KINGSTON ST MARY PARISH COUNCIL
MINUTES OF THE ORDINARY PARISH COUNCIL MEETING, HELD ON 8th OCTOBER 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 Cllr D Stripp Cllr D Perry (Somerset) Mrs K Gibbins (Parish Clerk) Apologies: Cllr D Darch (Somerset) 3 members of the public were in attendance	
2.0	**Councillors' Declarations of Interest -** Cllr Stripp declared an interest in Agenda Item 9 - Condition of Kingston Stream	
3.0	**Approval of Minutes of Ordinary Meeting held on 10th September 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: 20/24/0031** - Formation of opening in rear gable wall with installation of french doors with glass Juliet balcony, replacement of windows with french doors in dining room and formation of opening and installation of window in stairwell at Cala, Kingston Road, Kingston St Mary The Council considered the above planning application and resolved to fully support the application. **Case Ref: 20/23/0018** - Variation of Condition No. 03 of application 20/94/0025 to allow for the annexe to be used as a holiday let as well as ancillary accommodation to the main dwelling at Pickney Farm, Kingston St Mary The Chair advised the Council this planning application had been withdrawn. **Case Ref: 38/24/0295** - Application for approval of reserved matters following outline application 34/16/0007 for the appearance, landscaping, layout and scale for the northern ecological buffer, public open space, drainage and landscaping for Staplegrove West Phase 1, north of Staplegrove Road, Taunton The Council considered the above planning application and resolved to make no comments. 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	**Matters Outstanding from Previous Minutes -** i. **Internet Banking** – The Council agreed to carry this agenda item forward. ii. **Parish Lengths Man** – The Council continued its discussion about the Kingston Stream and whether the clearing of the gully might be a job for a lengths man. The Council resolved to use a lengths man on an ad-hoc basis only and when a job(s) needed to be done. The Council discussed how jobs might be identified and	Chair/Clerk

		thought a section on the Kingston St Mary website or Kingston Local may be possible ways of reporting issues.	
	iii.	**Mill Cross Road and Country Lane Markings** – The Chair advised he still hasn't had a response.	
	iv.	**Improvements to Playing Field Access** – The Chair is waiting on a quote for improvements to the vehicle access and will also look at getting a quote for pedestrian access when the vehicular gate is closed.	Chair
	v.	**Somerset Local Plan –** The Chair referred the Council to the papers regarding the Council's submission to the Local Plan reflecting KSM's NP. He agreed to draft up a summary and bring it to the next meeting. The Council discussed the settlement boundary and the Chair agreed to put together a paper outlining the Council's recommendations on the boundary.	Chair
	vi.	**Langford Lane Defibrillator** – The Chair thanked Cllr Simpson for all her hard work in sourcing a third defibrillator for the parish. The Chair agreed to register the defibrillator and return the necessary paperwork as proof the defibrillator was in situ. The Chair agreed to put an article in Link Up pointing out where the defibrillators in the Parish are located.	Chair
	vii.	**Parish Council Vacancies** – The Chair asked if there had been any interest. The Parish Councillors agreed to continue to look for possible new Councillors**.**	Whole Council
	viii.	**Finger Posts** – The Clerk advised the Council she had sent an e-mail to a member of the parish who might have been able to fix the fingerposts but unfortunately this individual does not have the necessary expertise. He sent her more info on the restoration of the fingerposts and suggested she contact the CPRE as it may have funding available for this type of work. The Clerk contacted the CPRE and was told there will be funding available next year and if we get the CPRE quotes it will look at setting money aside for us. The Clerk has contacted other parishes which have had fingerposts restored to find out who has done the work for them. The Clerk will request quotes from the recommended suppliers.	Clerk
	ix.	**Active Travel Routes/Footpath updates –** The Chair advised he is waiting for a quote from Mr Stevenson, Ranger, Quantock Hills National Landscape Team, who attended the PC's September meeting.	
	x.	**2025 Parish Council Meetings –** The Clerk referred the Council to the proposed meetings dates for 2025 and reminded them of the need to decide upon a date for the July meeting. The Council agreed to 29th July 2025. The Clerk said she would advise the VH and webmaster of the 2025 meeting dates.	Chair
	xi.	**Emergency Plan –** The Chair asked the Councillors to look at the updated Emergency Plan and get back to Cllr Darch with any comments.	Whole Council
6.0	**Parish Council Scheme of Allowances –** The Chair reported that some Town and Parish Councils pay their Councillors an allowance and the amount depends on different criteria. He asked the Council whether they would like to receive an allowance for their role as Councillors. The Council discussed this and agreed they did not wish to participate in the Parish Council Scheme of Allowances.		
7.0	**Annual Governance & Accountability Return (AGAR) for the year ended 31 March 2024 –** to consider the final external auditor report and decide what action is required		

	The Chair asked the Clerk to talk to the Council about the AGAR. She advised the auditors, PKF Littlejohn, had submitted its final report and had flagged up one item, an outstanding cheque that should have been written back. The Clerk said she would ensure this cheque was accounted for correctly in next year's AGAR. The Council noted the report and agreed with the required action proposed by the Clerk.	
8.0	**Link-Up Board Meeting –** The Chair advised he had attended the Link-Up Board meeting. At the meeting the Board reported that they need to replace the secretary and treasurer and if they are not able to find replacements it may need to close. The Board has asked for the PC's help in finding suitable replacements. The Parish Councillors agreed to see if they could recommend any potential people.	Whole Council
9.0	**Condition of Kingston Stream –** The Chair asked the member of public to speak to the Council about this agenda item. He explained there have been lots of meetings and discussions regarding the condition of the stream but no real positive movement ahead. Under the circumstances he felt it was necessary to put forward a proposal hoping for a pragmatic approach taking into consideration the situation Somerset Council finds itself in resource wise. The proposal is to get volunteer organisations involved to take on a degree of responsibility starting with the routine of going round and checking and just clearing the pinch points where there is a bottleneck in the waterflow which upsets the balance. The Chair mentioned that any volunteers would require to be properly trained and insured, and this was not practical and would be very costly. The Chair said the Council could approach Kier, Somerset Council's contractors, to quote to clear this gully and silt trap to ensure the water doesn't pool on the road as this is dangerous particularly in the winter months. This of course might not resolve the issue of the water way being managed routinely to ensure water is flowing freely. The Council resolved to get a quote to see how much it would cost to clear the silt. The member of the public said he was keen on having someone with responsibility to operate the sluice effectively to ensure the water is flowing freely.	Chair
10.0	**FUNFEST @ Maidenbrook 2025** The Chair advised the Council had an e-mail from West Monkton Parish Council about its FunFest and have invited us to a meeting to talk about whether we might get involved with this event. The meeting is scheduled for 6th November. The Parish Council agreed to send the Chair to represent KSMPC at the meeting.	Chair
11.0	**Asset and Service Devolution** – update The Chair said there was nothing to report.	
12.0	**Local Community Network** – update The Chair asked Cllr Stripp to talk to the Council about the Children and Young Peoples Working Group which he chairs. He summarised the youth provision in the LCN member Councils. The recommendation is for each member Council to set aside approximately 5% of its Precept to put toward youth provision this year. Cllr Stripp discussed the youth provision survey which the group has conducted and confirmed they had received 67 survey responses. He advised that SALC was at	

	the last LCN meeting and has funding available for community activities. The Working Group is applying for a grant for up to £2k to instruct youth agencies to run further research such as focus groups and going into the community to talk to young people and find out what provision they want. The group will then put together a proposal to take to the LCN meeting in January. SALC has said it will match fund up to £35K towards innovative projects. This SALC funding and the funding committed by the member Councils will hopefully fund new provision in our LCN based on the feedback from young people. The Chair said this would equate to about £1k from KSM PC and the Council agreed to build this amount into its 2025/26 budget.	
13.0	**Climate Emergency** – update The chair asked the Councillors to read the notes on climate provided by Cllr Darch in their free time.	Whole Council
14.0	**Neighbourhood Plan** – update The Council agreed they needed to set aside a session to talk about the NP policies and it was agreed the first 3 policies would be discussed at the November meeting and these would be put on the agenda.	Council
15.0	**Kingston St Mary Community Land Trust** – update Cllr Stripp reported that the CLT now has a Board of Directors which was elected at the last meeting. The CLT now needs to focus on an activity to give the group some momentum. A community orchard might be a good project to start off with.	
16.0	**Kingston Community Partnership** – update Cllr Stripp reminded the Council of the different activities the KCP is involved in. He praised the community café and single lunches and commended the organisers and said these two community activities were going from strength to strength. Cllr Stripp said the VH was booked for 15th November to bring the youth of the village together to let them talk about what they would like to see happen in the village for their age groups. Cllr Stripp also reported back on the awards ceremony he attended where the VH committee past and present received an award for their services to the community.	Cllr Stripp
17.0	**Financial Matters –** The Council noted the monthly bank reconciliation and approved it as well as approved the following payments: • £252.00 – PKF Littlejohn LLP, Professional services rendered in connection with the following: Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2024 • £900.00 – London Hearts, DHSC - Mindray C1A Fully Automatic Defibrillator & External Heated Cabinet with keypad lock • £650.00 – Mr E E Goretzki, repairs to village green seat • £200.00 – Mr R Gothard, fee for storage of village marquees for the period from 1 April 2023 to 31 March 2025 • £600.00 - Mr E E Goretzki, 50% deposit for construction of another parish noticeboard •	
18.0	**Items for Next Agenda –** Draft budget, Neighbourhood Plan Policies, Local Plan Please pass any additional agenda items to the Clerk before the next meeting.	

19.0	**Items for Link-Up and KSM Website -** The Chair will submit a write up for Link-Up.	
20.0	**Date of Next Meeting - 12th November 2024** The meeting closed at 20.43	
Signed:		
Dated:		