

KINGSTON ST MARY PARISH COUNCIL
MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
HELD AT THE VILLAGE HALL ON MONDAY 12TH MAY 2014

Item Nr	Item	Action By
1.0	<p>Election of Chairman and Declaration of Office</p> <p>Members unanimously elected Cllr Stokes as Chairman. Cllr Stokes duly signed the Declaration of Office which was witnessed by Miss Roche (Parish Clerk).</p>	
2.0	<p>Attendance and Apologies</p> <p>In attendance: Cllr R Stokes (Chairman) Cllr M Anderson Cllr C Miles Cllr S Phillips Cllr K Taylor Cllr N Townsend Miss C Roche (Parish Clerk) Cllr B Nottrodt (TDBC Councillor) Cllr E Waymouth (TDBC Councillor) No Members of the Public attended the meeting</p> <p>Apologies received from: Cllr I Barrie Cllr J Clarke Cllr A Wilcox Cllr D Wedderkopp (SCC Councillor)</p>	
3.0	<p>Declarations of Interest in Any Agenda Item</p> <p>Cllr Townsend - item 17.1 (Planning Application 20/14/0021).</p>	
4.0	<p>Election of Vice Chairman</p> <p>Members unanimously elected Cllr Townsend as Vice Chairman.</p>	
5.0	<p>Election of Committee Members and Representatives</p> <p>Resolved: Members elected the following:</p>	
5.1	<p>Planning Advisory Group Cllrs Stokes, Barrie, Clarke, Miles and Wilcox duly elected.</p>	
5.2	<p>Village Hall Cllrs Townsend and Wilcox duly elected.</p>	
5.3	<p>LinkUp Cllr Miles duly elected.</p>	
5.4	<p>KSM Playing Field Management Committee Representative Cllrs Townsend duly elected.</p>	
5.5	<p>SALC It was agreed that Miss Roche should maintain contact with SALC and advise accordingly.</p>	
5.6	<p>Parochial Church Council Cllr Miles duly elected.</p>	

<p>6.0</p> <p>6.1</p> <p>6.2</p> <p>6.3</p> <p>6.4</p> <p>6.5</p>	<p>Members Responsible for Committee Papers and Other</p> <p>Resolved: Members elected the following:</p> <p>TDBC Papers The Members rota is to continue.</p> <p>Education It was agreed that no representative was required.</p> <p>Quantocks Cllr Clarke duly elected.</p> <p>Police Cllr Barrie duly elected.</p> <p>Finance/Member Auditor Cllr Phillips duly elected.</p>	
<p>7.0</p> <p>7.1</p> <p>7.2</p> <p>7.3</p>	<p>Members of the Public with Responsibilities</p> <p>Resolved: Members elected the following:</p> <p>Footpaths and Rights of Way Mr Peter Crea duly elected.</p> <p>Tree Warden Cllr Phillips duly elected.</p> <p>Internal Auditor To be elected at a later date.</p>	
<p>8.0</p>	<p>Items from Members of the Public</p> <p>None received.</p>	
<p>9.0</p>	<p>Approval of Minutes of Previous Meetings dated 10 March 2014 and 14 April 2014</p> <p>Resolved: The Minutes were approved and signed as a true record.</p>	
<p>10.0</p> <p>10.1</p>	<p>Matters Arising</p> <p>Staplegrave Master Plan The Chairman brought the Parish Council up to date with regards to the Staplegrave Master Plan discussions that had recently taken place, with Staplegrave and Cheddon Fitzpaine Parish Councils. The Parish Councils had agreed that:</p> <ul style="list-style-type: none"> ❖ Any development should begin from the western end of the proposed site due to existing highway network at Silk Mills ❖ Kingston Road would be significantly impacted without the Northern Outer Distribution Road being constructed ❖ The community facilities proposed by the consultant, GL Hearn Ltd, were thought not to be necessary by TDBC Strategic Planning <p>The Chairman advised that a meeting had been requested with Mr Tim Burton (TDBC Director of Planning), to discuss the proposed development.</p> <p>The Chairman advised that there would be one more opportunity to comment on the Site Allocations and Development Management Plan, in July 2014. Ongoing.</p>	<p>C/F</p>

10.2	<p>TDBC Review of Settlement Boundaries: Consultation Report Cllr Stokes advised that he had received a letter from Mr Mackay with regards to the Parish Council's response, to the Settlement Limit Consultation Report and TDBC's decision not to extend the limit in the vicinity of Copper Hill. It was agreed by the Parish Council that Cllr Stokes should reply to Mr Mackay and explain that the Parish Councillors would not be expected to make any comment, until the consultation process was completed. Item closed.</p>	
10.3	<p>Yarford Flooding The Clerk advised that SCC Highways had written to her, to explain that the trash screen that had been ordered did not fit correctly and a new one was being manufactured. It would be installed in the future. Ongoing.</p>	C/F
10.4	<p>Kestercombe Lane Top Surface Dressing The Clerk advised that SCC Highways had arranged for a survey of the road surface to be undertaken and would be arranging for any remedial work, as part of the 2014/2015 annual maintenance programme. Ongoing.</p>	C/F
11.0	<p>SCC Update The Clerk advised that no report had been received.</p>	
12.0	<p>TDBC Update Cllrs Nottrodt and Wymouth advised that:</p> <ul style="list-style-type: none"> ❖ The new Mayor and Deputy Mayor Making Ceremony had taken place ❖ Taunton Refresh (the upgrading of the Firepool and Taunton train station area) was beginning to move forward ❖ The handover of Taunton Pool had been delayed due to minor teething issues and was expected to open on 18 May 2014, following its significant refurbishment ❖ A Planning Application for the refurbishment/upgrade of Blackbrook Pavillion Leisure Centre was expected to go before the Planning Committee, in August 2014 	
13.0	<p>TDBC Papers Cllr Taylor advised that:</p> <ul style="list-style-type: none"> ❖ Summerfest would be taking place on the 21 June 2014 ❖ TDBC was erecting smoke free notices in Vivary Park ❖ Grants were available for homes that had been flooded during the severe winter weather, in early 2014 	
14.0	<p>Kingston St Mary Playing Field</p>	
14.1	<p>Update on Transfer The Chairman advised that the Transfer had been signed but an issue relating to the search had recently come to light and the Transfer was being revised. In due course, it would be sent to the Clerk to obtain the Parish Councillor's signatures. Ongoing.</p>	C/F
14.2	<p>Parish Council and Playing Field Insurance The Clerk advised that separately, the two insurance policies would cost a total of £1519.95. However as the Parish Council would be the Playing Field Trustee within the next few weeks, combining the two policies into one in the Parish Council's name would cost £925.00. A saving of £594.95.</p> <p>Resolved: The Parish Council agreed to pay for a single policy in the Parish Council's name, at a cost of £925.00.</p>	Clerk
14.3	<p>Playing Field Accounts 2012/2013 The Parish Council reviewed the Accounts. It was suggested that the Playing Field financial year which was presently 1 October to 30 September, be aligned with the Parish Council's financial year which is 1 April to 31 March. The Clerk was requested to write to the Playing Field Treasurer accordingly.</p>	Clerk

15.0	Kingston Watercourses The Clerk advised that a meeting had been arranged for the 22 May 2014 with representatives of SCC Highways and Flood Management Department, to discuss the streams in Kingston St Mary including a survey of these. Ongoing.	C/F
16.0	Kingston St Mary Primary School: Car Park Access/Egress Arrangements The Clerk advised that she had written to the Head Teacher regarding the car park being locked outside of School hours. The Head Teacher had agreed that a meeting to discuss the issue would be welcomed. Cllrs Stokes and Townsend offered to attend. Clerk to arrange the meeting with the Head Teacher.	Clerk
17.0	Planning	
17.1	Applications	
17.1.1	20/14/0015 Demolition of Existing Garage Building, Erection of Detached Dwelling with Integral Garage and Erection of Detached Double Garage to Serve Existing Dwelling in the Garden of 'Rossiters' at Kingston Garage, Kingston St Mary, Taunton (Planning Listed Buildings and Conservation Areas Act 1990) Resolved: The Parish Council had no objection to the Planning Application.	Clerk
17.1.2	20/14/0016 Demolition of Existing Garage Building, Erection of Detached Dwelling with Integral Garage and Erection of Detached Double Garage to Serve Existing Dwelling in the Garden of 'Rossiters' at Kingston Garage, Kingston St Mary, Taunton (Town and Country Planning Act 1990) Resolved: The Parish Council had no objection to the Planning Application.	Clerk
17.1.3	20/14/0018 Notification to Fell One Eucalyptus Tree within Kingston St Mary Conservation Area at Mallows, Kingston St Mary Resolved: The Parish Council had no objection to the Planning Application.	Clerk
17.1.4	20/14/0021 Erection of First Floor Extensions and Dormer at Yarford Lodge, Kingston St Mary Resolved: The Parish Council had no objection to the Planning Application.	Clerk
17.2	Granted None.	
18.0	Standing Orders October 2012 - Review The Standing Orders were reviewed and it was agreed that no revision was required. Item closed.	
19.0	Financial	
19.1	Review and Sign Off 2013/2014 Accounts and Sign Off Annual Return 2013/2014 The Parish Council reviewed the Accounts and approved these. Resolved: Cllr Stokes and the Parish Clerk signed off the Accounts and the Annual Return. Item closed.	
19.2	Internal Audit Review 2014 The Parish Council was advised by Cllr Phillips that the internal audit had been undertaken and the Accounts were in order. Item closed.	
19.3	Financial Regulations May 2011 The Financial Regulations were reviewed and it was agreed that no revision was required. Item closed.	

19.4	<p>Financial Risk Assessment 2014 The Financial Risk Assessment was reviewed and it was agreed that these could be signed by Cllr Stokes and the Parish Clerk. Item closed.</p>	
19.5	<p>Receipts None received.</p>	
19.6	<p>Payments Payroll Specialists £54.00 (PAYE Real Time January - March 2014 £45.00 + VAT)</p> <p>Resolved: The Parish Council agreed to pay the above.</p> <p>The Clerk advised that Mr Chedzoy had confirmed that he cut the Village Green, 22 times and the footpath from the telephone box opposite The Swan to the Playing Field gate, 6 times per annum.</p> <p>Resolved: The Parish Council agreed to pay Mr Chedzoy's invoice (£315.00).</p> <p>The Clerk was requested to contact the DLO regarding who was responsible for maintaining the overhanging trees and overgrown hedges along the footpath up to Playing Field.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
20.0	<p>Correspondence</p> <ul style="list-style-type: none"> ❖ Taunton Citizens Advice Bureau: Thank You for Section 137 Grant ❖ St Margaret's Hospice: Thank You for Section 137 Grant ❖ TDBC: Parish Precept and Council Tax Grant 2014/2015 Early Payment ❖ TDBC: Planning Application 20/14/0012 Public Footpath Diversion ❖ GL Hearn Ltd: Staplegrove Master Plan Public Exhibition on 15 May 2014 ❖ SCC: Potential Transfer of SID Administration <p>The Parish Council noted the above.</p> <p>Letter of Thanks</p> <p>The Chairman reported he had received a letter from Mr Jim Legg of Yarford Cottages, thanking the Parish Council for its help in getting "Not Suitable for HGV" road signs erected at both ends of Kestercome Lane. The Chairman said he would reply thanking Mr Legg.</p>	
21.0	<p>Items for LinkUp</p> <ul style="list-style-type: none"> ❖ Planning Applications 	
22.0	<p>Matters for Next Meeting</p> <p>None.</p>	
23.0	<p>Date of Next Meeting</p> <p>Monday 9 June 2014 at 7.30PM.</p> <p>The meeting closed at 9.30PM.</p>	

Signed: Date: