KINGSTON ST MARY PARISH COUNCIL
MINUTES OF THE ORDINARY PARISH COUNCIL MEETING
HELD ON 13th SEPTMEBER 2021

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 T Bedford, Cllr A Simpson 2 members of the public attended the meeting	
2.0	**Councillors' Declarations of Interest – N**one	
3.0	**Approval of Minutes of Ordinary Meeting held on 19th July 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: 20/21/0028/LB** - Erection of a single storey extension to the rear with various alterations to form annexe at St Marys Cottage, Kingston Road, Kingston St Mary. Application Type: Listed Building Consent: Works The Council considered the above planning application and resolved to fully support the application. **Case Ref: 20/21/0027** - Erection of a single storey extension to the rear with various alterations to form annexe at St Marys Cottage, Kingston Road, Kingston St Mary. Application Type: Full Planning Permission The Council considered the above planning application and resolved to fully support the application. **Case Ref: 20/21/0026** - Erection of 1 No. single storey dwelling at 3 Greenway Terrace, Kingston St Mary. Application Type: Full Planning Permission The Council considered the above planning application and resolved to support the application. **Case Ref: 20/21/0029/LB** - Replacement of bay window with doorway at The Manor House, Lodes Lane, Kingston St Mary. Application Type: Listed Building Consent: Works. The Council considered the above planning application and resolved to fully support the application. **Case Ref: 20/21/0022** - Demolition of garage and stores and erection of carport/store with store/workshop and home office above and erection of porch to the side of Deyncourt, Parsonage Lane, Kingston St Mary. Application Type: Full Planning Permission. The Council considered the above planning application and resolved to fully support the application.	

5.0	**Matters Outstanding from Previous Minutes -** i. **Tree Planting within KSM Conservation Area** – Cllr Stripp advised the Council that a meeting had been arranged with the owners of the property to discuss the concerns raised by the local community. Cllr Stripp also suggested this would be an opportunity to talk to the landowner about the footpath. ii. **Staplegrove (West) Garden Community development – Integrated Constructed Wetland proposal -** The Chair said he was in discussion with the Projects Officer regarding an offset allowance for Kingston St Mary. The Chair also mentioned the letter which had been received from a resident of Nailsbourne. The Council discussed the matter and agreed that a fact-finding exercise needed to be organised. SCC Cllr Williams and SW&T Cllr Darch have requested a meeting with the Projects Officer to discuss the proposal in more detail and hopefully arrange a site meeting with a view to reporting back to the Parish Council at the next meeting. The Clerk agreed to respond to the communication received from the Nailsbourne resident. iii. **Happy to Chat Bench -** Cllr Taylor showed the Council an image of the bench he is hoping to requisition and he discussed the specification of the bench. Cllr Taylor advised the Council the prices of the proposed benches ranged from £670-£1000 which was well within budget. Cllr Stripp suggested the Council might consider purchasing 2 benches as a budget of £2000 has been allocated. The playing field was suggested as a possible site for a second bench. The Council agreed to a second bench and Cllr Taylor said he would investigate the cost of a pair of benches. iv. **Active Travel Funding -** Cllr Taylor advised the Council that this was the Lower Speed Limits project. SCC Cllr Williams said he was assured the lower speed limit signs would be installed by Christmas. He also said Highways would conduct a 6-week consultation which was mandatory but this had not yet started. SCC Cllr Williams also said the village green triangle signage would be done by Christmas and Highways said if the Council felt it wanted to put left facing arrows on the posts around the green they would not object. The Council decided to revisit this once the Highways signage had been supplied and installed. SCC Cllr Williams briefly updated the Council on the position with the overhanging trees on the Kingston Road and the Woodland Trust. v. **Climate Questionnaire -** SW&T Cllr Darch asked the Council to defer this item until the next meeting as Cllr Bedford had given his apologies. vi. **Path from Lodes Lane to the Church -** The Council agreed this item had been covered in point i. above.	Chair/Cllr Stripp SCC Cllr Williams/ SW&T Cllr Darch/ Clerk Cllr Taylor Whole Council
6.0	**Summer Fete Funding -** The Chair advised the Council the Playing Field Committee had paid for the cost of the summer fete. He reminded the Council it had budgeted £1000 for a community celebration post COVID. The Chair proposed the Council pay the £1000 to the Playing Field Committee to cover the costs of holding the summer fete. The Council voted on the proposal and agreed to pay the Playing Field Committee £1000.	
7.0	**Future Parish Elections** – SALC seeking views on moving PC elections forward to 2022 The Chair advised the Council it had been asked to comment on the proposal to bring the PC elections forward by a year to May 2022 to bring them in line with the new unitary authority elections. The Chair explained the reasons behind the proposal. The Council briefly discussed the matter and agreed to support the proposal to bring the elections forward to May 2022.	
8.0	**Playing Field -** discuss annual funding of playing field The Chair asked Cllr Stripp to talk to the Council about the annual funding of the playing field. Cllr Stripp explained the history of the playing field and that the bursary to maintain the playing field had run out a long, long time ago. The Council	

	assumed trusteeship in 2014 and the maintenance has been an ongoing issue. Most maintenance jobs are being done by volunteers. There is a new committee which is very keen but there is still a limit to what volunteers can do. Cllr Stripp went on to say the playing field is the only outdoor space in the village which the Council has to maintain and it should consider raising the precept to help pay for the cost of maintaining and improving the playing field and the pavilion in order to make it a more desirable facility to use and hire. If this arrangement is formalised it will allow the Playing Field Committee to give its time to the playing field in a more constructive way and for general management. Cllr Stripp discussed the latest RoSPA report and said a rep would be visiting the playing field on Wednesday to give advice on what needs to be done to some of the equipment which requires repair/maintenance and how best to do it. Part of the responsibility of the management of the playing field is to regularly check and maintain the equipment. The Chair proposed that the Council add £3.5k to the precept for 2022/23 to be used for ongoing maintenance and improvements to the playing field. It was agreed this would be an annual commitment and the budgeting process and management of the budget would be the responsibility of the Playing Field Committee. The Playing Field Committee will report back to the Parish Council as Trustees to the Playing Field. The Council discussed the matter and agreed it was important to communicate with the parish regarding the plans and raise the profile of the playing field. One way of doing this could be through the Annual Parish Meeting. The Clerk advised the Council that good practice would be to review the reserves and ensure there are no available funds to be used to manage the playing field in the reserves before increasing the precept for this purpose.	
9.0	**Village green -** discuss sowing wildflower seeds on green SW&T Cllr Darch said that Cllr Simpson had been approached by Guerrilla Gardening who would like to sow some wildflower seeds on the village green. SW&T Cllr Darch asked the Council if they would be willing to hand over the decision to Guerilla Gardening which will inspect the site and decide if it is practical and viable to do this. The Chair agreed to delegate this responsibility.	
10.0	**Climate Mitigation Strategy** – update The Chair asked SW&T Cllr Darch to update the Council on this agenda item. SW&T Cllr Darch said she and Cllr Stripp have been focussing on flooding and she has submitted another article to Link Up. The purpose of the article is to help people make changes around their properties to reduce water run-off and raise awareness around the issue of local flooding. They also did a walk on the Quantocks to look at natural flood management strategies on the Quantocks which affect KSM Parish and will be going to Monksilver tomorrow to continue to look at natural flood management solutions. SW&T Cllr Darch said it was important for the Council to keep a record of flooding issues in the Parish and make the relevant authority aware of any local issues to ensure maintenance is carried out. Cllr Taylor advised the Council that he will continue to investigate the problem with water run-off on Church Lane.	
11.0	**SCC £500k Opening Up Fund -** update The Chair advised the Council that it can apply for 2 aspects of the fund, £1500 for opening up after COVID and £5000 for projects. The Council discussed what might be the best use of the funding. Cllr Stripp advised that he had talked to various village groups and the Baby and Toddler Group was hoping to re-establish itself as was the Youth Club. The Film Club was also opening up and required funding. The Good Neighbours Group and a Happy to Chat bench were also considered for funding. The Council resolved the Chair would submit an application to the opening up fund in support of the various items discussed.	Chair

	The Council felt it would be a good idea to use the project fund for the benefit of the playing field. It was decided that an open sided shelter would be a brilliant addition to the facility to encourage meeting up in the wetter months. The Council resolved to submit an application for this item as well.	
12.0	**Local Government Reorganisation and LCNs** – update Cllr Taylor updated the Council on the LGR meeting he attended with Cllr Simpson and the Clerk. It was a useful meeting and he thanked West Monkton for organising the meeting, the speakers for attending and presenting and the Clerk of West Monkton for the excellent set of notes circulated after the meeting. He summarised the main points and concluded that it would make most sense for KSM PC to become part of a LCN based on the geography in and around the Quantock Hills. Cllr Taylor said that each LCN was likely to be made up of around 20 parishes and he felt the rural parishes around the Quantocks were the natural partners for KSM PC as they are more likely to have similar needs for services and similar ambitions to KSM PC. He didn't feel linking up with Councils around Taunton which are experiencing large scale development in their parishes was a suitable match. Cllr Taylor said the Board which will oversee the LCN development should be set up by the end of September. SCC Cllr Williams said the first meeting of the newly established Board would be on the 30th September and it would meet monthly thereafter. Cllr Williams seemed to think that details regarding the formation of LCNs was likely to emerge after the first few months. The Council resolved to revisit this agenda item at its October meeting as it would have the benefit of the feedback from the first meeting of the Board and also the conference which is being planned for Town and Parish Councils at the beginning of October.	Whole Council/SCC Cllr Williams
13.0	**Housing Needs Survey and Neighbourhood Plan** – update and discuss pros and cons of Neighbourhood Plan The Chair asked Cllr Stripp if he could update the Council on this item. Cllr Stripp said perhaps the Council should consider putting together a neighbourhood plan to guide the type of development required in the Parish. Cllr Stripp said the main advantage of a Neighbourhood Plan is it gives the Council statutory rights to stipulate things like the size of houses, materials used and design. He felt the main disadvantage of a plan is that it can be a lengthy process. He went on to say the Neighbourhood Plan can be put together around a single issue and suggested the Council consider doing a Neighbourhood Plan around housing. Cllr Stripp said he was organising a meeting to discuss the benefits of doing a Neighbourhood Plan in more detail and would report back to the Council at the next meeting.	Cllr Stripp
14.0	**Kingston Community Partnership – update** Cllr Stripp updated the Council on the KCP activities. Cllr Stripp advised the Council that the Good Neighbours coordinator was stepping down and the KCP would need to recruit another individual to take on this role. The Council expressed its thanks to this individual.	
15.0	**Financial Matters -** • £51.71 – NALC Seminar - MAKING RURAL HOUSING MORE AFFORDABLE, Wednesday, 17 November 2021 • £1,000.00 – KSM Playing Field Management Committee, Summer Fete **Resolved**: The Council agreed to make the above payments.	
16.0	**Items for Next Agenda** – Please pass any agenda items to the Clerk.	
17.0	**Items for Link Up and KSM Website** –	

	The Chair advised the Council that unfortunately it had missed the deadline for September Link Up as it was last week.	
18.0	**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	
19.0	**Date of Next Meeting – 11th October 2021** The meeting closed at 21.57	
Signed:	Dated:	