KINGSTON ST MARY PARISH COUNCIL
MINUTES OF THE ORDINARY PARISH COUNCIL MEETING, HELD ON 14th NOVEMBER 2023
AT THE VILLAGE HALL, KINGSTON ST MARY, STARTING AT 19.00

Item No	Item	Action By
1.0	**Attendance and Apologies -** In attendance: Cllr P Townsend (Chairman) Cllr P Boyce Cllr S Hancock Cllr A Simpson Cllr D Stripp Mrs K Gibbins (Parish Clerk) Cllr D Darch (Somerset) Apologies: Cllr P Chicken 4 members of the public were in attendance.	
2.0	**Councillors' Declarations of Interest** – None	
3.0	**Approval of Minutes of Ordinary Meeting held on 10th October 2023** **Resolved:** The minutes of the meeting were approved and will be signed as a true record at a future date.	
4.0	**Planning** **a) Applications –** **Case Ref: 20/23/0037** - Erection of a single storey extension to the side and construction of flatroofed canopy over rear walkway with erection of extension to garden store at Winpenny Orchard, Winpenny Lane, Kingston St Mary Kingston St Mary Parish Council considered the above referenced planning application at its meeting and resolved to fully support this application. The Parish Council noted that Winpenny Orchard is located adjacent to Kingston St Mary's conservation area and the proposed extension will adopt the same materials as the existing property. From a material planning consideration, this relatively modest addition to the Winpenny Orchard property will adjoin and be subservient to the scale of the main building. It will also be in keeping with the appearance and character of the existing residential dwelling. The design and scale of the proposed single storey extension would have a limited impact on the landscape and setting of the adjacent Conservation Area. **Case Ref: 20/23/0040** - Erection of a single storey extension to the front with formation of gable dormer to front elevation of Brantwood, Lodes Lane, Kingston St Mary Kingston St Mary Parish Council considered the above referenced planning application at its meeting and resolved to fully support this application. The Parish Council noted that Brantwood is located within Kingston St Mary's settlement boundary and conservation area and within the Quantock Hills Area of Outstanding Natural Beauty. In addition, the provided Heritage Statement states that, 'None of the (Brantwood) buildings are considered of special interest for their age, aesthetic value, historic association, archaeological interest or group value. The buildings also have no landscape value.' The Heritage Statement also states that 'The overall scale of the development is limited to single storey in height and the first floor gable dormer subservient to the main two storey dwelling. The ground floor extension will incorporate materials that draw from the	

	local vernacular. The roof is proposed to be tile, to match existing and the external finish to the elevations will be matching render tones to reduce the visual impact of the development from the surrounding countryside and setting of the designated heritage assets.' From a material planning consideration, this relatively modest and sympathetic addition to the Brantwood property will adjoin and be subservient to the scale of the main building. It will also be in keeping with the appearance and character of the existing residential dwelling. Provided the existing boundary hedgerows and trees are retained, the design and scale of the proposed alterations would have a limited impact on the landscape and setting of the Conservation Area and the Area of Outstanding Natural Beauty. **Case Ref: 20/23/0041** - Erection of a two storey extension to the rear of 7 Quantock Way, Greenway, Kingston St Mary Kingston St Mary Parish Council considered the above referenced planning application at its meeting and resolved to give its conditional support to this application. The Parish Council noted the representation from the residents of the neighbouring property, attached to No. 7 Quantock Way, relating to the adverse impact of the proposed development on the amount of light entering their property, No. 8 Quantock Way. Although not shown on the plans, the applicant advised the Parish Council that the proposed extension would not extend beyond the length of their existing conservatory. Whilst the Parish Council acknowledges the applicant's need for additional living space, to accommodate a growing family, we were unable to unconditionally support this planning application, due to not having evidence to determine the impact of the proposed two storey extension on the amount of light entering the attached neighbouring property. Taking the above into consideration, the Parish Council's support for this planning application is therefore conditional upon: 1. the proposed two-story extension not extending beyond the length of the property's (No.7 Quantock Way) existing conservatory; and 2. evidence being provided by a suitably qualified professional person, to determine that the proposed two storey extension does not give rise to material harm to the residential amenity of the attached neighbouring property (No.8 Quantock Way), by significantly reducing the light entering this property. **Case Ref: 20/23/0032 & 20/23/0033/LB** - Erection of pool house building; garden shed; installation of flue, french doors and glazed screen to the old piggery building; installation of 2 No. conservation rooflights and installation of cast iron rainwater goods to north roof of main barn; revised internal works and re-configuration, including new access between main house and barn, installation of new casement window to be installed on first floor north elevation, at Stonehouse Farm, Edgeborough Farm Road, Staplegrove. Kingston St Mary Parish Council considered the amendments to the above referenced planning applications and resolved to fully support this application. The Parish Council noted the comments of Somerset Council's Conservation Officer concerning the amendments to the original planning application and agreed that they would not harm the setting of the Grade II listed farmhouse.	
5.0	**Matters Outstanding from Previous Minutes –** **i.** **Parish Emergency Plan** – Cllr Darch said the Emergency Plan has been launched and is now on the website and the leaflets have been distributed to all households. She suggested the PC set a date to review the document once a year. The PC agreed and resolved to review the plan annually in September. **ii.** **Noticeboard – Staplegrove Rural Area** – The Clerk said she has no further information regarding the noticeboard. She has resurrected the query	Clerk

		with Somerset Council and is hoping to get more information regarding the process to follow to erect a noticeboard. The Clerk agreed to follow this up.	
	iii.	**D-Day 80th Anniversary Beacon and Fete - 8th June 2024** – The Chair said he has applied for a grant in the amount of £1255.00 to help towards the running costs of the summer fete. Cllr Stripp confirmed a band had been booked and the next job was to book the food vendors. The Council discussed the beacon lighting and how this might work. The options were to join in with West Monkton or explore the possibility of hiring a mobile beacon from the Heritage Centre. The date of the fete was confirmed for Saturday, 8th June and the beacon lighting for Thursday, 6th June.	Chair/Cllr Stripp
	iv.	**State of Hedges and Overgrowth Encroaching on to Highway** – Cllr Boyce said the hedge had been cut back and he also confirmed Highways had cut back the growth along the Kingston Club exterior wall.	
	v.	**Marquee Hire** – The Clerk has been in contact with SALC regarding whether the Parish Council has the power to hire out a marquee. As the Council does not have the General Power of Competence, it cannot hire the marquees out for profit, but it can hire them out and charge a nominal fee to cover costs. The Clerk agreed to advise the Council's insurers of the reinstatement value of the marquees. The Council agreed a hiring fee of £100 per hire/not per day. This would allow the Council to cover its costs. It also agreed the hirer would be responsible for transporting and erecting the marquee as well as returning them dry and in the same general condition. Any damage to the marquee would be the responsibility of the hirer.	
	vi.	**Grit Bins** – The Chair said all 7 grit bins were now in place and 6 of them were empty. He is still trying to get the grit bins filled and determine who the officer in charge is.	
	vii.	**Playing Field Shelter** – The Chair has received a quote for £11k plus installation for a metal replacement shelter. The Council discussed this and agreed to explore a wooden replacement. The Chair said he will ask the supplier for a quote and the Clerk agreed to speak to the insurers to confirm a wooden replacement would be covered.	Chair/Clerk
	viii.	**Tree Inspections** –The Chair advised the Council that Arboricare had provided a revised quote for maintenance work on the oak tree at Tarr Lane. The Council discussed the two competitive quotes and agreed to award the contract to Arboricare. The Clerk agreed to liaise with Arboricare and let them know the Council would like them to carry out the maintenance work on the tree.	Clerk
	ix.	**Flash Flooding and Flood Rapid Response Catchments** – The Council heard a report from a resident about the flooding situation in Yarford. She briefly explained to the Council the history of the drains and water flow in the area where she lived and work that had been carried out on a drain close to her home. She said a new pipe and grid were installed in c2008 to work alongside the existing pipe which had become less effective due most likely to root growth in the pipe. She went on to report that historically the drains have coped with rising and falling water levels based on the amount of rainfall. However, since January this year the water has flooded the road for longer periods than normal even though the ditches further down the road appear not to be at capacity. She said there have been at least three events where the water has come over very badly because the drains haven't coped and it would appear the water isn't going down either pipe. The Council have been out and have investigated the situation and believe the new pipe is running clear but the old pipe is now completely blocked. The resident feels this issue is not going to be solved by regular clearing of the gullies and is now a 'what is happening under the road situation'. She went on to talk about the Parish Stewardship, a programme she has come across in her line of work and one that is currently operated by Hampshire and Wiltshire Councils. These councils employ someone between all parishes whose job it is to carry out maintenance year-round, jobs such as clearing vegetation, ditches, etc and identifying where	Chair

	problems are. She said this is very much an aspiration but felt the situation is likely not to get better on country lanes unless a programme like this can be implemented or the locals start taking on these jobs. Cllr Darch spoke about Somerset Council's Asset and Service Devolution programme which will help relieve some of the financial pressures the Council is under and felt the Parish Steward was a potential model for KSM within our LCN. The Chair agreed to take this forward to the next LCN meeting. Cllr Boyce said that a few people had spoken to him about the pamphlet from the EA which says KSM is in a rapid response catchment area and that they are very worried about this. The concerns are around insurance premiums, property values and the blanket statement that all of KSM is at risk of flash flooding. The Chair said he understood these concerns but that it was right to bring this to the attention of the parish. He said the Parish Council needs to be sensitive on how we progress this matter from now on. x. **<u>Funding for Projects Using Nature to Increase Flood Resilience</u>** – The Chair said he managed to get a quote for looking at natural flood management opportunities in the parish. He has applied for a grant of £28k for this work to be done. The award will be announced early next year.	
6.0	**Gift and Hospitality** – Cllr Stripp talked to the Council about differences in the Members Code of Conduct adopted by Somerset Council and by the Parish Council regarding Gifts and Hospitality. He said the Local Authority was considering reducing the level of reporting for gifts received from £50 to £10. The LGA Code of Conduct which we have adopted as a Parish Council states that we must declare gifts offered of more than £50. The Local Authority Members must also declare gifts offered but not accepted. Cllr Stripp is hoping to clarify the differences between the codes with the Monitoring Officer. He went on to say that any changes made to the LGA Members Code of Conduct would need to be adopted by the Parish Council should we chose to accept the change. We are also able to make changes to the code and adopt our amendments.	Cllr Stripp
7.0	**Anti-Fraud, Bribery & Corruption Policy** – to review and adopt The Council reviewed the Anti-Fraud, Bribery & Corruption Policy and agreed to adopt the policy.	
8.0	**Reserve's Policy** – to review and adopt The Council reviewed the Reserve's Policy and agreed to adopt it.	
9.0	**Draft Budget and Precept for 2024/25** The Chair talked to the Council about his proposed draft budget which has a 40% increase in the precept. This sounds a large increase, but it is only £1 a month for a Band D property. The Chair confirmed the previous increases had been minimal. The Clerk reported the historical precept as follows: 2019/20 - £12,280; 2020/21 - £11,290; 2021/22 - £11,290; 2022/23 - £12,385 and 2023/24 - £14,020. The Councillors agreed that by being an active Council it is providing more support and making improvements to the local community. An increase in the precept was therefore supported. The Council also discussed the devolution of services and the Chair said he had built into the budget a provisional amount of £2,500 for services which the Parish Council may be asked to take over from Somerset Council. One opportunity is the Parish Highways Steward. This model which was discussed under agenda item 5 ix. It was agreed it would be good to have more ownership of the services the community	

	needs but this will come at a cost. The Chair said that even with the 40% increase in the precept, it was still below the average for a Band D property in Somerset. The Council agreed to set a precept of £19,570 for the 2024/25 financial year and approved the budget for the same year.	
10.0	**KSM PC Meetings 2024** The Council agreed to continue to hold its meetings in 2024 on the second Tuesday of each month and no meeting would take place in August.	
11.0	**Local Community Networks** – update The Chair said there was no update on the LCNs and the next meeting was scheduled for 11th December.	
12.0	**Climate Change** – update Cllr Darch said she was pleased the gathering with Simon Drury from Target CO_2 was well attended and thought it was a very successful meeting.	
13.0	**Neighbourhood Plan** – update Cllr Stripp updated the Council on the position of the Neighbourhood Plan (NP). The Strategic Environmental Assessment and Habitats Regulation Assessment have been completed and the Regulation 16 Consultation should commence anytime soon. All the documentation has been uploaded on to the Somerset Council website and the consultation period is likely to straddle the Christmas period so could be open for 8 weeks. Once this consultation is over, the NP is passed on to an independent examiner and then on to referendum.	
14.0	**Kingston Community Partnership** – update Cllr Stripp updated the Council on KCP and said the Good Neighbour scheme (GNs) meeting was very successful and had been well attended. He referred to an article in the meeting papers about the GNs which would be published in the December issue of Link-Up and paid tribute to Nicky Perry who sadly died early this month and was instrumental in establishing the scheme. He went on to say he had applied for funding for the festive fund again this year and hoped to be awarded some funding to support this. Community Orchards and Kingston Black apples are still a topic of discussion, and a member of the Quantock Landscape Partnership is interested in discussing community orchards with KCP. Cllr Stripp has organised a meeting.	
15.0	**Financial Matters -** The Council noted the October bank reconciliation and approved the following payments: • £53.55 – David Stripp, refreshments for the GNs Emergency Plan Meeting • £435.60 – Paul Townsend, 3 x new grit bins • £60.00 - Paul Townsend, 500 x EA Flash Flooding Leaflets • £93.30 - Anne Simpson, food and refreshments for the GNs Emergency Plan Meeting	
16.0	**Items for Next Agenda -** Kingston Relief in Need Charity - Appointment of Trustees Please pass any other 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 – 12th December 2023** The meeting closed at 21.16	
Signed:	**Dated:**	