KINGSTON ST MARY PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
HELD ON 17TH JANUARY 2023

Item No	Item	Action By
1.0	**Attendance and Apologies -** In attendance: Cllr P Townsend (Chairman) Cllr S Hancock Cllr A Simpson Cllr D Stripp Mrs K Gibbins (Parish Clerk) Cllr D Darch (SCC/SW&T) Apologies: SCC Cllr D Perry 2 members of the public were in attendance.	
2.0	**Councillors' Declarations of Interest -** None	
3.0	**Approval of Minutes of Ordinary Meeting held on 13th December 2022 -** **Resolved:** The minutes of the meeting were approved and will be signed as a true record of the meeting at a future date.	
4.0	**Planning -** **Applications:** No Planning Applications were considered at the January meeting.	
5.0	**Co-option of Parish Councillors -** The Clerk explained the co-option process to the Council and the candidates. The Chair proposed that Philip Boyce and Peter Chicken be co-opted on to the Parish Council. Cllr Stripp seconded the proposal. The Council voted on the co-option.	
6.0	**Matters Outstanding from Previous Minutes -** **i.** **Leaches Field and Sawyers Leigh** – Green space planting The Chair briefly summarised the proposal with the green spaces at Leaches Field and Swayers Leigh and updated the Council on progress. He has written letters to the residents and the letters now need to be distributed. The Council agreed to distribute the letters as soon as possible. **ii.** **Street Lighting** – Sawyers Leigh The Chair briefly summarised the issue with streetlights at Sawyers Leigh and explained the residents would like the lights turned out at night. SCC Highways has agreed to turn the lights out between 12.00 and 05.30 but there will be a cost for this. The Clerk confirmed an invoice for £492.80 had been received and was on the agenda for approval. **iii.** **Parish Emergency Plan -** The Chair referred to the e-mail from SCC/SW&T Cllr Darch suggesting a meeting. A date of the 30th January has been agreed and a venue will be decided once numbers are confirmed. Cllr Darch said it was important the wider community is involved with the Emergency Plan. She hopes to be able to draft a plan at the meeting which she will then share with the Council and others for feedback.	Chair/Cllr Stripp/SCC/ SW&T Cllr Darch

	The Chair asked how the Council sees the plan working. Cllr Darch said she will use the proforma the County Council has provided and ideally the plan will identify a group of volunteers who are able to assist in the event of an emergency and it will also identify equipment and resources available for use if needed. **iv.** **Highway Improvements** – The Clerk advised the Council that the Highways Traffic Officer had been in contact requesting information about where to send the invoice for the highways' improvements. The Clerk said she understood the Council would not be invoiced for the works until they were satisfied the improvements had been carried out to the required specification. The Chair referred to a member of the public's plan of action to improve the signage and told the Council a reply from the Traffic Officer had been received and improvements were ongoing but taking longer than expected as they were awaiting supplies. The Council agreed to wait for the outcome before taking any further action.	Clerk
7.0	**Village Hall Defibrillator** – replacement battery The Chair advised the Village Hall Committee has asked the Council if it would pay for the cost of replacement batteries for the village defibrillator which is located outside the Village Hall. The cost for the batteries is £198.00 and the batteries should last 5 years. He said the Village Hall currently pays for the upkeep, electricity, and replacement pads for the defibrillator. The Chair proposed the Council pay for the replacement batteries as the defibrillator is a community facility. The Council voted and all agreed to pay for the replacement batteries.	
8.0	**Village Fete** – Coronation of King Charles III The Chair reminded the Council it had agreed the fete would be to commemorate the King's Coronation and would be held on Sunday, 7th May. The Council discussed how to progress the event and decided a plan would be required, and people would need to be approached to see who was available to help. Cllr Stripp agreed to put together a plan of action for the event.	Cllr Stripp
9.0	**Kingston Road** – Temporary closure February 2023 The Chair advised the Council a temporary road closure order has been received for the Kingston Road and it would be closed for 29 days from February. Work is being carried out near Corkscrew Lane and the diversion is through Bishops Lydeard. The Chair said he would like to challenge the road closure and ask if temporary traffic lights could be used to avoid the disruption which will be caused if the road is closed. Cllr Hancock said she would like the Primary School to be notified of the road closures. The Clerk agreed to include the Primary School in the e-mail group for road closures. Cllr Hancock will provide the Clerk with the e-mail address to send the notifications to. The Chair agreed to write to the Road Closure Team suggesting a possible alternative to closing the road and asking for additional details.	Chair/Cllr Hancock
10.0	**Local Community Networks** – update The Chair briefly explained what Local Community Networks are and that they will be boards of the new Somerset Unitary Authority and will be responsible for putting forward local concerns. They will meet 6 to 8 times a year and will report into the new Somerset council. He went on to say that proposals for the formation of the LCNs were issued and would be going to the Somerset Council Executive for consideration tomorrow. In the proposal, Kingston St Mary is in an LCN called Hestercombe with 7 other Parish Councils. It appears to be one of the smaller LCNs which hopefully will mean KSM PC will have a voice. The Hestercombe LCN seems to include mostly rural communities in and around the Quantocks.	Chair

	The Chair asked the Council if they were happy with the LCN Kingston St Mary had been included in. The Council went on to discuss the pros and cons of being included in the Hestercombe LCN. After the discussion the Chair agreed to respond to the proposal and say that KSM PC was prepared to be included in the Hestercombe LCN. SCC/SW&T Cllr Darch explained to the Council that a significant change had been made to the LCNs terms of governance from what had originally been proposed in the Somerset One Business Case. She went on to say the LCNs will now have 1 representative from each Parish Council on the board who will be a full member and will have a vote. The Chair explained that Planning and Regulatory Affairs were excluded from the terms of reference of the LCNs.	
11.0	**Climate Action Planning** – update The Chair asked SCC/SW&T Cllr Darch to update the Council on Climate Action Planning. Cllr Darch went on to say that hopefully at the meeting on the 30th she will try and do some work on climate action planning as well. She felt the Neighbourhood Plan has made great strides on articulating the issues and goals around climate change, so this is a very positive move forward. The heat camera continues to be used by members of the parish and has been a great success. On a much bigger scale, she talked to the Council about a consultation started by Conservative MPs where all councils have been asked about their individual successes/challenges on climate change and what is needed and what are the problems faced. The document is called Mission Zero and has just come out. She has been encouraged by it as it does seem to recognise what the problems are and there appears to be plans on how they might be addressed on a national level. See link to document below. https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1128689/mission-zero-independent-review.pdf On a Somerset-wide level, Cllr Darch went on to say there is a local energy scoping plan looking at land use and heat networks and where we might be able to have renewable energy sites. It is very slow now and there is no money, but they are set up to put bids in for funding as and when it becomes available. She recommended that everyone subscribe to the SW&T Climate Change Newsletter as it contains a lot of useful and interesting information. To subscribe follow the link below. https://www.somersetwestandtaunton.gov.uk/climate-emergency/climate-change-newsletter/	
12.0	**Neighbourhood Plan** – update The Chair asked Cllr Stripp to talk to the Council about the Neighbourhood Plan. Cllr Stripp summarised the work streams which make up the plan as well as the history and purpose of the plan. A mid-December deadline was set for each workstream to present their draft findings and the NP steering group met last Tuesday to review the documents. Cllr Stripp is hopeful he will be able to amalgamate the reports into one document and present it to the Council. Cllr Stripp then referred the Council to the finalised policies which he circulated this morning. He said he hoped the Council would agree the draft policies at the meeting. Once agreed, the policies will be sent to an outside consultant to make sure they stand up and then they will be sent to the strategy officer at SW&T who looks after NP's to get her feedback before it is submitted in February. **Character Assessment** - Team produced report, circa 60 pages, with lots of information, history, photos, arial photos, etc. The policy summarises the findings of the report. The policies put forward are to preserve the character of the parish within the conservation area and outside it, but not to inhibit small developments, innovation, or sustainability. **Active Travel** – The PC secured a grant of £10k from Locality. KAPACC, a group which was started because of the Community Plan, has been working for the last 5 years to get an active travel route into Taunton through the new Staplegrove	

	development. The NP was an ideal opportunity to employ Sustrans to produce a feasibility study which has been done and the report suggests different routes. The team are now approaching landowners. The policy in short is to support an active travel route. **Mitigating and Adapting to Climate Change** – the team has recommended the following suggestions. • The Council take into account carbon footprint when procuring goods and services, e.g., using local providers and sustainable products where possible. • A checklist for planning decisions covering the impact a planning application may have on things such as, flooding, water flows, etc. • To use an impact community carbon calculator as a way of measuring carbon at a local level and as a comparison to other places. **Flood mitigation** – The policy agrees to following local government guidlines. **Designation of green spaces -** The Neighbourhood Plan allows you to designate green spaces and protect them from development. A green space must be attached to the village and have some sort of purpose. An audit has been done of the green spaces and 9 have been identified to be protected including the Playing Field, the Village Green, the Primary School Playing Fields, and The Spinney. **Traffic and Road Safety** – It was agreed this workstream was most likely outside of the scope of the Neighbourhood Plan and was more of a strategic level policy. **Housing Policy** – Based on the findings of Housing Needs Survey, it was identified that there are at least 25 people who would like to stay in the village and downsize to smaller properties but there are very few smaller house to downsize to. Competition for homes of this size therefore is quite strong. The purpose of this policy is to keep the community young, vibrant and varied. The policy favours the development of 2–3-bedroom houses in Council Tax Band A-D and will hopefully provide the basis for planning decisions going forward. The Council discussed the issues and concerns regarding the Housing Policy in more detail as well as the Neighbourhood Plan in general. The Parish Council agreed in principle to the policies put forward in the draft Neighbourhood Plan document.	
13.0	**Kingston Community Partnership – update** Cllr Stripp summarised the activities of the partnership in December and January including the distribution of gifts at Christmas to lonely and vulnerable residents, the warm and social gathering at the Swan and the community litter pick.	
14.0	**Financial Matters –** The Council noted the December bank reconciliation and approved the following payments: • £250.00 – Kingston Community Partnership, purchase of a second marquee • £100.00 – Mr & Mrs Gothard, storage of 2 x marquees for 2023 • £200.00 – Citizen's Advice Taunton, 2023 donation • £492.80 – Somerset County Council, for part night operation of 11 streetlights (002 to 012) in Sawyers Leigh, Kingston St Mary • £207.79 – Somerset West & Taunton – 2 x dog waste bins emptied once weekly • £170.20 - HMRC, Clerk's PAYE for OCT, NOV & DEC	
15.0	**Items for Next Agenda –** Please pass any agenda items to the Clerk before the next meeting.	
16.0	**Items for Link Up and KSM Website –** The Chair will do a write up for Link Up.	

17.0	**Date of Next Meeting – 14th February 2023** The meeting closed at 20.40.	
	After the meeting closed, the Clerk counted the ballot papers and the Chair announced that the vote was unanimous for both Philip Boyce and Peter Chicken to be co-opted on to the Parish Council.	
Signed:	**Dated:**	