelling to allow Millfield Annexe to be used as a separate unit of accommodation at Millfield House, Kingston Road, Kingston St Mary **Case Ref: 20/20/0018** - Erection of 1 No. detached dwelling with garage and associated vehicle parking in the garden to the side of Cala, Kingston Road, Kingston St Mary The Council considered the above planning applications and had no comments to make about any of them **Case Ref: 20/20/0017** - Change of use of agricultural building to part equestrian and part storage with re-siting and change of material to approved agricultural building and erection of agricultural building for storage with change of use of land from agricultural to mixed use at Lower Portman Farm, Fitzroy Road, Norton Fitzwarren (resubmission of 20/20/0005) (retention of part works already undertaken). The Council considered the above referenced planning application and is deeply concerned that two substantial red brick equestrian stable blocks of contemporary design had been constructed at Lower Portman Farm without planning permission and that it is now necessary for the applicant to submit planning application 20/20/0017 to regularise this unauthorised development. The applicant's design and access statement advises that the change of materials used to construct the stables was made for animal hygiene and welfare reasons and that re-siting the buildings was undertaken to assist their change of use from agricultural to equestrian facilities. In addition, heavy duty electric cabling has been laid for lighting, spaced regularly along the lengthy driveway leading to the Lower Portman Farm development. Lighting of this nature is unwelcomed in the	

	countryside, detrimental to the landscape and harmful to the environment and is therefore considered unwarranted. The change of use from agricultural to equestrian buildings has resulted in the materials used to construct the stables being out of keeping with those expected in such a rural location. Consequently, to mitigate the impact of these buildings on the landscape additional screening by planting tress is required to the north and east of the site. The applicant is reminded that unauthorised developments are a breach of planning control against which enforcement action may be taken by the local planning authorities. The Parish Council requests that should approval be granted for planning application 20/20/0017 it be conditional upon there being no lighting on the driveway to the Lower Portman Farm house (refer planning application 20/15/0030), stables and barn and that trees be planted to the north and east of the site to screen the stables and barn from the wider countryside. **Case Ref: 20/20/0019** - Erection of a two-storey extension to the side of Parks Cottage, Fulford, Kingston St Mary. The Council considered the above referenced planning application and has no objection to the application but considers it would be a missed opportunity if solar panels were not installed on the south facing roof slope of the proposed two-storey extension at Parks Cottage, to provide renewable energy. Consequently, for environmental and sustainability reasons the Parish Council requests that should approval be granted for planning application 20/20/0019 it be conditional upon solar panels being installed on the south facing roof slope of the proposed two-storey extension.	
5.0	**Grants & Donations Policy –** The Councillors congratulated the Chairman on an extremely well researched and comprehensive document. Discussion revolved around clauses in the policy which could potentially exclude smaller organisations from being successfully with grant and/or donation submissions or were at a risk of being too prescriptive. It was decided the Council did not want the policy to be restrictive and therefore certain clauses would need to be reworded. The Chair confirmed that the reserves held by the Council were healthy and that in the recent audit report it was noted the generally acceptable level of reserve was between three and twelve months of the precept and the smaller the council the nearer twelve months this should be. After considerable discussion around the proposed Grants & Donations Policy, the Council agreed the Chair should make changes to the document for consideration at the next meeting with a view to adopting the policy.	Cllr P Townsend
6.0	**SALC/Taunton and Bridgwater Area Cycling Campaigns' Walking & Cycling Manifesto –** The Council invited a representative from KAPACC to comment on the draft walking and cycling manifesto. She felt it raised some very valuable points and that working together was welcome. The Chairman had reservations about some of the items in the manifesto and expressed concern about supporting a consensus manifesto at this stage as the Council did not know exactly what the final document would have in it. The Council discussed and debated the issues and agreed it was important to strike a balance between all road users. It was felt there was a real need to improve cycling and walking links in and around the village and make the roads safer for pedestrians and cyclists. Cllr Taylor felt there was a fundamental problem in KSM as all road users were trying to share a narrow road, safely. He felt the best way to safely share the road was to slow the traffic down. The Community Plan had identified a major concern to the villagers was road safety. The Council felt it was important that it take this opportunity to endorse measures for road safety and the Chairman agreed to draft up a response to the manifesto for the Councillors to review and approve and include the need for lower speed limits in the village. Cllr Taylor asked SC Cllr Rod Williams if writing to SCC to request lower speed limits through the parish would be beneficial. Cllr Williams said it could not harm and	Cllr P Townsend /Cllr D Taylor

	identified specific individuals to direct the letter to. Cllr Taylor agreed to draft a letter to SCC regarding the introduction of lower speed limits in and around the village for the Council to review and refine, as necessary.	
7.0	**Active Travel Route and Lower Speed Limits** – The Council discussed this together with Agenda item 6.0. Please refer to Agenda item 6.0.	
8.0	**Financial Matters** ❖ £619.09 – Came & Company, Insurance renewal for 2020/21 **Resolved**: The Council agreed to make the above payment.	
9.0	**Items for Next Agenda –** Please pass to the Clerk.	
10.0	**Items for LinkUp and KSM Website -** Chair to do a write up for Link Up	
11.0	**Actions from March 2020 Meeting – Not discussed but to be carried forward to a future meeting** a) **Highways –** The Council discussed SCC's plan for the new advisory 20mph speed limits hoped to be in place by 2022 outside all schools in Somerset. **b) Playing Field –** The Clerk updated the Council on the ongoing efforts to get quotes for new equipment for the playing field which hopefully will be funded by available S106 funding. She advised she and Cllr P Townsend were completing the application and were hoping for assistance from the Chair of the Playing Field Committee. c) **Natural environment –** The Clerk advised that a meeting had been scheduled for 23 March with SWT. d) **Council Reserves** - i. Clearing of roadside verge on Kingston Road by the Grange and the Spinney ii. Furniture for the Playing Field Pavilion e) **Housing Needs Survey** – The Council agreed the existing wording for the covering letter and survey were fine.	C/F
	Date of Next Meeting – 13th July 2020 The meeting closed at 21.58	
Signed:		**Date:**