KINGSTON ST MARY PARISH COUNCIL
MINUTES OF THE ORDINARY PARISH COUNCIL MEETING, HELD ON 18th JUNE 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 S Hancock Cllr A Simpson Mrs K Gibbins (Parish Clerk) Apologies: Cllr Stripp, Cllr D Darch (Somerset) Three members of the public were in attendance.	
2.0	**Guidelines and Restrictions During the Pre-Election Period** The Chair reminded the Council of the guidelines and restrictions in place during the election period.	
3.0	**Councillors' Declarations of Interest** - None	
4.0	**Approval of Minutes of Ordinary Meeting held on 14th May 2024** **Resolved:** The minutes of the meeting were approved and will be signed as a true record at a future date.	
5.0	**Planning** **a) Applications -** **Case Ref: 20/24/0017/T** - Notification to fell two larch trees within Kingston St. Mary Conservation Area at Badgers Hay, Lodes Lane, Kingston St. Mary Decision of No Objection - Trees was made on 17/06/2024. **Case Ref: 20/24/0019** - Erection of cattery building at Park Lane Nurseries, Park Lane, Kingston St Mary The Council considered the above referenced planning application and resolved to fully support it. **Case Ref: 20/24/0020** - Change of use of annexe into 1 No. separate dwelling at Woodcock Lodge, Mill Meadow, Parsonage Lane, Kingston St Mary The Council considered the above referenced planning application and resolved to fully support it. **Case Ref: 20/24/0021/T** - Notification to fell one cypress tree within Kingston St. Mary Conservation Area at the Manor House, Lodes Lane, Kingston St. Mary The Council considered the above referenced planning application and raised no objection to it. **Case Ref: 20/24/0022/LEW** - Application for a Lawful Development Certificate for the existing residential occupation of Smokey Lodge as 1 No. dwelling at Smokey Barton Farm, Dodhill Lane, Staplegrove The Council considered the above referenced planning application and resolved to fully support it. 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	

6.0	**July Planning Committee Meeting –** The Chair advised the PC that there are a number of Mill Meadow applications being considered at the moment which the PC has supported. The applicant thinks they may be refused by planning and has asked for the applications to go before the Planning Committee. The next Planning Committee meeting is scheduled for 16 July and the Parish Council agreed that Cllr Townsend and Cllr Stripp will attend the meeting and speak on behalf of the Council in support of the applications.	Chair / Cllr Stripp
7.0	**Mill Meadow Section 106 Agreement –** The Chair advised the Council the applicant would like the S106 money to be spent within the Parish and is having difficulty negotiating this with Somerset Council. The money would go towards affordable housing in the parish. The Council agreed to send a letter to Somerset Council supporting the applicant's wishes and referring to the recently made Neighbourhood Plan.	Chair
8.0	**Matters Outstanding from Previous Minutes –** i. **Internet Banking** – The Council agreed to carry this agenda item forward. ii. **Parish Noticeboards** – The Council discussed the options for a noticeboard for the Staplegrove area. The Chair outlined the approximate costs associated with the different materials: i.e. oak - £2,200; recycled plastic - £1,700 or aluminium - £900. The Council agreed to put a request to the parishioners and to the contractor who built the playing field pavilion to see if there may be a local craftsperson/business who might be interested in building one. The Council decided if no interest is shown, it will purchase an aluminium noticeboard. iii. **Parish Lengths Man –** The Chair asked the Council if anyone would like to pick this up after the resignation of Cllr Chicken. The Council decided it needs to agree what jobs it would like the lengths man to do. The Council also discussed the existing Parish Paths Liaison (PPL) position. It was agreed the 2 jobs should remain separate. The Council agreed to put a notice in Link-Up thanking the existing PPL and asking whether there was anyone interested in taking on this role. Another suggestion was to introduce an 'Adopt a Foot Path Scheme' and it was agreed to discuss this at a later time. iv. **Mill Cross Road Markings –** The Chair advised this has been reported to Highways and an Officer is going to have a look at it. v. **Improvements to Playing Field Access** – The Chair has requested quotes from 2 different contractors to improve access to the playing field entrance. vi. **Speed Indicator Device Repair and Upgrade** – The Chair advised the SID has been repaired, upgraded, returned and reinstalled. vii. **Car Parking Complaints –** The Chair advised PCSO Smith had investigated the car parking complaints and felt no action was required. The Council wasn't sure if the PCSO had fully understood the concerns which had been raised. The Council agreed to collect additional evidence and present this evidence to the Highways Officer.	Chair Chair/Whole Council
9.0	**To Review and Note the Internal Audit Report –** The Council reviewed, noted and approved the Internal Audit Report.	Clerk
10.0	**Annual Governance and Accountability Return 2023/24 – (AGAR)** a. **Section 1 - Annual Governance Statement 2023/24** - The Parish Council noted and approved Section 1 of the AGAR.	Chair

	b. **Section 2 – Accounting Statements 2023/24** - The Council noted and approved Section 2 of the AGAR.	
11.0	**Country Lanes Road Markings –** Cllr Boyce voiced concerns from a parishioner regarding road markings on the lanes being quite faded and because of that rather dangerous, and particularly the markings at the crossroads at the top of Church Lane. The Council discussed this concern and Cllr Simpson agreed to take pictures and document the areas where the markings/road signs are problematic and could present a danger to road users.	Cllr Simpson
12.0	**The Somerset Wood –** The Chair introduced Cllr Batsch, Chair of Cheddon Fitzpaine Parish Council, who spoke to the Council in detail about Maidenbrook Country Park, the history of the park, the operation of it, the development of the Somerset Wood and the ongoing funding requirements of the country park. The Council thanked Cllr Batsch for his time and very interesting discussion about the country park but decided it was not able to donate towards the park's funding as it was outside of the parish. The Council agreed to promote the park where possible and encourage the residents of Kingston St Mary to use it.	
13.0	**The Chair's Awards for Service to the Community 2024** – nominations The Chair advised the awards are coming up again in October and that Cllr Stripp recommended the Council put forward the individual who has been cutting the playing field day in and day out without any reward or recognition. The Council agreed and the Chair said he would contact this individual to ask if they would be happy to be nominated.	Chair
14.0	**Kingston St Mary Playing Field Accounts** – approval The Chair spoke to the Council about the accounts and explained the position. He said the playing field had not had any money from the PC in the last two years and that funds were getting a bit tight at the minute. The Council agreed and approved the accounts.	
15.0	**Kingston St Mary Playing Field Improvements** – The Chair said that the PC can borrow money from the Public Works Loan Board and that the toddler area requires replacing. This project could be funded through a loan, section 106 monies and the Parish Council reserves. The Council discussed putting together a long-term plan for the playing area and agreed improvement was long overdue. It was agreed the Council should work together with the Playing Field Committee. The Council agreed in principle that a loan would be acceptable, but it would have to be the last resort after all other areas of funding had been explored and exhausted.	
16.0	**Asset and Service Devolution** – The Chair said this is behind schedule and Somerset Council needs to be chased up to find out where they are with this.	Chair
17.0	**Local Community Network** – update The Chair advised the Council the next meeting of the LCN was scheduled for 19 June at the Broomfield Village Hall. He referred to the agenda which was in the meeting papers which included a review of the LCN's first 12 months.	
18.0	**Climate Emergency –** update	

	Somerset Councillor Darch covered this agenda item in her report in the public forum prior to the start of the formal meeting.	
19.0	**Neighbourhood Plan** – update The Chair advised the Council the Neighbourhood Plan was formally made on 23 May at the Planning Transport Sub Committee meeting. The Chair and the Council thanked Cllr Stripp for all his hard work and all the others involved in putting the plan together.	
20.0	**Kingston Community Partnership** – update The Chair asked Cllr Simpson to update the Council on the activities of KCP. Cllr Simpson confirmed she has arranged for the Council and Good Neighbour Volunteers to be given training around CPR and the use of the defibrillator. The training will be held on the 17th July in the Village Hall starting at 18.30. Cllr Simpson also asked the Council to consider whether additional defibrillators should be considered for the parish and this was discussed.	
21.0	**Financial Matters –** The Council noted the monthly bank reconciliation and approved the following payments: • £789.09 - Zurich Insurance Company Ltd, Annual insurance premium • £324.00 - Character Graphics, Summer Fete • £595.29 - David Stripp, Angel Art and other Summer Fete expenses • £912.00 - Elan City – Repair/Upgrade Speed Indicator Device • £234.94 - Elan City – Carriage/Inspection Speed Indicator Device • £226.46 - Bin Shop Kingfisher Direct Ltd – Safety Barriers • £4,053.00 – D Greenslade Landscape Gardener, 50% balance for construction of wooden shelter on KSM Playing Field	
22.0	**Items for Next Agenda –** Please pass any agenda items to the Clerk before the next meeting.	
23.0	**Items for Link-Up and KSM Website –** The Chair will submit a write up for Link Up.	
24.0	**Date of Next Meeting – 23rd July 2024** The meeting closed at 21.05	
Signed:		
Dated:		