KINGSTON ST MARY PARISH COUNCIL
MINUTES OF THE ORDINARY PARISH COUNCIL MEETING, HELD ON 23rd JULY 2024
AT THE PLAYING FIELD PAVILION, 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 A Simpson Cllr Stripp Cllr D Darch (Somerset) Mrs K Gibbins (Parish Clerk) Apologies: Cllr S Hancock No members of the public were in attendance.	
2.0	**Councillors' Declarations of Interest** - None	
3.0	**Approval of Minutes of Ordinary Meeting held on 18th June 2024** **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: 20/24/0024** - Replacement and raising of roof, conversion of loft into ancillary accommodation and installation of dormers to the front and rear of 4 Quantock Rise, Kingston St Mary The Council considered the above planning application and resolved to fully support the application. **Case Ref: 20/24/0025/T** - Notification to fell one spruce tree, two elders, one willow and one group of laurel and to coppice one group of laurel within Kingston St. Mary Conservation Area at The Manor House (West Wing), Lodes Lane, Kingston St. Mary The Council considered the above planning application and resolved to raise no objection to the application, as the trees to be felled are in poor condition and their removal will not harm the character of the Conservation Area. However, it was felt that severely coppicing the laurels, at the rear of the garden, will adversely impact the privacy and amenity of some Manor House residents and should be reconsidered. Please note that the Parish Council's full response to the above planning applications can be found on Somerset Council's website or by following the link below. https://www3.somersetwestandtaunton.gov.uk/asp/webpages/plan/plapplookup.asp	
5.0	**Somerset Local Plan -** The Chair said he included the Local Plan on the agenda as it is in progress and the timetable states evidence gathering ends in February 2025. The Chair felt the Council should give some thought to the Local Plan as it may override the Neighbourhood Plan. The Council discussed whether it should submit its views on the plan and felt it was important to do so. The Council agreed to contact the responsible officer to let them know it was happy to work with them in relation to KSM Parish having just completed a Neighbourhood Plan for KSM.	Clerk

6.0	**Matters Outstanding from Previous Minutes -** i. **Internet Banking** – The Council agreed to carry this agenda item forward. ii. **Parish Noticeboards** – The Chair updated the Council on the noticeboards and said he had contacted a local tradesperson who was prepared to make a hardwood notice board for the Council and estimated the cost to be between £1,000-£1,200. The individual will provide a quote for the labour and materials and would like a deposit upfront to pay for the materials. The Council agreed to wait for the quote. The same individual has agreed to refurbish the existing 5 noticeboards and has estimated the cost to be around £100 per noticeboard. The Council felt this was a reasonable cost and agreed to go ahead with the refurbishments. The Clerk pointed out that the noticeboard in Mill Cross may need to be replaced. The Council agreed to ask this same individual to have a look at the village seat with a view to repairing it. iii. **Parish Lengthman -** The Chair said a list of jobs for the lengthsman to do was still required. He felt it was unlikely that the services of a lengthsman would be needed this year. Cllr Stripp asked whether there had been an update on the service devolution from Somerset Council and it was agreed that currently most jobs were being done. The Clerk reminded the Council of previous correspondence from Somerset Council regarding the budget and the devolution of highway services and agreed to forward the correspondence to the Councillors for review. The Council also discussed the work of the Parish Footpath Liaison Officer, and the Clerk reminded the Council of the current position regarding insurance. The Chair said he would put something in Link-Up regarding adopting a footpath. The Clerk agreed to speak with the Footpath Liaisons Officer to get an update on their position as well as the Council Officer to find out if they may have any available volunteers. iv. **Mill Cross Road Markings -** The Chair advised he hasn't heard back from the Traffic Officer. Cllr Darch said the Traffic Officer attended the most recent LCN Highways Working Group meeting and reported in the meeting that any new road lining had to be approved by an external government body, so it was a lengthy process. v. **Improvements to Playing Field Access** – The Chair advised he was still waiting for quotes for the improvements. Cllr Stripp said it would be sensible to have pedestrian access at this access point as well. The Chair said he would look at this. vi. **Mill Meadow Planning Applications** – The Chair advised the Section 106 isn't going to come to Kingston St Mary but will go within Somerset for affordable housing. It looks like the other planning applications are likely to be refused and they might not go to the planning committee either. vii. **Country Lanes Road Markings -** The Chair said the Council is hoping to get a list of the road markings around the parish which need repainting. Cllr Stripp said the directional sign at the end of Whitmore Lane has been damaged. Cllr Darch agreed to report this. **The Chair's Awards for Service to the Community 2024** – The Chair advised the Council its original nominee did not want to accept the nomination, so the Chair has put the Village Hall Committee (past and present) forward instead.	Chair & Clerk Chair Clerk Chair

7.0	**Parish Councillor Vacancies -** The Chair advised the Council it needs to try and recruit a few more councillors. The Council discussed how they might promote the positions and try to drum up interest in them.	
8.0	**Langford Lane Defibrillator/First Aid Training Feedback -** The Chair asked Cllr Simpson to update the Council on the training. Cllr Simpson felt the training was successful and well attended and the trainer was very thorough and good. The members of the Edgeborough community who attended the training were quite keen to get a defibrillator and Smokey Farm was put forward as a potential location. The Council discussed potential locations of additional defibrillators and agreed Smokey Farm in Edgeborough would be a good location. The Chair and Cllr Simpson agreed to go and speak to Smokey Farm. Cllr Simpson will also investigate funding for another defibrillator. Cllr Darch thanked Cllr Simpson, whose husband has agreed to take over the maintenance of the defibrillator, and Cllr Simpson herself for organising the training. The Council felt it would be worthwhile organising another training session next year.	Chair/Cllr Simpson
9.0	**Village Green Seat -** The Chair advised the Council that there is a cleaning rota to look after the village green and village seat and water and electric is required. It was felt that a grant to this working group might be appropriate. The Council agreed to make a grant of £50.00.	
10.0	**Kingston St Mary Rapid Response Catchment Area -** The Chair spoke to the Council about this matter and referred the Council to the notes in the papers and progress made by FWAG. The Chair has gone through the catchment and identified approximately 50 farms. The Council discussed how they might get the message out to more of the local farms and assist FWAG with their endeavours. The Council agreed to write to the local farms and ask for their views and assistance with this matter.	Chair
11.0	**Model Financial Regulations for Local Councils** - The Chair advised the Council that the internal audit identified that NALC had recently published new Model Financial Regulations and the Council should consider adopting these new regulations. The Chair and Clerk agreed to meet and review the new model regs and report back to the Council at its September meeting.	Chair/Clerk
12.0	**Asset and Service Devolution** - The Chair advised the Council is still waiting for additional information from Somerset Council on this matter.	
13.0	**Local Community Network** - update The Chair asked Cllr Darch to update the Council on the recent Highways Working Group meeting. Cllr Darch said having sight of the Highways & Transport Maintenance Programme is very helpful. The only capital programme in our area is at Yarford. She went on to say the Highways Working Group is a very valuable vehicle for the Council and it is where we can raise issues directly and hopefully become more familiar with the responsibilities and activities of Highways. She said she is still waiting for the document around non-revenue projects. The Chair	

	asked if we could put forward areas for potential capital projects, e.g. Park Lane. Cllr Darch suggested we continue to submit local highways problems via the website which will then be prioritised and acted upon if Highways feel they are a priority. The Chair asked Cllr Stripp to update the Council on the activities of the Young People's Working Group which he chairs. He explained the approach the working group is taking which is to survey the young people in the area by way of the 3 secondary schools and the primary school year 6 leavers. There have been 50 responses so far which is really encouraging. The working group is hoping to identify where the gaps are and then put forward a proposal to the LCN with a view to getting funding for the different parishes in the LCN based on the number of 10–16-year-olds in each parish. The Chair confirmed that Cllr Phil Spencer, North Petherton, had been elected Chair of the LCN and Cllr Norman Cavill, Vice Chair.	
14.0	**Climate Emergency –** update The Chair asked Cllr Darch if she wanted to add anything to this agenda item and she said the work with FWAG was most relevant now and the tree register. The Chair advised that Flood Warden Courses are being held online and a visit to either the Bridgwater or Blandford Control Rooms has been organised for anyone interested. The Council discussed the need for flood wardens and agreed the Good Neighbours Scheme, the Emergency Plan and all the awareness raising already done by the Council and EA so far was more relevant. The Clerk agreed to forward the e-mail to all Councillors.	
15.0	**Neighbourhood Plan** – update The Chair asked Cllr Stripp to update the Council on the NP. Cllr Stripp suggested the Council have a look through the policies and statements of intent on the plan in the next few months to make sure all the Councillors understood what the policies are saying, what the implications are and what actions the Council might take to follow up on them. Cllr Stripp then referred the Council to the list of actions under each of the headings which he felt came out of the plan as potential actions. He felt these should be considered when looking through the policies over the next few months. Cllr Stripp suggested a plan of action should be drafted up for each topic area to ensure the NP is being implemented. The Council agreed to look at 3-4 policies at each meeting and include the policies in the meeting papers so that Councillors have read them prior to the meeting and can discuss the policies at the meeting.	Cllr Stripp
16.0	**Kingston St Mary Community Land Trust –** update The Chair advised the Council that the CLT had its first general meeting where the structure of the trust was discussed, and members were updated on the CLT. It was agreed an election will be held at a meeting in September and Cllr Stripp said there were currently 30 members. The possibility of a community orchard was also discussed at the meeting. The purpose of the CLT is to encourage affordable housing and to try and secure land for an active travel route. The Council agreed to budget a small amount of money in next year's budget for the CLT.	

17.0	**Kingston Community Partnership** – update Cllr Stripp said there wasn't any update other than the very successful first aid training course organised by Cllr Simpson which was discussed earlier. Cllr Stripp said the KCP treasurer had stepped down and a new treasurer was needed.	
18.0	**Financial Matters –** The Council noted the monthly bank reconciliation and approved the following payments: • £243.98 – Somerset Council, emptying of dog waste bins for Qtr 1, 01APR24-30JUN24, 2 x bins emptied once weekly • £55.00 – KSM Village Hall, hire of hall for the Annual Parish Meeting and NP Open Meeting, 25th April, 2024 • £150.00 – J W Heayns, installation of safety barriers • £216.00 – Anne Simpson, Empire First Aid Training, onsite first aid training fee • £408.34 – HMRC, Clerk's PAYE for APR/MAY & JUN 2024 • £500.00 – Link-Up, annual PC contribution (year 2) as agreed on 11th July 2023 • £123.60 – Jill Larcombe, Internal Audit fee for 2023/24	
19.0	**Items for Next Agenda –** Please pass any agenda items to the Clerk before the next meeting.	
20.0	**Items for Link-Up and KSM Website –** The Chair will submit a write up for Link Up.	
21.0	**Date of Next Meeting – 10th September 2024** The meeting closed at 20.53	
Signed:		
Dated:		