KINGSTON ST MARY PARISH COUNCIL
MINUTES OF THE ORDINARY PARISH COUNCIL MEETING, HELD ON 29th JULY 2025
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 Mrs K Gibbins (Parish Clerk) Cllr D Perry (Somerset) Apologies: Cllr N O'Donnell (Somerset) 2 members of the public, including Ms D Darch, were in attendance	
2.0	**Councillors' Declarations of Interest -** None	
3.0	**Approval of Minutes of Annual Parish Council Meeting held on 10th June 2025** **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: 20/25/0012 -** Erection of a two storey link extension between The Barn and Rose Cottage with conversion of 2 No. dwellings into 1 No. dwelling at The Barn, Grove Farm, Pickney Lane, Kingston St Mary The Council resolved to fully support this application. **Case Ref: 20/25/0018/LB -** Installation of an electric vehicle charging point on the wall to the rear of The Old Tannery, Edgeborough Farm Road, Staplegrove The Council resolved to fully support this application. **Case Ref: 20/25/0021 -** Erection of garage block of 5 No. single garages for private use to serve Plots 14-18 at Mill Meadow, Parsonage Lane, Kingston St Mary The Council resolved to fully support this application. Please note that the Parish Council's full response to the above planning applications and planning appeals 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 forward. ii. **Enhanced Highways Maintenance** – The Chair advised he received an e-mail saying the PC can paint white lines on the road at Mill Cross if they approach Somerset Highways. The Enhanced Highways Maintenance trial will be coming to an end in October. iii. **Finger Posts** – The Clerk advised the order was placed on 11th June and there is a 12-week lead time. She will contact Somerset Forge prior to the September meeting to get an update from them. The Council discussed ways to ensure the new finger post at Whitmore Lane is least likely to be damaged by large farm equipment. The Council agreed to make Smokey Farm aware that the finger post was going to be replaced. They also	Clerk/Chair

	thought it might be a good idea to erect a bollard on the corner to provide added protection for the fingerpost. iv. **Asset of Community Value** – The Chair confirmed The Swan at Kingston has been made an Asset of Community Value for another 5 years. v. **Kingston Road –** The Chair advised there is a drop-in meeting at the Village Hall on Thursday from 13.30 – 18.00 should anyone wish to speak to a W&WU representative about the gas mains works. vi. **Noticeboard** – The Clerk advised the Council will be approving the payment for the admin fee this evening. Once the payment is received by Road Records, a notice to erect a noticeboard will be published at the site. After a month, if no objections are received, the noticeboard can be erected. There may also be a legal fee of £350 to pay. The Clerk said she will endeavour to find out whether the Council will be liable for this fee. **vii.** **Playing Field Shelter** – The Clerk advised she has now received four quotes for the playing field shelter, and she will pass them on to Zurich. The quotes vary in price from the least expensive, £7,000 + VAT to the most expensive £15,950 + VAT. viii. **Local Government Boundary Commission for England** – The Chair advised the Boundary Commission has proposed Kingston St Mary and Cheddon Fitzpaine should be in a ward called Taunton and Staplegrove. Although both Kingston and Cheddon would prefer to be in a ward which is based around the LCN this is unlikely to happen and there is really nothing which can be done about this. It is for the most part a numbers game and we must be included in a ward with a parish with a larger population. The Chair would like to propose the name be changed to Cheddon Fitzpaine, Kingston St Mary and Staplegrove or Cheddon, Kingston and Staplegrove. The Council agreed and the Chair will submit this recommendation. ix. **Somerset Council Chair's Awards for 2025** – The Chair advised the 2 individuals have agreed to be nominated and he has put the nomination forward. He hopes to hear back in August.	Clerk Clerk Chair
6.0	**Speed Indicator Device** – Buncombe Hill's 20 mph zone The chair advised the Council has CIL money of approximately £6,000 which might be well spent on a second SID to be positioned on Buncombe Hill. The Council discussed this matter in detail and where the SID might be sited. The approximate cost for another SID would be £3,000 + VAT. The Council agreed to approach the homeowner to gauge their response to having a SID sited on or near their property.	Chair
7.0	**Bowey's Lane Footpath** – Poor condition of stiles The Council discussed the condition of the stile. It was agreed it was the responsibility of the landowner to maintain stiles on their property. The Chair agreed to contact the landowner about the stile.	Chair
8.0	**Dog Fouling on Playing Field** Cllr Boyce talked to the Council about a recent incident which happened on the playing field. In short, dog owners are using the playing field, which is not permitted. He went on to say, the Chair had advised him, the Playing Field Trustees had decided on the rules and regulations some years ago which included not to allow any dogs or animals on the playing field. It would appear people are not aware of this and possibly do not know why dogs are not allowed. The Council discussed this and what actions it might take to inform the community. The Council agreed to improve the signage on the playing field and draft up a message to put in Link-Up regarding the situation. It agreed to get the approval of the playing field committee prior to cascading this information to the KSM community.	Chair/Cllr Simpson

9.0	**Parish Council Highway Works** – Licence Application & Volunteer Training The Chair advised that if we want to do any work on the highways like cleaning signs, clearing weeds, cutting grass and hedges, clearing gullies, snow clearing and litter picking we must apply for a licence. This process will require filling in a form online and providing evidence of when, where and who, whether trained and proof of insurance. A response will be received in 10 days whether the work can be undertaken. This is the procedure Somerset Highways has agreed upon for Parish Councils wanting to undertake highway works. The licence can be for a period of up to a year, and all volunteers need to undertake the training, which is free. There is a Highway Volunteer Handbook which is given to those who undertake the training. The Chair agreed to find out more about the training.	Chair
10.0	**St Mary's Church Flower Festival** – Village Activities Theme The Chair advised the Parish Council has been asked to provide a floral display for the St Mary's Church Flower Festival and Cllr Simpson has agreed to do this. A map of the Parish will appear behind the display. Cllr Simpson encouraged everyone to attend the event on Saturday if they can.	Cllr Simpson
11.0	**Somerset Council's Local Transport Plan** – Consultation The Chair asked DD to talk to the Council about Somerset Council's Transport Plan. DD said she had read the 60-page document and circulated her summary of it. She referred the Council to the Chair's draft response which was informed by the plan and her summary. In general, the Council was very positive about the plan, and the Councillors went on to discuss how it will affect Kingston St Mary as a rural settlement and the small rural lanes in the parish and the conditions of these lanes. The Council agreed for the Chair to make a few amendments to its draft response and submit it.	Chair
12.0	**Climate Emergency** – Update and Climate and Emergency Action Plans DD circulated the responses she has received from the community. She suggested they should be included in the Climate Action Plan if the Parish Council agreed. The Council discussed the responses and agreed to include the comments in the plan. DD to update plan and pass it back to the PC for final approval.	DD/Whole Council
13.0	**Playing Field Committee** – update Cllr Simpson provided an update on progress with the playing field. She advised she has been successful at getting a grant for £2,000 from Somerset Community Foundation to buy a storage container. She and the chair visited a supplier in Exeter and have found one they are interested in. She has also obtained a second quote. The container, once purchased, will be sited by the gate. Bookings for the pavilion are increasing, which is good, but it might become necessary in the future to set up a website to promote the pavilion with an online booking system like the Village Hall website.	Chair/Cllr Simpson

14.0	**Local Community Network** – update The Chair advised nothing to report other than the next meeting will be held on 24th September.	
15.0	**Neighbourhood Plan** – Review of KSM NP Policies The Chair advised the Parish Council had reviewed the remaining NP Policies at its last meeting.	
16.0	**Kingston St Mary Community Land Trust** – Update Cllr Stripp advised nothing to report.	
17.0	**Kingston Community Partnership** – Update Cllr Stripp said the fete was a great success. He went on to say there is a meeting tomorrow evening to discuss the fete and how it can be improved for next year. A date also needs to be agreed.	
18.0	**Financial Matters -** The Council noted the monthly bank reconciliation and approved it as well as approved the following payments: • £165.00 – Somerset Council, Road Records licence admin fee for a new noticeboard at KSM, reference G002023 • £30.00 – KSM Village Hall, hire of hall for Annual Parish Meeting and Open Meeting on 22 May 2025 • £140.40 – Somerset Council, emptying of dog waste bins for Qtr 1, 2025, 01APR25-30JUN25 • £68.80 – HMRC, Clerk's PAYE and NI payment for 06/05/2025 to 05/06/2025	
19.0	**Items for Next Agenda -** Please pass any other 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 - 9th September 2025** The meeting closed at 20.58	
Signed:		
Dated:		