KINGSTON ST MARY PARISH COUNCIL
MINUTES OF THE ORDINARY PARISH COUNCIL MEETING
HELD VIRTUALLY ON 8th FEBRUARY 2021

Item No	Item	Action By
1.0	**Attendance -** In attendance: Cllr P Townsend (Chairman) Cllr T Bedford Cllr S Hancock Cllr A Simpson 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 2 members of the public were in attendance.	
2.0	**Councillors' Declarations of Interest – N**one	
3.0	**Approval of Minutes of Ordinary Meeting held on 11th January 2021 -** **Resolved:** The minutes were approved and will be signed as a true record at a future date.	
4.0	**Planning –** **a) Applications:** **Case Ref: 20/21/0001** – Replacement of conservatory with the erection of a single storey extension to the side of Larch Cottage, Kingston St Mary Application Type: Full Planning Permission The Council considered the above planning application and resolved to fully support the application. It was felt the design, appearance, and materials to be used for the proposed extension would further enhance the appearance of this Georgian property.	
5.0	**Church Lane Residents' Concerns –** The Chairman advised the Council of the concerns which had been raised by residents. These were noise from a portable generator, blocked drains, and increased traffic on the lane. The Chairman asked SW&T Cllr D Darch to update the Council on her findings. Cllr Darch said there were 2 separate issues here, one which was a planning enforcement concern and the other an environmental services concern. She went on to say that SW&T Planning Enforcement had been notified to deal with the alleged breach of planning. Enforcement investigated the concerns and concluded there was no material change of use to the building so they would not be progressing this matter any further. They did say that a retrospective planning application was required as the building erected was not as was originally agreed. In terms of the noise concern, Environmental Services have said to investigate this further they will require a list of all residents who are concerned with contact details, e.g., an e-mail address and/or a telephone number. SCC Cllr Rod Williams mentioned the blocked drains to Highways, and this is still ongoing. He emphasised that SCC Highways' matters are not resolved quickly, and he will report back as soon as he has any further news. The Council resolved to go back to the residents concerned and advise what has been done, what is ongoing and what they can do to help progress this matter.	Clerk
6.0	**Road Safety/Somerset Climate Emergency Funding Bid/Traffic Calming Measures –** The Chair mentioned there were three items to be discussed. The first was the fatality which occurred outside the Swan in January, the second, parking outside the Kingston Garage and third, funding for the traffic calming measures.	Chair/SCC Cllr R Williams

	The Chair asked the Council if it felt there was anything it could do to make the Swan junction safer for all users? The Council discussed the possibility of a mirror and/or a second speed indicator device. It was decided neither of these suggestions were possible due to the restrictions imposed by the Department of Transport and the road layout. SCC Cllr Williams said the Police are currently investigating the incident, and this can take time and until the Police release their report the Council really is not able to propose any changes. The Council resolved to ask Highways to investigate how the road safety of the junction could be improved. SCC Cllr Williams agreed to take this action on. The Council went on to discuss concerns about vehicles parked outside Kingston Garage and potentially getting in the way of large vehicles trying to negotiate this part of the Kingston Road. The Council agreed the parked vehicles act as a 'natural' traffic calming measure and if road markings are placed on the road to stop vehicles parking this may enable two-way traffic thereby increasing vehicle speeds and making the village less safe for pedestrians and cyclists. However, it was felt that there should be a limit on the number and position of the cars parked. Recently the number of parked cars has increased going back towards the Old Rectory which has made passing difficult. The Council resolved to ask SCC Highways to speak with the garage about the vehicles parked on the Kingston Road. The final part of this item was funding for the active travel measures. The Chair advised the Council he had looked at the reserves and after accounting for the general reserve required there was insufficient unallocated reserves to fund the project itself. He went on to say, the Council had made a bid to the Climate Emergency Fund on the basis that no other funding had been identified to deliver this project, he also said the grant could not be used to pay for work which had already commenced. The Chair said Highways was hoping to include the project in their April programme but wanted commitment from the Council and 20% paid upfront. The Council resolved to hold off on committing to the project until the outcome of the climate emergency bid was known. The Chair asked SCC Cllr R Williams to relay the Council's decision to Highways.	
7.0	**Kingston St Mary Relief in Need Charity – Appointment of New Trustees** The Council voted and unanimously agreed to appoint Ken Taylor and Robert Aldrich to Trustees of the Kingston St Mary Relief in Need Charity.	
8.0	**Planning Policy & Procedures –** The Chair referred to the Planning Policy and Procedure he circulated and explained he had drafted the document after the Council's discussion about Cattlewash. He said the policy provides background information about the planning process from the Parish Council's point of view and is intended to be a positive document saying what types of developments the PC would consider appropriate and the reasons why. The two main changes were: 1. To invite applicants to attend the relevant meeting to discuss their planning application and 2. To be more positive in our response and use the following responses: Fully support, Support, Have no objection or Object. The Council thanked the Chair for the work he put into the document and they felt it was well written, comprehensive and a very useful document. The Council voted and unanimously agreed to adopt the Planning Policy & Procedures and publish the document on the Kingston St Mary website.	
9.0	**SW&T Council Policy on S106 Town and Country Planning Act 1990 –** The Chair referred the Council to the letter from Stogursey Parish Council asking the PC to join with them asking SW&T to change their S106 Policy.	Clerk

	The Chair expressed his concerns about the difficulty getting hold of Section 106 funding. Discussion then revolved around what exactly S106 funding was and what it was available to be spent on. The Council resolved to clarify with SW&T what is S106 funding and what is CIL funding before it agrees to support or not Stogursey Parish Council's position regarding SW&T's S106 Policy. The Council also wanted clarification on whether all developments attract S106 or not.	
10.0	**The Swan – Asset of Community Value –** Cllr Taylor said he was very pleased the Swan was now formally registered as an Asset of Community Value and it was good news the Council would be given notice of any intention of the existing owners to sell the pub.	
11.0	**Climate and Ecological Emergency –** The Chair asked Cllr Bedford to give the Council an update on this Agenda item. Cllr Bedford said the questionnaire had gone live 3 weeks ago and he had already received 50 responses which was very pleasing. Cllr Bedford asked the Council to consider a few questions regarding the way forward. First was about when hard copies may be available to distribute to those not online and the second was deciding upon a final date for acceptance of completed questionnaires. It was agreed that as potentially a large part of the community was not online it was important to distribute paper copies to get balanced feedback before setting a final date for the questionnaire's completion. The Council resolved to discuss these questions in more detail at the next meeting when there may be more clarity around the easing of lockdown restrictions. The Council also agreed that Cllr Bedford should respond to any individuals who had expressed an interest in knowing more about the Climate Emergency and the process the Council was embarking upon.	Cllr Bedford
12.0	**Path from Lodes Lane to the Church –** Cllr Stripp updated the Council on progress with this Agenda Item. A few forms have been returned which were quite meaningful, but more were required. Cllr Stripp said he was trying to piece together a timeline of ownership to help contact previous property/landowners to learn more about how the path was treated over the years. Cllr Stripp suggested an alternative to this process could be for the Council to consider purchasing a small strip of land from the existing landowner going around the perimeter of the field to reroute the footpath. After further discussion, the Council resolved to gather more evidence before deciding on the best way to progress this item.	Whole Council
13.0	**Housing Needs Survey –** The Chair asked Cllr Stripp to take the Council through the Housing Needs Survey. Cllr Stripp said he circulated an e-mail having listened to the views of Councillors and others and suggested the Council should rethink how it goes about doing the survey. The reasons being: 1. Complications around ownership of data and 2. Wessex Community Housing Hub's agile award for up to £1000.00 for fledgling affordable housing groups. He went on to say he had taken the initiative to apply on behalf of the Kingston Community Partnership and he was advised they have been successful in getting a £1000.00 grant which can be used towards the housing needs survey. Cllr Stripp has had a discussion with the Kingston St Mary webmaster about putting the survey online and keeping it in house and the webmaster is keen to help. The webmaster would be the data collector and controller for the housing needs survey. This would mean the data collected would be in excel format and easily interpreted.	Cllr Stripp

	He said a hard copy could be made available later and the advantage of doing the survey online meant it could be started now. He also said depending on the response to the survey the Affordable Housing Officer had offered information on ways to act upon the interest determined. The Council resolved to take control of the Housing Needs Survey and deliver it online. Cllr Stripp agreed to finalise the Housing Needs Survey and covering letter and circulate it to all Councillors to bring back to the March meeting.	
14.0	**Annual Parish Meeting –** The Chair asked the Clerk to tell the Council about the Annual Parish Meeting. The Clerk said the meeting was held annually in March to celebrate the accomplishments of the community during the year and historically had been a low-key event. In the past representatives from the following organisations has been invited and asked to give a brief report of their activities: Village Hall Committee; Playing Field Committee and Kingston Community Partnership. She went on to say the meeting took place immediately before the Parish Council meeting. Village Hall Committee, Playing Field Committee and Kingston Community Partnership. The Council resolved to invite members of the above organisations to the meeting as well as the organisations below: Church of St Mary; Kingston St Mary Primary School; Link Up and Taunton School International Middle School.	Clerk
15.0	**Financial Matters -** ❖ £143.90 – Paul Townsend, reimbursement for Zoom Platform fees from May 2020 to February 2021 ❖ £30.00 - SALC, Being a Successful Chairman Remote Training ❖ £181.44 – SW&T Council, dog bin x 1 emptied twice weekly @£5.40 from 31 October 2020 to 31 March 2021 **Resolved**: The Council agreed to make the above payments.	
15.0	**Items for Next Agenda –** Kingston Community Partnership – regular update	
16.0	**Items for Link Up and KSM Website -** Chair to do a write up for both	Chair
17.0	**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 **iii.**	Whole Council
18.0	**Date of Next Meeting – 8th March 2021** The meeting closed at 21.47	
Signed:	Dated:	