

**KINGSTON ST MARY PARISH COUNCIL**  
**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING**  
**HELD AT THE VILLAGE HALL ON MONDAY 14 MAY 2018**

Item Nr	Item	Action By
1.0	<p><b>Election of Chairman</b></p> <p>Cllr Stokes advised Members that he wished to stand down as Chairman. The Councillors resolved to rota the Chairman position in alphabetical surname order, at each meeting and whom would remain as Chair until the next meeting. The Chairman for the May 2018 meeting was therefore, Cllr Bradshaw who duly signed the Declaration of Office which was witnessed by Miss Roche (Parish Clerk).</p>	
2.0	<p><b>Attendance and Apologies</b></p> <p>In attendance:  Cllr N Bradshaw (Chairman)  Cllr J Clarke  Cllr S Farnham  Cllr J Marsh  Cllr R Stokes  Cllr K Taylor  Cllr N Townsend (PC and TDBC Councillor)  Cllr A Wilcox  Miss C Roche (Parish Clerk)  Cllr R Williams (SCC Councillor)</p> <p>Four Members of the Public attended the meeting.</p> <p>Apologies received from:  Cllr M Anderson  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>Election of Vice Chairman</b></p> <p>Members elected Cllr Farnham, as Vice Chairman.</p>	
5.0	<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>	
6.0	<p><b>Election of Committee Members and Representatives</b></p> <p><b>Resolved:</b>  Members elected the following:</p>	
6.1	<p><b>Planning Advisory Group</b>  Cllrs Clarke, Marsh and Wilcox duly elected.</p>	
6.2	<p><b>Village Hall</b>  Cllr Wilcox duly elected.</p>	
6.3	<p><b>LinkUp</b>  Cllr Farnham duly elected.</p>	
6.4	<p><b>KSM Playing Field Management Committee Representative</b>  Cllrs Farnham and Townsend duly elected.</p>	
6.5	<p><b>SALC</b>  It was agreed that Miss Roche should maintain contact with SALC and advise accordingly.</p>	

7.0	<p><b>Members Responsible for Committee Papers and Other</b></p> <p><b>Resolved:</b> Members elected the following:</p>	
7.1	<p><b>Quantocks</b> Cllr Bradshaw duly elected.</p>	
7.2	<p><b>Finance/Member Auditor</b> Cllr Anderson duly elected.</p>	
8.0	<p><b>Members of the Public with Responsibilities</b></p> <p><b>Resolved:</b> Members elected the following:</p>	
8.1	<p><b>Footpaths and Rights of Way</b> Mr Peter Crea duly elected.</p>	
8.2	<p><b>Tree Warden</b> Cllr Wilcox duly elected.</p>	
8.3	<p><b>Internal Auditor</b> Miss Kate Pilkington duly elected.</p>	
9.0	<p><b>SCC Councillor Update</b></p> <p>The Clerk advised that she had not received any report from Cllr Williams, prior to the meeting.</p>	
10.0	<p><b>TDBC Councillor Update</b></p> <p>Cllr Townsend advised the Parish Council of the following:</p> <ul style="list-style-type: none"> <li>❖ Quantocks AONB - public consultation to shape the future direction of the AONB is taking place. Members of the Public were being asked to complete a questionnaire</li> <li>❖ SCC was suggesting that a unitary authority be formed. Both Taunton Deane and West Somerset councils have concerns regarding the reasoning behind this suggestion, SCC and TDBC/West Somerset councils provide different services and once the merger was completed, the single council would be financially stable</li> <li>❖ Changes to TDBC district wards were being put forward with Kingston St Mary, Norton Fitzwarren and Staplegrove being one ward</li> <li>❖ Taunton Deane new mayor is Cllr Catherine Herbert</li> <li>❖ The future role of mayor is being discussed, as Taunton Deane will lose its borough status once the merger has taken place</li> <li>❖ Taunton Town Council was being proposed for the unparished area of Taunton Deane. A consultation may be required</li> </ul>	
11.0	<p><b>GDPR</b></p> <p>The Clerk advised that she would be attending a GDPR course on the 22 May 2018 and would update the Parish Council at the May 2018 meeting.</p>	Clerk
12.0	<p><b>Approval of Minutes of Previous Meeting dated 9 April 2018</b></p> <p><b>Resolved:</b> The Minutes were approved and signed as a true record.</p>	
13.0	<p><b>Matters Arising</b></p>	
13.1	<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.</p>	C/F

13.2	<p><b>Highway Issues</b>  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>	C/F
13.3	<p><b>North Taunton Urban Development</b>  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
13.4	<p><b>Hedgerow and Highway Maintenance</b>  The Clerk confirmed that she had contacted SCC Highways and Cllr Williams regarding the hedgerow along Greenway which requires significant cutback, as 1 metre of highway had been lost over the years. Ongoing.</p>	C/F
13.5	<p><b>Village Hall Notice Board Repair</b>  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 a volunteer was willing to install the posts and to be reimbursed accordingly. Cllr Stokes requested that Cllr Wilcox observed the repair. Ongoing.</p>	C/F
13.6	<p><b>Highway Flooding</b>  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. Ongoing.</p>	C/F
14.0	<p><b>Planning</b></p>	
14.1	<p><b>Applications</b></p> <ul style="list-style-type: none"> <li>❖ 20/18/0010 Erection of Two Storey Extension on South East Elevation and Detached Double Garage at 1 Lower Marsh Cottages, Kingston Road, Kingston St Mary</li> <li>❖ 20/18/0008 Erection of Replacement Single Storey Pitched Roof Extension and Veranda on South Elevation at Orchard House, Tainfield Park, Kingston Road, Kingston St Mary</li> </ul> <p><b>Resolved:</b>  The Parish Council has no objection to the Application.</p> <ul style="list-style-type: none"> <li>❖ 20/18/0009 Notification to Fell One Cedar Tree and to Carry Out Management Works to a Line of Conifers within Kingston St Mary Conservation Area at Brantwood, Kingston St Mary</li> </ul> <p><b>Resolved:</b>  The Parish Council has no objection to the Application.</p>	

14.1 cont.	<p>❖ 20/18/0010 Erection of Two Storey Extension on South East Elevation and Detached Double Garage at 1 Lower Marsh Cottages, Kingston Road, Kingston St Mary</p> <p><b>Resolved:</b> The Parish Council has no objection to the Application.</p>	
14.2	<p><b>Granted</b></p> <p>❖ 20/17/0038 Reinstatement of Field Access with Associated Groundworks on Land Opposite Bradford Mill, Kingston St Mary (Retention of Works Already Undertaken)</p> <p>The Parish Council noted the above.</p>	
15.0	<p><b>Standing Orders and Procedures - Review</b></p>	
15.1	<p><b>Standing Orders 11 May 2015</b></p> <p>The Standing Orders were reviewed and it was agreed that no revision was required. Item closed.</p>	
15.2	<p><b>Internal Audit Procedure 11 May 2015</b></p> <p>The Internal Audit Procedure was reviewed and it was agreed that no revision was required. Item closed.</p>	
15.3	<p><b>Model Publication Scheme 11 May 2015</b></p> <p>The Model Publication Scheme was reviewed and it was agreed that no revision was required. Item closed.</p>	
16.0	<p><b>Financial Matters</b></p>	
16.1	<p><b>Internal Audit Report as at 31 March 2018</b></p> <p>The Clerk advised that Cllr Anderson has audited the accounts and these were in good order and he had signed these off. Item closed.</p>	
16.2	<p><b>Internal Audit Review 2018</b></p> <p>The Internal Audit Review took place and was signed by the Chairman and Parish Clerk. Item closed.</p>	
16.3	<p><b>Review Annual Governance Statement 2017/2018</b></p> <p>The Annual Governance Statement was reviewed and found to be in good order. Item closed.</p>	
16.4	<p><b>Consider Accounting Statement 2017/2018</b></p> <p>The Accounting Statement was considered and found to be in good order. Item closed.</p>	
16.5	<p><b>Resolution to Approve Annual Governance Statement 2017/2018 (Section 1)</b></p> <p><b>Resolved:</b> The Annual Governance Statement 2017/2018 was approved by the Parish Council and signed by the Chairman and Parish Clerk. Item closed.</p>	
16.6	<p><b>Resolution to Approve Accounting Statement 2016/2017 (Section 2)</b></p> <p><b>Resolved:</b> The Accounting Statement 2017/2018 was approved by the Parish Council and signed by the Chairman and Parish Clerk. Item closed.</p>	
16.7	<p><b>Financial Regulations 11 May 2015 - Review</b></p> <p>The Financial Regulations were reviewed and it was agreed that no revision was required. Item closed.</p>	
16.8	<p><b>Financial Risk Assessment 2017 - Review</b></p> <p>The Financial Risk Assessment was reviewed and it was agreed that these could be signed by the Chairman and the Parish Clerk. Item closed.</p>	

16.9	<p><b>Payments</b></p> <ul style="list-style-type: none"> <li>❖ Zurich Municipal £824.38 (Annual Insurance 2018/2019)</li> <li>❖ Somerset Association of Local Councils £240.62 (Annual Membership 2018/2019)</li> <li>❖ Bishop Jones £216.00 (Formerly Payroll Specialists Ltd - PAYE Real Time 2018/2019 £180.00 + VAT)</li> <li>❖ KSM Playing Field £250.00 (Grant Towards Improvements To Play Equipment)</li> <li>❖ KSM Playing Field £500.00 (Annual Grant 2018/2019)</li> </ul> <p><b>Resolved:</b> The Parish Council agreed to pay the above.</p>	Clerk
16.10	<p><b>Receipts</b> None received.</p>	
17.0	<p><b>Items from Members of the Public</b></p> <p>Members of the Croquet Club raised concerns regarding access to the Playing Field. The Croquet Club had been playing croquet on the Playing Field, since 2004 with many of their members travelling from Taunton. Parking availability is restricted in Leach's Field and the School car park was not available when they played croquet. The Club only plays in the summer months. Cllr Bradshaw explained that safety concerns (mud on the highway) had been brought to the attention of the Parish Council in February 2018. The Clerk was asked to bring the TDBC Lease to the next Parish Council meeting.</p>	Clerk
18.0	<p><b>Correspondence</b></p> <p>The Clerk advised that following had been received:</p> <ul style="list-style-type: none"> <li>❖ SCC Highways: Temporary closure of Yarford Road</li> </ul> <p>The Parish Council noted the above.</p>	
19.0	<p><b>Matters for Next Meeting</b></p> <p>Environmental Issues</p>	Clerk
20.0	<p><b>Items for LinkUp</b></p> <ul style="list-style-type: none"> <li>❖ Cllr Stokes steps down as Chairman</li> <li>❖ Planning</li> <li>❖ Parking in the Playing Field</li> <li>❖ Date of next Parish Council meeting</li> </ul>	Cllr Bradshaw
21.0	<p><b>Date of Next Meeting</b></p> <p>Before the meeting closed, Cllr Wilcox thanked Cllr Stokes for his service to the community for over ten years and that his contribution has been significant. Cllr Wilcox thanked Cllr Stokes for the responsibility he has held over this time, his dedication to the Parish and patience in dealing with such a huge variety of issues. Also, Cllr Stokes would be missed by many people, as he is well known as the Parish Council Chair.</p> <p>Cllr Stokes thanked the Parish Council for their warm words, support over the years and his unexpected gift.</p> <p>Date of next meeting is Monday 11 June 2018 at 7.30PM.</p> <p>The meeting closed at 9.30PM.</p>	

Signed:

Date: