KINGSTON ST MARY PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
HELD ON 14th MARCH 2023

Item No	Item	Action By
1.0	**Attendance and Apologies -** In attendance: Cllr P Townsend (Chairman) Cllr P Boyce Cllr P Chicken Cllr S Hancock Cllr D Stripp Mrs K Gibbins (Parish Clerk) Cllr D Darch (SCC/SW&T) Cllr D Perry (SCC) Apologies: Cllr A Simpson 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 14th February 2023 -** **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 -** **a) Applications:** **Case Ref: 20/23/0002** – Erection of a two-storey extension to the front of Snow Lodge, Kingston Road, Kingston St Mary (retention of works already undertaken) The Council considered the above planning application and resolved to fully support the application.	
5.0	**Matters Outstanding from Previous Minutes -** **i.** **Leaches Field and Sawyers Leigh Green Space Planting** – The Chair advised a letter had been sent to all residents. Of those residents who responded, most felt it was a good idea but would prefer not to have apple trees planted. The preference was for trees which will encourage wildlife. SCC Cllr Darch said the County Council looks after the green space in Leaches Field and will plant what the Parish Council/residents would like planted. Residents are concerned about security after the arson attack on the playing field. There is a gate providing access to this green space on the footpath from the playing field to Sawyers Leigh. It was felt this gate should be locked. Access to the area would remain by the pathway alongside the Playing Field hedge. **ii.** **Parish Emergency Plan -** The Chair asked SCC Cllr Darch to update the Council on the Parish Emergency Plan. Cllr Darch said there had been two meetings so far with different sets of people which have both been very useful. They have identified areas at risk of flooding and other emergencies and have discussed what can be done in terms of prevention. Cllr Darch has put a request in Link Up for volunteers who would be prepared to help in the case of an emergency. Data protection will need to be considered and we would need to get permission to publish contact details. Once the Good Neighbour	Chair/Cllr Stripp/SCC Cllr Darch SCC Cllr Darch

	areas have been mapped out, we will need to identify people in each Good Neighbourhood area as the first point of contact. A cascade system will be triggered should an emergency event happen. It is possible that lead people would be asked to hold blankets, torches, etc which may be donated and or provided by the community. Cllr Darch suggested offering first aid training to the lead people possibly funded by the Parish Council. **iii.** **Highway Improvements** – The Chair said he received an e-mail from the SCC Traffic Officer and they have agreed to increase/improve the signage for the 20mph limit but we will have to wait until the new financial year for the work to be carried out. Cllr Boyce asked if the Council could write a letter to the bus company and remind them of the 20mph limit as they don't seem to be aware of it. **iv.** **Village Fete – Coronation of King Charles III** – Cllr Stripp reviewed progress and said the Childrens Hospice Southwest will provide afternoon tea and a band has been booked for the evening event. **v.** **SW&T's Strategic Housing and Employment Land Availability Assessment** – SCC Cllr Darch agreed to find out about this document and report back at the next meeting.	Cllr Stripp SCC Cllr Darch
6.0	**Playing Field Shelter –** The Chair passed a resolution that the Council discuss this item in confidence at the end of the meeting as it might be prejudicial to those involved and not in the public interest. The Council agreed to discuss the item in confidence at the end of the meeting.	
7.0	**Defibrillator Training –** The Chair advised the Council it has been asked to fund defibrillator training in the village hall at a cost of £240.00 for c16 people. Cllr Hancock said training wasn't necessary as the defibrillator tells you exactly what to do and won't work if it isn't done properly. The Council agreed that first aid training would be very valuable particularly considering the emergency plan and could include use of the defibrillator. It was agreed in principle to fund first aid training.	
8.0	**Village Hall – 100 Years Celebration** The Chair said the Council had been invited by the Chair of the Village Hall Committee to the 100-year celebration. The Parish Council has been asked if it will donate a raffle prize for the celebration. The Council agreed that it was a good idea and discussed possible raffle prizes. The Council agreed to provide a £50.00 voucher for a meal at The Swan as a raffle prize for the Village Hall Celebration.	
9.0	**Kingston St Mary 'Education Fund' and 'Relief in Need' Charities –** The Chair briefly explained to the Council that both these small local charities are having trouble finding trustees and have approached the Council for assistance to ensure their continued existence. The Chair has spoken to both charities separately and has been given information about their investments, assets and annual income. Each charity is looking in to how it may continue its operation with the assistance of the Parish Council. The Chair said he hoped to report back on this item at the next meeting with more details.	Chair
10.0	**Somerset Statement of Community Involvement Consultation –** The Chair referred the Council to its proposed response to the consultation. He outlined the main concerns which are around transparency and clarity. The first	Chair

	concern is how they inform the PC about planning matters, and it is felt they should be more proactive. The second concern is that the Planning Committee wasn't mentioned in the consultation or how planning decisions are reached and how the public can get involved in these decisions. This requires clarification as well. The Parish Council approved the response and agreed to the Chair submitting it on behalf of the Council.	
11.0	**Annual Parish Meeting, Annual Meeting of the Parish Council and June Meeting** - Format and Invites The Chair asked the Clerk to talk to the Council about this item. She clarified that the Annual Parish Meeting must be held annually between 1st March and 1st June and the Annual Meeting of the Parish Council must be held annually in May. The Annual Meeting of the Parish Council is currently scheduled for the 9th May. The Council felt another open meeting to discuss the Neighbourhood Plan (NP) was needed and this could possibly be held at the same time as the Annual Parish Meeting. The Clerk confirmed the PC's Standing Orders state it must hold 3 meetings a year plus its annual meeting, so it was completely fine for the PC not to hold an ordinary meeting in June as well. The Chair proposed that the Annual Parish Meeting be held on the 1st June together with the Open NP Meeting and that the Ordinary Parish Council meeting currently scheduled for June be cancelled. The Council agreed to these changes. The Clerk said she would distribute to the Councillors a list of people/village organisations that have been invited to the Annual Parish Meeting in the past and the Council could agree the invite list at the April meeting. The Clerk told the Council she had a phone call from Reverend Mary who wanted to pass on her thanks to the PC. She said it had been a brilliant and very supportive PC during her years in the Parish and said she wanted to remind everyone of her leaving due on Sunday, 2nd April in the Village Hall starting at 2.30pm. She said all were welcome.	Clerk
12.0	**Local Community Networks** – update The Chair advised he currently had no update on the LCNs. SCC Cllr Darch said she has heard the first meeting of the LCNs was likely to be held in June. The Chair did say he had written to all the PCs in the Hestercombe LCN to ask if they would like to share agendas. He went on to say he had a reply from Durston and they do not have a PC they have a Parish Meeting which takes place once a year.	Chair
13.0	**Climate Action Planning** – update The Chair asked SCC Cllr Darch to update the Council. She said she currently did not have a lot to report but did say she attended a workshop the County Council recently held around community energy. The Council is initiating a local energy plan and is reviewing all the land in Somerset to look at land use due to competing demands on the land. There are businesses who have community energy projects that people can invest in, and she felt engaging an organisation like this might be a good way forward to see how our local community can come together on energy projects.	
14.0	**Neighbourhood Plan (NP)** – update The Chair asked Cllr Stripp to talk to the Council about the NP. Cllr Stripp said the consultant had been sent the draft plan which he has reviewed and made suggestions about. Some of the policies have been changed to statements of intent and the plan now contains the following - Policy for Protecting the Local Character Statement of Intent on Traffic Policy on Active Travel Statement of Intent on Mitigating and Adapting to Climate Change Statement of Intent on Flood Mitigation Policy on Designation of Green Spaces Policy on Housing and Statement of Intent on Housing Policy on Defining Households with a Local Connection	Cllr Stripp

	Policy on Business (need to clarify this policy) Cllr Stripp said he plans to circulate the draft document to the Council soon. He advised the Council that the next stage would be to send the document to the Strategy Officer at the Council for her view before it goes to a formal consultation process with the community. He hopes the document will be ready for sharing at the NP Open Meeting in June. He said the NP should create an action plan for the local community to progress.	
15.0	**Kingston Community Partnership -** update The Chair asked Cllr Stripp to talk to the Council about the KCP. Cllr Stripp said the KCP was busy organising the fete. SCC Cllr Darch said the Good Neighbour's Scheme was undergoing a bit of a revival/review around the Emergency Plan. The Council discussed whether the Warm and Social could be continued as more of a social gathering in the coming months and agreed this needed to be discussed with the pub.	Cllr Stripp
16.0	**Financial Matters -** The Council noted the February bank reconciliation and approved the following payments: • £186.25 – Steen R&W, second semi-annual invoice for editorial and technical maintenance of KSM PC webpages at kstm.uk • £500.00 – KSM Parochial Church Council, for burial ground maintenance The Council approved replacement cheques for the following items of expenditure: • £198.00 – KSM Village Hall, replacement battery for the KSM village defibrillator • £129.59 – Bin Shop, purchase of standard grit bin The Council considered and agreed to accept the quote from SW&T Council for emptying the dog waste bins once weekly for 2023/24.	
16.0	**Items for Next Agenda -** Please pass any agenda items to the Clerk before the next meeting.	
17.0	**Items for Link Up and KSM Website -** The Chair will do a write up for Link Up.	
18.0	**Date of Next Meeting - 11th April 2023** The meeting closed at 20.58	
Signed:	**Dated:**	