KINGSTON ST MARY PARISH COUNCIL
MINUTES OF THE ORDINARY PARISH COUNCIL MEETING
HELD VIRTUALLY ON 9th NOVEMBER 2020

Item No	Item	Action By
1.0	**Attendance -** In attendance: Cllr P Townsend (Chairman) 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) Apologies: Cllr N Townsend 1 member of the public attended the meeting	
2.0	**Councillors' Declarations of Interest –** Cllr Stripp declared interests in agenda items 10, 11 and 12 due to the submission of grant applications for the Kingston Community Partnership and the Playing Field.	
3.0	**Approval of Minutes of Ordinary Meeting held on 12th October 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: 20/20/0011** - Change of use of land from agricultural to domestic including erection of wall and additional patio slabs at Ilbeare, Cattlewash, Fitzroy Road, Norton Fitzwarren (retention of works already undertaken). Application Type: Retention of Building/Works etc The Council considered the above planning application. In May, the Parish Council objected to this Planning Application and noted that the Planning Officer recommended conditional approval of an amended application in June. The Parish Council has a few concerns relating to the revised application, which have been forwarded to the District Council's Planning Department for consideration. These concerns predominately relate to the dogs kept on the property, which without the appropriate safeguards could adversely affect the users of the Public Right of Way, which crosses the site. **Case Ref: 20/20/0028** - Erection of a single storey extension to the side and formation of car port with associated external works at Caralea, Nailsbourne Road, Nailsbourne Application Type: Full Planning Permission The Council considered the above planning application and has no objection to make. **Case Ref: 20/20/0029** - Erection of a tree house in the garden of Millfield House, Kingston Road, Kingston St Mary Application Type: Full Planning Permission The Council considered the above planning application and has no objection to make.	
5.0	**Traffic Calming Measures –** The Chair advised the Council he and SC Cllr R Williams met with the SCC Traffic Officer who indicated the speed data collected supported 20 mph through KSM starting with Cala on to the primary school and past the Swan also in Lodes Lane and Church Lane without the need for a 30mph buffer zone. She also said more speed data was required along Parsonage Lane as existing data only supported 30mph as far as Mill Meadow. Data did not support 30mph through Fulford, Yarford or Nailsbourne or along Tarr Lane or Park Lane. She was also unclear where the 40mph zone would start along the Kingston Road before entering the village and again, speed data did not support 40mph	Chairman, Cllr Taylor, SCC Williams

	along the length of the road between Kingston and Taunton. The Chair advised Cllr Taylor had sent an e-mail asking the Traffic Officer to reconsider some of the position. SC Cllr R Williams said the collection of data had been delayed by lockdown no. 2. More speed data was required before detailed designs and costing could be done and although the process is running, regrettably there would be delays. The Councillors debated the issue and discussed the application for funding from Somerset County Council's Climate Emergency Community Fund for these traffic calming measures which has a second submission deadline of January. SC Cllr Williams said he would approach Highways and ask for indicative costs for 2 possibly 3 options to hopefully get more information so the bid could be completed. It was agreed that the Council would ensure it got an application in for the funding well before the second submission date in January.	
6.0	**Somerset Climate Emergency Funding Bid -** The Chair advised the Council he and Cllr Taylor had put together a funding application, but the Council will need to see what form it takes once indicative costings have been obtained from SCC Highways. This would need to wait now until the next meeting. Regarding the application, the Clerk advised the Council she did not believe it had 'Quality Status' for the following 2 reasons. The first being the electoral mandate and the second a qualified clerk. She said only two councillors had been elected and the others had been co-opted and to meet the electoral mandate, two thirds of the Council needed to be elected. She went on to say she was not qualified.	Chairman, Cllr Taylor
7.0	**Highways - Lodes Lane drainage scheme, The Conies** SC Cllr Williams met a resident and looked at the drains on Lodes Lane and agreed to keep her informed about the progress. He met another resident who brought his attention to blocked drains near the Swan. SC Cllr Williams said he would strongly recommend Highways address this as part of the Lodes Lane drainage programme. Cllr Hancock advised work had been done on Lodes Lane last week and SC Cllr Williams said he would investigate what had been done. Cllr Wilcox pointed out the area around the Conies was considered a flood risk area by the Environment Agency. Cllr Taylor asked whether once the programme of works had been completed and the EA advised whether they may reconsider this designation. SW&T Cllr Darch said it is a national problem with properties classified as flood risk by postcode. SW&T Cllr Darch said this is a central issue and there is a movement trying to tackle this. SC Cllr Williams agreed to find out if once the drainage work was completed a letter to this effect could be issued by Highways.	SCC Williams
8.0	**Permissive footpath from Lodes Lane to the Church -** The Chair advised he sent letters to the owners of the properties which the permissive footpath crosses but has not yet had responses. He said it would appear the footpath may not have an official designation and if this is the case it may be possible to have it classified as a PROW. SC Cllr R Williams said he had a conversation with the SCC Public Rights of Way Officer who confirmed the three designations the PC needs to understand regarding footpaths, and they are as follows: Permissive footpath – There are so many of these SCC does not record them. There is an informal agreement by the landowner to allow access which can be cancelled by the landowner at any time. Public footpath - Protects the right of usage in perpetuity and SCC does record these. Currently SCC has many applications pending in Somerset and going for this designation can be seen has adversarial by the landowners. Right of way – Quickest and easiest route to protect the public's ability to use footpath provided all parties agree. This is a formal right of way and permission to use it cannot be withdrawn by the landowner.	Cllr R Williams

	After discussion, the Council agreed the necessary action was to clarify the definitive designation of the path in question and gather as much information as possible before agreeing the best course of action. SC Cllr R Williams agreed to go back to the PROW Officer for clarification.	
9.0	**Local Plan 2040 and Village Settlement Boundary –** The Chair drew the Council's attention to the maps he had circulated which showed suggestions for development sites from landowners and developers within the KSM Parish boundary. He wanted to understand the significance of these sites e.g. how do they get into the planning process and/or become part of local plan for 2040? SW&T Cllr D Darch gave a bit of background about the rationale behind the settlement boundary. She believes the sites on the map are simply land which has been put forward but there is no commitment by SW&T Council to develop these parcels of land. She went on to say settlement boundaries set a limit between villages and the countryside and the idea is they should promote sustainable housing, i.e. housing close to amenities, allowing villages to thrive rather than stagnate. The risk is they could be inflexible and lead to intensive development unless carefully controlled. In relation to Kingston any development could be an issue because of the poor public transport and any housing developments would encourage additional traffic on the road suggesting the development is not sustainable. SW&T Council's concern with the existing model of settlement boundary is it might stop housing targets being met. This is currently not the case as the Council has met and exceeded its housing targets. The Local Plan must demonstrate that 10% of housing requirements come from plots of under 1 hectare and not big building developments. This might put pressure/encourage local Councils to agree to housing within the settlement boundary on smaller plots. If any of these plots were put forward the PC would need to consider the sustainability of these developments. Cllr Taylor said he felt the Parish Council's interest should be in the creeping development towards the village. One of the sites offered could connect the proposed Staplegrove development to the south of Nailsbourne thereby narrowing the open countryside wedge between Nailsbourne and Taunton. He felt given the KSM community would like to stay separate from Taunton it was these developments the Council needed to look closely at. The Chair raised the question about whether proposals could be put forward to change the existing settlement boundaries as it did not appear to include half of the village. This was unclear and SW&T Cllr D Darch agreed to investigate it further.	Cllr D Darch
10.0	**Playing Field Update –** The Chair advised a meeting of the PF Committee was held on 4th November and attended by 8 committee members including the Chair. The meeting went very well. The Committee went through the proposed action plan and revising the bid for funding from the Hinkley Impact Fund. It was agreed the quote received for equipment would be updated and the Clerk will investigate this. The next meeting will be scheduled for January to decide what needs to be done for the Spring. Cllr Stripp felt it was important to ensure an application for a grant for the playing field was submitted and considered by the PC imminently particularly with the PC's new Grants and Donations Policy and the timeframes outlined in it. The Chair invited Cllr Stripp to talk through the improvement plan for the PF and the grant application submitted to the PC for funding. Cllr Stripp explained the Committee had divided the improvement plan into 4 sections: Category 1 - possible with volunteer support and minimal expenditure Category 2 - possible with some expenditure but largely constructed by volunteers Category 3 – Revive the Hinkley Impact Fund but on a more reasonable basis so looking for about £25,000 for equipment Category 4 – 'The Dream' the plan should the committee be more successful and raise money from the lottery or CIL money from the Staplegrove development. Cllr Stripp asked the PC for support of £750.00 in its 2021/22 budget to provide funding to help get the works in categories 1 and 2 started in the early spring to get the PF ready for the summer.	Clerk

	The Chair said he had included this amount in next year's budget as reserve expenditure and said the normal grant of £500 will continue and this would be in addition to that and would come out of our reserves. The proposal was supported by Cllrs Hancock, Taylor, Wilcox and the Chair. The Council resolved to include this expenditure in next year's budget for the Playing Field improvements. The Clerk advised the Council that there would be an uplift in the insurance premium to take in to account the liability associated with the BMX track. The Council agreed to meet the cost of the uplift which the Clerk said would be a pro rata figure based on an annual increase in the premium of c£240.00. The Clerk agreed to go back to the insurance company and get a quote for the pro rata increase in the premium.	
11.0	**Kingston Community Partnership Update –** The Chair asked Cllr Stripp to talk through the KCP funding application. Cllr Stripp first gave a quick update on KCP and reported although there hadn't been a tremendous amount of activity over the last months as a result of COVID he was hopeful things would begin to pick up after the next lockdown and as a result of the potential of a vaccine being approved very soon. He went on to talk about the funding required and identified two areas which required assistance. The first was the Guerrilla Gardening Group. The group was set up some time ago but was being resurrected following the declaration of an ecological emergency and its long-term aim was to improve biodiversity in the village. The seed the group hoped to purchase was quite expensive so a grant of £150.00 was sought towards the cost. The second area was KAPACC. Each year the group runs an annual cycling event with costs involved and he requested a grant of £200.00 to help run the event. He also requested a £100.00 grant towards the KCP ongoing running costs to help support all the good work the group does in the village. The Chair advised the Council it had 2 funding applications to vote on, the KCP for £450.00 and the Youth Club for £500.00. He said he had allowed £650.00 for Section 137 spending in the 2021/22 budget and the KCP £450.00 was well within this. He also said he included £500.00 for the Youth Club which is the same amount the Council has allocated in previous years. The Chair was in favour of awarding these grants. Cllrs Wilcox, Taylor and Hancock were all in favour as well. The Council resolved to make a payment to KCP of £450.00 in the 2021/22 financial year.	
12.0	**Youth Club Funding Application –** The Chair also asked Cllr Stripp to talk about the Youth Club funding application. Cllr Stripp went on to say the club had not met since March so there was a bit of money in the bank that had not been used to pay for the hire of the village hall. He did say the Youth Club was quite costly to run between the costs of employing Youth Workers and the hire of hall. He asked the Council for a grant of £500.00 for next year to help support the Club and contribute towards the running costs. The Council resolved to make a payment to the Youth Club of £500.00 in the 2021/22 financial year.	
13.0	**Parish Councillor Vacancies –** The Clerk updated the Council on progress and said unfortunately there had been no interest to date, but she would continue to try and drum some up.	
14.0	**Quantock AONB JAC –** The Chair asked Cllr Stripp to update the Council on the AONB JAC meeting. Cllr Stripp gave a brief update. The committee is struggling with finances as they were not able to complete some of their land management contracts this year. One of their big expenses is the amount of ash die back they are having to deal with particularly along the road at Cothelstone Hill. The point was made that wildlife has benefitted from	

	COVID and the JAC has started a new volunteer group as they have been inundated with requests to help.	
15.0	**Natural Environment –** The Chair advised the Committee that a request had been received from a member of the community to help with the cost of litter picking equipment. The request was for funding to purchase 10 hoops that hold the bin bags when litter picking. The total cost was £78.00, and the hoops would be very helpful with the village litter picking event. The Chair was in favour of this as were all the other Councillors present so the Council resolved to contribute £78.00 towards the cost of the litter picking equipment.	
16.0	**Budget and Precept 2021-22 –** The Chair talked the Council through the budget and said he would like to keep the precept the same as last year as it had been a difficult year for many financially and it wasn't appropriate to raise the precept if we did not need to. He went on to say he had broken the budget down into 2 categories, operational expenditure and reserve expenditure. He went through the operational costs and advised the Council total expenditure came to £11,190.00. He then went on to discuss the Reserve expenditure and made suggestions as to where the Council may allocate some of this funding. Cllr Taylor suggested the Council may consider the possibility of purchasing a bench to be sited across from the Swan where the phone box used to be. He also thought a community gathering to celebrate being a community once COVID was behind us and asked whether the PC may be willing to help with the costs of such an event. The Chair advised the Council the final budget would be presented to the Council at the December meeting for approval.	
17.0	**Financial Matters** ❖ £173.75, Steen R&W, Semi-annual invoice for regular maintenance of KSM PC webpages ❖ £30.00, SALC – How to be a Successful Chairman, remote training 08/10/2020 ❖ £500.00, Parochial Church Council – Annual grant for cemetery maintenance ❖ £500.00, KSM Playing Field – Annual grant 2020/21 The Chair asked the Clerk whether the Council had paid the Playing Field Committee the 2019/20 grant and she responded they had not. She said she intended to put the expenditure on the December meeting agenda but if the Council were happy, they could also approve this expenditure. She clarified this amount was £750.00. ❖ £750.00, KSM Playing Field – Annual grant 2019/20 **Resolved**: The Council agreed to make the above payments.	
18.0	**Items for Next Agenda –** 2021/22 Budget	
19.0	**Items for Link Up and KSM Website -** Chair to do a write up for both	Chair
20.0	**Actions from March 2020 Meeting – Not discussed but to be carried forward to a future meeting** a) **Natural environment** – The Clerk advised that a meeting had been scheduled for 23 March with SWT. b) **Council Reserves** - i. Clearing of roadside verge on Kingston Road by the Grange and the Spinney **ii.** Furniture for the Playing Field Pavilion	Whole Council
21.0	**Date of Next Meeting – 7th December 2020** The meeting closed at 22.18	
Signed:	Dated:	