

# KINGSTON ST MARY PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON MONDAY 10 SEPTEMBER 2007 AT 7.30 PM

### **1 ATTENDANCE AND APOLOGIES**

#### **Councillors**

W R I Barrie (Chairman)	D S Bradley
J L Clarke	R J L Flood
C G Hancock	C Miles
R M Stokes	K J Taylor

The Clerk - Mrs T J Canavan, Mr E Lovell the Parish Tree Warden, Mr H Masterton-Smith and 5 members of the public attended the meeting.

Apologies were received from Cllr S B Harris

### **2 APPROVAL OF MINUTES** of the Parish Council meeting held on Monday 9 July 2007

#### **Resolved**

The Minutes were approved and signed as a true record.

### **3 DECLARATIONS OF INTEREST** in any Agenda item – Cllr Taylor declared an interest in item 12.1, planning application 20/2007/025. Reason given – he lives in an adjacent property and has been formally notified by the local planning authority.

### **4 HIGHWAYS/FOOTPATHS**

4.1 Relocation of telephone box - the Clerk advised that she had not received an update on the progress of negotiations between Taunton Deane Borough Council and BT. The Clerk is still awaiting a reply from T Haynes, the relevant officer at Taunton Deane Borough Council.

#### **Resolved**

To place this item on October's agenda.  
The Clerk is to chase a response from T Haynes.

4.2 White Lines on road between the Swan Pub and Post Office  
The Clerk reported that the remedial work has still not been carried out.

#### **Resolved**

The Clerk is to write again to Somerset Highways advising that the PC considers the work unsatisfactory and represents a health and safety hazard. The Clerk is to request that the necessary works be carried out as soon as possible.

4.3 Street Lighting at Pinch point at Mill Cross  
As yet it still does not appear that internal louvers have been installed to remove light intrusion to neighbouring properties.

#### **Resolved**

The Clerk is to contact the County Council requesting an update.

Also, following an enquiry from a member of the public, the Clerk is to request a copy of the Traffic Regulation Order covering the establishment of the Pinch Point.

#### 4.4 Parking outside the Village Hall

Mr. N Townsend, Chairman of the Village Hall Committee, was present to give an update to the Parish Council. The Village Hall committee has met since the PC requested them to look into the issue. The problem of lack of space for car parking outside the village hall is not easily resolved. Mr. Townsend advised that signs were put up outside the village hall requesting that people did not park there, but that these were ignored. The Village Hall Committee requests that the Church car park be used more and notes that the "No parking Beyond This Point" road signs are misleading.

#### **Resolved**

It was decided to formally invite comments from the Parochial Church Council (PCC). The Clerk is to write to the PCC advising of the problem and asking if they mind if village hall users use the Church car park.

The possibility of modifying the road signs to include "parking 100 yards on right" is also to be investigated.

#### 4.5 Finger post opposite the Swan Pub

It was reported that what the Parish Council sees as substandard work has not yet been rectified.

#### **Resolved**

The Clerk is to contact the Area Highways Office again saying that the Parish Council is unhappy with the standard of work bearing in mind the amount of money paid. The Clerk is also to ask for an update.

### **5 HOUSING NEEDS SURVEY**

The Clerk advised that a meeting had been set for Wednesday 26 September 2007 between representatives of the Parish Council, the Rural Community Council and Falcon Rural Housing Association.

The Clerk queried naming the group of representatives from the Parish Council a sub-committee, and sought clarification of its role.

#### **Resolved**

It was agreed that the group won't be making any decisions or recommendations, but will be a means of transferring information between the relevant parties, and will report back to the Parish Council meetings for the PC to make decisions/recommendations as a whole. It was decided that the group shall be called a Working Group rather than a sub committee.

### **6 SITE FOR SHOP/POST OFFICE/VILLAGE HALL**

The Chairman of the Village Hall Committee requested that it be noted that the Village Hall Committee has not yet been approached by Mr. Dormer with details of the proposed scheme.

#### **Resolved**

That as no further information has been received and that as Cllr Harris was not present to give an update, it was decided to place this item on October's agenda.

### **7 PARISH PLAN**

Mr H Masterton-Smith gave an update. He reported that over 72% of households in the Parish had responded. The answers to the straightforward multiple choice

questions have now been collated. The open ended questions are currently being analysed.

Initial findings suggest that people find it a nice place to live; and that problems include excessive traffic speed and the lack of a shop. Suggestions also include the idea of a village fete and a village pram race.

The Parish Plan Committee will be holding two open meetings in November concentrating on two major themes in each one.

**Resolved**

To keep this item on next month's agenda

**8 AREA WORKING PANEL**

The Clerk explained that the Parish Councils of Kingston St Mary, Cheddon Fitzpaine, Staplegrove and West Monkton had been asked to nominate a Councillor from each PC. One Councillor would then be selected from those nominated to become the Staplegrove Division Representative on the Taunton Deane Area Working Panel. The Clerk advised that a selection procedure had not yet been agreed.

Following contacting all Parish Councillors in July, the Clerk reported that Cllr Bradley had expressed an interest in being nominated.

**Resolved**

It was agreed unanimously that Cllr Bradley be Kingston St Mary PC's nominee. The Clerk is to write to the Clerk of Staplegrove PC to confirm this.

This item to be placed on the agenda for October's meeting by which time details of the selection process may have been agreed.

**9 PARISH EMERGENCY PLAN INFORMATION**

Members considered the template (circulated with the agenda) as produced by Somerset Local Authorities' Civil Contingencies Unit and whether or not to adopt it in Kingston St Mary Parish.

Cllr Miles arrived at 8.35 after already informing the Clerk that he would be late.

**Resolved**

That more information and explanation of the emergency plan template were needed before making a decision.

The Clerk is to contact the relevant officer at Somerset County Council, requesting that she attends a future Parish Council meeting to discuss the matter and to answer any questions.

**10 CONSULTATION**

10.1 South West Regional Assembly – Review of additional pitch requirements for Gypsies and Travellers in the South West – comments due by 31 October 2007 –

**Resolved**

The document is to be circulated round all Councillors in time for the next meeting when an appropriate response will be agreed.

10.2 TDBC – Review of Polling Districts and Polling Places within Taunton Parliamentary Constituency – comments due by 3 October 2007

**Resolved**

That the Clerk writes to Taunton Deane Borough Council advising that the Parish Council is very happy with the polling station in Kingston St Mary

## 11 CORRESPONDENCE

11.1 TDBC – bulletin - Cllr Stokes

11.2 TDBC – Annual Report 2007/08 available to view at

[www.tauntondeane.gov.uk/tdbcsites/polperf/AnnualReport.asp](http://www.tauntondeane.gov.uk/tdbcsites/polperf/AnnualReport.asp)

11.3 TDBC – Local Development Framework: Statement of Community Involvement- adopted 9 July 2007. Available to view at

[www.tauntondeane.gov.uk/talking-tomorrows](http://www.tauntondeane.gov.uk/talking-tomorrows)

11.4 Jill Shortland, Leader of Somerset County Council – Letter re Unitary Authority decision (attached)

11.5 Waterlinks Somerset – Somerset’s bid for £50million, and the River Festival, 23 Sept.2007

11.6 Somerset Association of Local Councils – Items of Interest to Councillors and Clerks – Cllr Taylor

11.7 Somerset Road Safety Partnership – “Working Together to Reduce Casualties” leaflet

11.8 Taunton and District Citizens Advice Bureau – Invitation to AGM on 13 September 2007; Annual Report 2006/07

11.9 Quantock Deer Management & Conservation Group – Notification of its meeting and of the Quantock Deer Forum on 17 September 2007

11.10 The Tree Council’s Tree Warden Scheme – Notification of South West Regional Tree Warden Scheme Forum on 6 October 2007

11.11 Members to consider correspondence from Marshall Taylor (attached)

Items of interest were noted and documents circulated as requested.

Matters arising from correspondence:

- Cllr Stokes advised that £73,000 was available for schemes that fit the partnership criteria as stipulated in the Local Strategic Partnership. It was agreed to pass this information to Harry Masterton-Smith in relation to the Parish Plan.
- Cllr Hancock declared an interest in item 11.5, reason given that he has been involved through his employment with the Somerset Wildlife Trust. The item was discussed and it was decided to take no action at this stage.
- The correspondence from Marshall Taylor was discussed.

### Resolved

To advise Mr Taylor that his correspondence will be passed on to the appropriate Health Authority.

## 12 PLANNING MATTERS

### 12.1 Applications

20/2007/024 – Single storey rear extension at Chases, KSM

The plans were circulated and the proposed scheme outlined. The Parish Council discussed the application and how to respond.

### Resolved

That having considered the application the Parish Council does not object.

20/2007/025 – Erection of single storey rear extension, Redcot, KSM

The plans were circulated and discussed.

### Resolved

That having considered the application the Parish Council does not object.

### 12.2 Waiting Decisions - Nil

### **12.3 Granted permission**

20/2007/016 – Retrospective application for retention of three single storey extensions, alterations to fenestration and relocation of conservatory, erection of single storey extension to form new ensuite at South View, KSM

20/2007/018 – Erection of two storey extension, covered area and pergola, use of agricultural land for paddocks and wildlife pond, new drive and entrance and block up previous entrance at Parsonage Farm, Parsonage Lane, KSM

20/2007/020 – Erection of two storey extension and first floor balcony to rear at Orchard House, Nailsbourne, KSM

20/2007/021T – Application to fell one willow tree and carry out management work to one apple tree, one lilac, one cedar, one pine and several larches within Kingston St Mary Conservation Area at Badgershay, KSM

20/2007/022T – Application to fell one Lawson cypress and one red snake-bark maple within Kingston St Mary conservation area at Camplins Orchard, KSM

### **12.4 Refused Permission**

20/2007/023LB – Erection of solar water heating collectors on east and west roof slopes at Garden Flat, Manor House, Lodes Lane, KSM

### **12.5 Withdrawn - Nil**

12.6 **Other** -Tree Preservation Order 2007 (TD1035) – A tree at The Barn, KSM

Cllr Clarke advised that he had just received notification of the Standards Board's decision not to investigate a complaint made against him and two other Cllrs. Advice is to be sought regarding the content of the decision letter.

## **13 SUBMISSION TO LINK-UP**

### **Resolved**

That the following should be included:

- That when parking outside the village hall people should leave enough room for emergency and delivery vehicles. Village hall users should also consider parking in the Church car park during busy periods.

## **14 REVIEW OF STANDING ORDERS**

The Clerk advised that she had contacted Peter Lacey, SALC, and he had advised how to amend the Standing Orders particularly in relation to the Code of Conduct. He had also advised that the Parish Council should not have "any other Urgent Business" as an item on its agenda; and that the Parish Council should consider waiting until the new NALC guidance is published before reviewing the whole of its Standing Orders (report attached).

### **Resolved**

To amend Standing Orders 29,30 & 31 in line with relevant NALC model standing orders and as required by the new Code of Conduct.

Also, to remove Standing Order 12n relating to "Urgent Business" on the agenda.

The Standing Orders will be completely reviewed once the new NALC model has been published.

## **15 FINANCIAL MATTERS**

15.1 Members to complete Bank Mandate – those Members not present at the last meeting completed the Mandate. The Mandate was formally agreed and signed by the Chairman and Clerk.

The Mandate is to be returned to HSBC with Members providing the relevant identification where necessary.

15.2 Annual Return for year ended 31 March 2007 – External Auditor's certificate

and opinion.

The Clerk advised that the External Audit had been satisfactorily completed by Moore Stephens. The Clerk has displayed the necessary completion of Audit notice on all the notice boards in the Parish.

15.3 Bank reconciliation as at 30 June 2007 -

The Clerk circulated a report from Cllr Harris who had checked and agreed the bank reconciliation as at 30 June 2007.

15.4 Receipts: Nil

Payments:

**Resolved**

That the following payments should be made:

Clerk's Salary – S/O (August and September) £ 228.11 X 2  
Moore Stephens (Annual Audit) (cheque no 86) £ 141.00  
Kingston St Mary Village Hall Hire (cheque no 87) £27.00  
Taunton Deane Borough Council (Election costs) (cheque no 88) £496.58  
Deane DLO (Oak Tree, Tarr Lane) (cheque no 89) £176.25

**16 ITEMS OF REPORT AND ITEMS FOR THE NEXT AGENDA**

- Eric Lovell advised that someone had reported a dangerous branch on the Oak Tree on the Village Green. It was decided to contact TDBC before carrying out any necessary works to see if there was a TPO and its requirements. This item will be placed on October's agenda.
- Eric Lovell also advised he had received notice of a Public Path Diversion Order. Mr Lovell had submitted his comments to Taunton Deane Borough Council and provided a copy for the Parish Council.
- Details of the proposed Kingston St Mary Annual Pram Race to be placed on October's agenda.

**17 DATES FOR FUTURE MEETINGS**

Mon 8 October 2007      Mon 12 November 2007      Mon 10 December 2007

**18 MEMBERS OF THE PUBLIC**

- Nick Townsend queried the placing of the Parish Council Meeting minutes in the Village Hall porch. It was agreed, that in future, the minutes would be displayed on the notice board in front of the village hall.

The meeting closed at 9.45 pm.

Signed .....

Date: .....