

**KINGSTON ST MARY PARISH COUNCIL**  
**MINUTES OF THE PARISH COUNCIL MEETING**  
**HELD AT THE VILLAGE HALL ON MONDAY 11 JUNE 2018**

Item Nr	Item	Action By
1.0	<p><b>Election of Chairman</b></p> <p>As agreed at the Annual Parish Council Meeting held in May 2018, the Chairman position will rotate in alphabetical surname order, at each meeting and whomever is elected will remain as Chair until the next meeting.</p> <p>The Chairman for the June 2018 meeting is therefore, Cllr Farnham who duly signed the Declaration of Office which was witnessed by Miss Roche (Parish Clerk).</p> <p>The Clerk was requested to create a Chairman rota. If the nominated Chairman is not available to chair their respective Parish Council meeting and to be the Chair for the following month, then they are to find a Councillor willing to be Chairman and forward all correspondence received during the month, to the respective Councillor.</p>	Clerk
2.0	<p><b>Attendance and Apologies</b></p> <p>In attendance:  Cllr S Farnham (Chairman)  Cllr N Bradshaw  Cllr J Clarke  Cllr A Wilcox  Miss C Roche (Parish Clerk)  Cllr R Williams (SCC Councillor)</p> <p>Three Members of the Public attended the meeting.</p> <p>Apologies received from:  Cllr M Anderson  Cllr J Marsh  Cllr R Stokes  Cllr K Taylor  Cllr N Townsend (PC and TDBC Councillor)  Cllr C Tucker (TDBC Councillor)  PCSO T Wearmouth (Avon and Somerset Police)</p>	
3.0	<p><b>Councillors Declarations of Interest in Any Agenda Item</b></p> <p>None.</p>	
4.0	<p><b>Police Update</b></p> <p>The Clerk advised that she had not received a report from the Police, prior to the meeting.</p>	
5.0	<p><b>SCC Councillor Update</b></p> <p>Cllr Williams made the following report to the Parish Council:</p> <ul style="list-style-type: none"> <li>❖ TDBC/West Somerset merger has now been approved by central government</li> <li>❖ The consultation regarding TDBC ward boundary was still ongoing</li> <li>❖ Bid for Small Improvement Scheme to improve highway issues within the parish will be finalised in summer 2018</li> <li>❖ <b>The June 2018 Briefing Sheet issued by SCC Leader indicated free water tap refill stations at County Hall and other SCC locations and future of libraries in Somerset consultation ends on 13 June 2018</b></li> </ul>	
6.0	<p><b>TDBC Councillor Update</b></p> <p>The Clerk advised she had not received a report from Cllr Townsend prior to the meeting.</p>	

7.0	<p><b>KSM Playing Field Lease</b></p> <p>The Lease was reviewed and it was agreed to monitor mud on the highway during winter 2018/2019 and if need be, arrange for the highway to be jet washed. Highway cleansing in Leach's Field to be included on Environment Issues Register. Item closed.</p> <p>The Playing Field Committee Chairman brought the Parish Council up to date as follows:</p> <ul style="list-style-type: none"> <li>❖ Toddler multi-play equipment had been repaired. Repairs are in progress for the basketball hoop and the junior swings</li> <li>❖ Pavilion will be painted externally and internally in summer 2018. There are plans to repaint the toddler area fence</li> <li>❖ The Pavilion hot water heater was leaking and required replacing</li> <li>❖ The Playing Field Committee Treasurer had resigned and the Playing Field Chairman would be resigning, by end 2018. New volunteers were required</li> <li>❖ The Hinckley Community Fund application may not now go ahead due to lack of volunteers able to progress the necessary paperwork</li> <li>❖ The two cheques the Parish Council issued in May 2018 have been lost. Replacement cheques required</li> </ul>	Clerk
8.0	<p><b>GDPR</b></p> <p>The Clerk advised that the following would be required to ensure GDPR compliance:</p> <ul style="list-style-type: none"> <li>❖ Information audit (summary of personal information held by the Parish Council, the reason for and format it is held in, and retention period</li> <li>❖ Data Protection Policy</li> <li>❖ Privacy Statement</li> <li>❖ Data Processing and Rights of the Data Subject procedure</li> </ul>	Clerk
9.0	<p><b>Environmental Issues</b></p> <p>The Environmental Issues Register was reviewed and it was agreed to seek a quote for weed killing treatment of Leach's Field and Sawyers Leigh and general tidy up of highway, thereafter. Clerk to arrange quote.</p> <p>Cllr Wilcox confirmed that the Woodlands Trust will be dealing with the trees overhanging the highway at the Spinney were being dealt with. Also, it was hoped that the Woodlands Trust would at the same time, deal with the vegetation growing at the base of the Spinney wall.</p>	Clerk
10.0	<p><b>Approval of Minutes of Previous Meeting dated 14 May 2018</b></p> <p><b>Resolved:</b> The Minutes were approved and signed as a true record.</p>	
11.0	<p><b>Matters Arising</b></p>	
11.1	<p><b>Playing Field Vandalised Signs</b></p> <p>At the October 2017 meeting, it was Agreed in Principle to pay for three signs including posts and concrete to be erected at the Playing Field. The Member of the Public showed the Parish Council two artworks that the children had produced for the Playing Field and for outside the Primary School's main entrance. The Member of the Public agreed to arrange for the three signs to be made + the two extra signs would be made free of charge. It was agreed that the Member of the Public would either pay for the signs and reclaim from the Parish Council or send the Clerk the invoice, for payment to be made. Clerk to follow up.</p>	Clerk
11.2	<p><b>Highway Issues</b></p> <p>At the April 2018 meeting the following was discussed:</p> <ul style="list-style-type: none"> <li>❖ Traffic speed through Kingston St Mary is a major concern for villagers</li> <li>❖ A bid was being made through the Small Improvement Scheme to introduce a 40mph speed limit along Kingston Road, to extend the 30mph speed zone and to introduce a 20mph speed zone within the village. Cllr Williams is supporting the bid</li> <li>❖ SCC Parking and SIDs Officer had confirmed that Parish Councils may purchase a SID</li> <li>❖ Speed Indicator Device (SID) - fund raising to enable the Parish Council to purchase a device would commence. The Parish Council confirmed that the cost of buying a device was beyond its reach</li> <li>❖ It was confirmed that Cheddon Fitzpaine PC would be willing to work with Kingston St Mary PC, to purchase a SID</li> </ul>	

11.2 cont.	Cllr Farnham advised that SCC Highways had laid carriageway limit lines on both sides of the road and had removed the central dotted line in front of Carla to St Mary's Cottage, thereby alerting drivers to the narrow road width. Also, the central dotted line near the Garage has worn away and SCC Highways has been requested that the white lines be relaid. However, concern was raised by Cllr Bradshaw regarding pedestrian safety through the village. Cllr Williams suggested that Cllr Bradshaw contacted the Community Plan Group who were liaising with him on highway improvements.	Cllr Bradshaw
11.3	<p><b>North Taunton Urban Development</b></p> <p>At the February 2018 meeting, Cllr Stokes advised the Parish Council of the following:</p> <ul style="list-style-type: none"> <li>❖ Funding of £7.2 million has been pledged by central government for the North Taunton Urban Development spine road</li> <li>❖ If this road is built in advance of houses it should greatly ease pressure on Kingston Road, particularly during the construction phase</li> <li>❖ It should also avoid the need for a drop-down road into Corkscrew Lane and enable developers to increase the number of affordable homes from 15% to 25%</li> <li>❖ SCC Highways Infrastructure Plan appears to be little more than a "cut and paste" of road schemes already planned by developers</li> <li>❖ Campaigners have argued that the eastern end of the spine road should be continued to link up with Nerrols Drive to form an outer relief road but SCC Highways claim this is not needed</li> <li>❖ Both North Taunton Urban Development Section 106 Agreements were awaiting signature</li> </ul>	C/F
11.4	<p><b>Hedgerow and Highway Maintenance</b></p> <p>Members of the Kingston Community Partnership have cut back sections of the hedgerow that were obscuring village speed limit signs on Greenway, Buncombe Hill and Kingston Road, in order to get Police approval for the Speedwatch initiative. Final approval is awaited. Cllr Williams to contact SCC Highways Manager accordingly.</p>	Cllr Williams
11.5	<p><b>Village Hall Notice Board Repair</b></p> <p>At the March 2018 meeting, the Parish Council decided that the installation of 2 oak posts would be a much cheaper option. The Clerk confirmed that the volunteer had contacted her regarding length of posts, installation method and the Parish Council supervising the re-erection of the notice board.</p> <p><b>Resolved:</b></p> <p>It was agreed to install 9-foot oak posts and that Cllr Wilcox should be contacted with regards to the re-erection of the notice board.</p>	Cllr Wilcox
11.6	<p><b>Highway Flooding</b></p> <p>At the April 2018 meeting, the Clerk advised that SCC Highways had confirmed that the blocked pipe on the corner of Park Lane and Pickney Lane still required clearing. The cause of this blocked pipe was a collapsed pipe on land, belonging to Smokey Farm. SCC Highways were in discussion with the Landowner. The Clerk was asked to contact SCC Highways Manager, for a progress report.</p> <p>The Clerk also advised that since the May 2018 meeting, she had reported the Meadow Close collapsed grating issue to SCC Highways.</p>	Clerk
12.0	<p><b>Planning</b></p>	
12.1	<p><b>Applications</b></p> <ul style="list-style-type: none"> <li>❖ 20/18/0011 Variation to Condition 02 (Approved Plans) of Planning Approval 20/13/0009 for Addition of External Staircase 1 Nr. Window and 2 Nr. Rooflights at Longmead, Nailsbourne (Retention of Works Already Undertaken)</li> </ul> <p><b>Resolved:</b></p> <p>The Parish Council objected to this Planning Application for the following reasons:</p> <ul style="list-style-type: none"> <li>❖ Loss of privacy and the building adversely affects the adjacent property</li> <li>❖ The picture window is out of keeping with style of building</li> </ul> <p>The Parish Council also requested that Planning Enforcement visits the property to ensure that there are Planning Approvals in place for all buildings/structures that have been built within the curtilage that would have required Planning Applications.</p>	Clerk

12.2	<b>Granted</b> None.	
13.0	<b>Financial Matters</b>	
13.1	<b>Payments</b> ❖ Parish Clerk Expenses £68.76 (April to June 2018) ❖ HMRC £153.28 (Parish Clerk Income Tax April to June 2018) ❖ Internal Audit Fee 2017/2018 £110.00 <b>Resolved:</b> The Parish Council agreed to pay the above.	Clerk
13.2	<b>Receipts</b> None received.	
13.3	<b>Correction to May 2017 Minutes Required: Item 15.9 Delete ICO Payment £35.00 and Replace with Zurich Municipal 2017/2018 Insurance Payment £809.88</b>  The Internal Auditor noticed an error in the May 2017 minutes and requested that this be corrected to read Zurich Municipal 2017/2018 Insurance Payment £809.88.	
14.0	<b>Correspondence</b>  The Clerk advised that following had no correspondence had been received.  At the May 2018, the cost maintaining the vegetable beds at the School had been raised with the Parish Council. Since the meeting, Kingston Education Trust had kindly given a grant.	
15.0	<b>Matters for Next Meeting</b>  KSM website improvements.	Clerk
16.0	<b>Items for LinkUp</b>  ❖ Planning Application ❖ Next Parish Council Chairman ❖ Date of next Parish Council meeting	Cllr Farnham
17.0	<b>Date of Next Meeting</b>  Date of next meeting is Monday 16 July 2018 at 7.30PM. Cllr Anderson to chair the meeting.  The meeting closed at 9.35PM.	Cllr Anderson

Signed:

Date:

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