KINGSTON ST MARY PARISH COUNCIL
MINUTES OF THE ORDINARY PARISH COUNCIL MEETING
HELD VIRTUALLY ON 8th MARCH 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) Cllr E Firmin (SWT) Apologies: Cllr N Townsend 5 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 8th February 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: 20/21/0002** – Erection of an agricultural building for the storage and maintenance of machinery (adjacent to storage building) at Church Lane Farm, Church Lane, Kingston St Mary (retention of works already undertaken) Application Type: Retention of Building/Works etc. The Council considered the above planning application and resolved to support the application. The Council was pleased to learn the agricultural building will be connected to mains electricity in due course. **b) Appeals:** **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 resolved to withdraw its previous comments and to support SW&T Planning Officer's recommendation for conditional approval of this planning application, provided the five conditions recommended by the Planning Officer are upheld.	
5.0	**Somerset Climate Emergency Funding Bid –** The Chair advised the Council that today was the closing date to advise applicants if their bids had been successful. He has not had any correspondence. The Council resolved to wait until they have correspondence about the success or otherwise of their bid before making any further decisions on this item.	
6.0	**S106 and CIL Funding –** The Chair asked the Clerk to update the Council on this item. The Clerk advised there was S106 funding available in relation to the development at Hill Farm. She went on to say S106 is a legally binding agreement between the Council, the developer and any others with an interest in the site to be developed. The agreement is to regulate the future development of the land and compensate the local community for any impact caused by the development. She also advised there was no expiry date in terms of when the S106 funding needs to be used. The Clerk	Clerk

	said she has corresponded with the SW&T Engagement Officer who would be happy to attend a meeting to give guidance on the process and the best way to complete the S106 application. The Clerk went on to say CIL funding is managed by a different SW&T Officer and she is hoping to get more information about CIL and S106 and will report back to the Council. The Council went on to discuss the different types of funding. It was felt the Council needs to understand the differences between S106 and CIL to make informed decisions that will benefit the community and ensure opportunities for funding are not lost. Cllr Stripp suggested the Playing Field Committee be tasked with completing and submitting the S106 application in conjunction with other possible funding options to undertake improvements to the playing field.	
7.0	**Kingston St Mary Playing Field –** The Chair advised the Council he was reviewing the Playing Field files and the Playing Field is in fact a registered charity called 'The Kingston War Memorial'. He discovered the annual return for the charity was overdue, so he has calculated the return for 2018/19 and 2019/20 and has submitted the 2018/19 return to bring the information up to date. The Chair asked the Council to approve the accounts for the 2018/19 and 2019/20 financial periods and authorise him to submit the information to the Charities Commission. He also asked the Council to agree to change the year end of the Kingston War Memorial accounts from 30th September to 31st March to coincide with both the Playing Field Committee accounts and the Parish Council accounts. The Council voted unanimously to support the Chair's proposal and the Council resolved to approve the actions of the Chair. Cllr Taylor raised the point that the Council needs to understand its responsibilities to different village organisations for instance the Kingston War Memorial, the Village Hall and Kingston Relief in Need Charity. He felt the Council should have a document which sets out what these various bodies are and what the PC duties are towards them. He also suggested to draw up an annual calendar so the Council knows when it must undertake certain things and can see what its timetable is on a monthly and annual basis. The Clerk agreed to map out the annual calendar and distribute it in draft to all Councillors.	Chairman/ Clerk
8.0	**Climate Questionnaire – update** The Chair asked Cllr Bedford how the Climate Change Questionnaire was going? Cllr Bedford said it was going well and thanked Cllr Stripp for all the work he had done bringing the 2 questionnaires together into one booklet. Cllr Bedford said he now had 75 responses so 25 more than when the Council met in February and that he was hoping this number would continue to go up particularly now the paper copies had been distributed. He also said he was waiting for the paper questionnaires to be returned in order to analyse the data.	Cllr Bedford
9.0	**Path from Lodes Lane to the Church – update** The Chair asked Cllr Stripp to update the Council on this agenda item. Cllr Stripp thanked Cllr Simpson for locating the family that farmed the church field back in the 1960s as this was a very positive development. Cllr Stripp spoke to the family and they were happy to fill in an evidence form. They farmed the land from 1961 to 1975 and treated the path as if it were a public right of way.	Cllr Stripp

	To date, three pieces of evidence have been completed and Cllr Stripp is trying to locate other people who may have been around at the time to give more evidence. He also spoke to the History Society and explained the situation and is hoping to get additional support from them. Cllr Stripp confirmed this was going to be a long process and the Council needed to continue to get evidence before reviewing its position and agreeing the next step. The biggest concern Cllr Stripp sees is the amount of time the process could take so he feels it is important to try and formalise a public right of way sooner rather than later but obviously being mindful of the views of the landowner. SW&T Cllr Firmin said SW&T has a heritage champion who may be able to help so he agreed to pass this individual's details on to the Parish Council.	
10.0	**Housing Needs Survey – update** The Chair asked Cllr Stripp to update the Council on the Housing Needs Survey. Cllr Stripp reminded the Council of its decision to take the Housing Needs Survey in house, online and to endeavour to get it done during the pandemic and hopefully before the Census went out. He also told the Council that he had been looking at the printing, distribution and collection of the hard copies and took the decision together with Cllr Bedford and SW&T Cllr Darch to combine the Housing Needs Survey and the Climate Change survey into one printed booklet to take advantage of the cost benefits of doing this and to assist the volunteers with the distribution and collection of the surveys. He went on to say the Housing Needs Survey was now live online and the hardcopies had been passed to the Good Neighbour volunteers for distributing locally. Cllr Stripp advised the Council they were now awaiting responses from the surveys and once received the data would be analysed and the results put into a report and presented to the Council. The closing date for the surveys has been set at 1st April.	Cllr Stripp
11.0	**Kingston Community Partnership – update** The Chair asked Cllr Stripp to talk the Council through the KCP Improvement Plan. Cllr Stripp advised the plan was compiled based on the results of the Household Survey which was conducted in 2017. Cllr Stripp went on to briefly summarise each activity and update the Parish Council on the progress which has been made to date by the Community Partnership. The Chair and Cllr Taylor thanked Cllr Stripp and both agreed a tremendous amount of work had been done so far.	
12.0	**Financial Matters -** ❖ £173.75 – Steen R&W, Second semi-annual invoice for regular editorial and technical maintenance of KSM PC webpages at kstm.uk ❖ £495.00 – Mailboxes, etc., Printing of Housing Needs and Climate Change Surveys **Resolved**: The Council agreed to make the above payments.	
13.0	**Items for Next Agenda –** Please pass to the Clerk.	
14.0	**Items for Link Up and KSM Website -** Chair to do a write up for both	Chair
15.0	**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

16.0	**Date of Next Meeting – 12th April 2021** The meeting closed at 21.30	
Signed:	Dated:	