

# KINGSTON ST MARY PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON MONDAY 14 January 2008 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 Stokes	K Taylor

The Clerk - Mrs T J Canavan, CClr R Tully, Mr H Masterton-Smith and 7 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 10 December 2007

#### Resolved

The Minutes were approved and signed as a true record.

### 3 DECLARATIONS OF INTEREST in any Agenda item

Cllr Barrie declared an interest in item 12.8, reason given is that the correspondence makes a complaint against him.

Cllr Clarke declared an interest in item 12.8. reason given is the ongoing Standards Board investigation.

Cllr Barrie declared an interest in item 13.1 planning application 20/2007/028 reason given is that the applicant is a friend.

Cllrs Barrie and Taylor declared an interest in item 16.1, reason given is that they are friends of one of the applicants.

### 4 HIGHWAYS/FOOTPATHS

**4.1 Relocation of telephone box** - the Clerk advised that she had heard nothing about this matter since the last meeting.

#### Resolved

To place this item on next month's agenda and if there is still no update/action the PC is to send a firm letter chasing the matter up.

**4.2 White Lines on road between the Swan Pub and Post Office** – the Clerk advised that she had heard nothing about this matter since the last meeting.

#### Resolved

To follow the same action as detailed under 4.1.

Cllr Hancock arrived at the meeting at 7.35pm.

**4.3 Street Lighting at Pinch point at Mill Cross** – It was unknown whether or not the cowling had been fitted.

#### Resolved

To place this item on next month's agenda. Councillor Taylor is to check whether or not the cowling has been fitted prior to the next meeting.

Cllr Bradley arrived at the meeting at 7.36pm.

**4.4 Parking outside the Village Hall** – the Clerk advised that she had heard

nothing about this matter since the last meeting. The item will be left on the agenda for next month's meeting.

**4.5 Finger post opposite the Swan Pub – update on correcting unsatisfactory work.** An email from Dennis Quick was brought to the Members' attention, stating that he has instructed the Area Technician to keep a watching brief over the painting contractor when the refurbishment of the signpost is carried out.

**Resolved**

To keep this item on next month's agenda.  
Cllr Miles arrived at the meeting at 7.40pm.

**4.6 Water spilling on to Kingston Road** – it was noted that the flooding of local roads had been a great problem recently due to the inclement weather, and that some sections of road were almost non-passable. Cllrs also discussed the correspondence received from David Barnes.

Cllr Bradley has borrowed a map detailing watercourses in the Parish and arrangements will be made to obtain a copy for the PC.

A member of the public present advised that there is no one authority responsible for the maintenance of water courses. It was noted that private owners not maintaining their own water courses was a significant contributing factor to the problem.

**Resolved**

Representatives from Somerset Highways and Taunton Deane Borough Council are to be invited to the next meeting to discuss the problem and possible solutions.

The Clerk is also to write to David Barnes inviting him to the next meeting.

**5 HOUSING NEEDS SURVEY/NEW AFFORDABLE HOUSING**

Cllr Bradley advised that she has contacted Taunton Deane Borough Council Housing Services, independently of the PC, requesting they consider converting end terrace council houses in the Parish into flats once they become vacant. This is to help meet the need for one bedroom accommodation. She has also requested that the Housing Officers place a relevant note on the house files. Cllr Bradley asked for the PC's support in this.

**Resolved**

That an appropriate letter is drawn up by the Clerk and Cllr Bradley and is sent to the Borough Council.

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

Cllr Bradley apologised, advising that she has not contacted Mr. Dormer since the last meeting.

**Resolved**

Mr. H Masterton-Smith and the Parish Plan Committee are to speak to Mr. Dormer; and to leave this item on next month's agenda.

**7 PARISH PLAN**

**7.1 Update**

Mr Masterton-Smith gave a brief update and then Members discussed the draft Parish Plan framework which had been circulated to all Members prior to the meeting.

Mr Masterton-Smith asked for guidance from the PC as to how it wishes the Parish Plan Committee to proceed, in particular would they like a Plan Committee/working groups to be set up to carry out the actions?

It was agreed that it was a working document that needs to be reviewed on an annual basis and that all actions should aim to be reasonably deliverable.

It was also agreed that the framework needs to be discussed prior to the Annual Parish Meeting.

The PC thanked Mr Masterton-Smith and the Parish Plan Committee for the impressive document and all their hard work.

**Resolved**

To place this item on next month's agenda for an update.

Mr. Masterton-Smith, the Chairman and Cllr Stokes are to meet with Taunton Deane planners regarding future development in the Parish.

Cllr Flood is to meet with PC Andy Davis to discuss traffic problems in the Parish.

That the draft final report to be taken to the Annual Parish Meeting will not be all singing/ all dancing.

Guidance will be sought from the relevant authorities as to how to take the parish plan forward in terms of working groups/ committees.

**7.2 Speed Watch Scheme**

Cllr Stokes advised that he had contacted the Police and that he had been advised that the set up costs were £150 to cover the cost of the speed gun, signage and fluorescent jackets. He was advised that the Police do not charge for training.

However, the booklet outlining the scheme contradicts this and states that there is a £1000 charge for training. Cllr Stokes will query this with PC Andy Davis.

Cllr Stokes has been advised that one of the main difficulties is getting enough volunteers to operate the scheme. Cllr Flood reported that he had had no response to the item in Link Up asking for volunteers.

The Clerk advised that she had not yet received a response from Norton Fitzwarren PC regarding sharing the costs.

**Resolved**

Cllr Stokes is to determine the real cost of the scheme. It was agreed that definite figures are needed before deciding whether or not to participate in the scheme. They would also have a bearing on whether the costs should be shared with another PC.

**8 CURRENT DOG BYE-LAWS, DOG BINS AND SIGNAGE WITHIN KINGSTON ST MARY**

**8.1 Information request from Taunton Deane Borough Council (TDBC)**

Members were reminded of the information request from TDBC regarding the above. TDBC has advised that it does not have any records of any current bye-laws in the parish. TDBC has one dog waste bin in Leach's Field. The Council wishes to find out if there are Parish owned bins of which it is unaware. There are already TDBC no fouling signs in various parts of the Parish.

**Resolved**

That a letter be sent to TDBC advising that the PC is unaware of any separate bye-laws/bins. The PC was under the impression that any bye-laws in the Parish were TDBC bye-laws. Also, will ask for confirmation of any TDBC bye-laws applicable in the Parish and if there are no TDBC bye-laws in the Parish, will request to be added to the list.

**8.2 Current Dog Bin Provision**

Members were asked to consider the current provision following a query received by the Clerk from a resident of Kingston St Mary. The query had been prompted by the waste bin opposite the Swan Pub spilling on to the footpath when it was noted that there was a considerable amount of dog waste in the bin.

**Resolved**

The comments were noted. It was also noted that it is legitimate to put dog waste in ordinary waste/litter bins.

**9 SOMERSET STRATEGIC PARTNERSHIP** – Cllr Bradley fed back the details of the consultation event which took place on 7 January 2008. She advised that the event had concentrated on sustainability; discrimination; and influencing decision making.

**10 ANNUAL PARISH MEETING** – Members were asked to confirm items of the agenda and to consider a suitable venue for the meeting which is to take place on 10 March 2008

**Resolved**

The Clerk is to book Kingston St Mary Primary School Hall with a 7.00 pm start. The main items on the agenda will be the Chairman's Annual Report; and the Parish Plan.

David Greig from TDBC and Katy Calvert from the Community Council for Somerset will be invited to give guidance on how to proceed with the Plan.

**11 CONSULTATION**

**11.1 The Planning Inspectorate – Regional Spatial Strategy for the South West: Review of Additional Pitch Requirements for Gypsies and Travellers in the South West – the final copy of Matters and Participants for the Examination in Public opening on 4 March 2008.** The PC discussed the documentation which had been copied to all Members.

**Resolved**

To take no further action.

**12 CORRESPONDENCE**

12.1 TDBC - bulletin - Cllr Hancock

12.2 Taunton and District Citizens Advice Bureau – Members requested to consider whether to become a member of the Bureau

12.3 Somerset Primary Care Trust – Annual Report of the Director of Public Health

12.4 Somerset's Community Safety Newsletter

12.5 Running Forever Running Club – Letter advising of Fun Run on 17<sup>th</sup> February 2008 and request for feedback

12.6 CPRE Somerset – Somerset Matters – Autumn 2007 Newsletter

12.7 Quantock Hills AONB Service – Update Autumn/Winter 2007

12.8 Correspondence from Mr. T. Heayns dated 14 December 2007 (copy attached for Members).

Items of interest were noted and documents circulated as requested.

Matters arising from correspondence:

- Item 12.2 Cllr Tully spoke as a Director of the Citizens Advice Bureau and gave the background to the request.

**Resolved**

To take no action

- Item 12.6 – The Clerk is to forward the documentation to Mr Masterton-Smith.

- Item 12.8 – Correspondence from Mr T Heayns.

Cllr Barrie withdrew from the room because of his declared interest. He therefore took no part in the following discussion and decision made.

Cllr Stokes took the Chair.

The PC considered the correspondence from Mr Heayns and how to respond.

**Resolved**

The Clerk is to write to Mr Heayns acknowledging receipt of the

correspondence. The Clerk will also advise that his correspondence was placed before the PC at its meeting for consideration and that its contents have been noted.

Cllr Barrie returned to the meeting and resumed the role of Chair.

### **13 PLANNING MATTERS**

#### **13.1 Applications –**

20/2007/028 – Erection of First Floor Extension, Camplins, Church Lane, KSM

Cllr Miles declared an interest in the application. Reasons given are that he lives next door to the property and has received notification from the Local Planning Authority; and is a friend of the applicant.

Cllr Miles and Cllr Barrie took no part in the following discussion and the decision made due to their declared interest.

Digital photographs had been taken of the property and its location and these were circulated. The plans were also circulated and the proposed scheme outlined.

Members discussed the application and how to respond.

#### **Resolved**

That having considered the application the PC does not object.

20/2007/031 – Erection of a Dwelling with Internal Garage and Double Garage for Existing House at Rossiters, KSM

20/2007/032CA – Demolition of Existing Garage/Workshop Pursuant to the Erection of a Dwelling with Internal Garage and Double Garage for Existing House at Rossiters, KSM

The plans were circulated and the proposed schemes outlined. It was noted that planning permission for the development had been granted some years ago and that the applicant submits an application every three years to keep the permission alive.

Members discussed the applications and how to respond

#### **Resolved**

That having considered the applications the PC does not object.

20/2007/033LB – Internal Alterations and Lime Rendering of Rear Wall at 3 The Conies, KSM

20/2007/034 – Two Storey Side Extension at 2 Tainfield Cottages, Nailsbourne

The proposed schemes were outlined and the plans circulated.

Members discussed the applications and how to respond

#### **Resolved**

That having considered the applications the PC does not object.

#### **13.2 Waiting Decisions**

20/2007/029 - Change of use of Redundant Barn to Residential Dwelling, The Barn OS Field No 9138, Lodes Lane, Kingston St Mary, KSM

#### **13.3 Granted permission**

20/2007/026 – Removal of Agricultural Occupancy Condition 6 of Application 20/91/027 at Millfield House, Parsonage Lane, KSM

20/2007/027 – Extension to an Agricultural Building at Lower Marsh Farm, KSM

#### **13.4 Refused Permission - Nil**

#### **13.5 Withdrawn**

20/2007/030H – Application to Remove Approximately 280 Metres of Hedgerow on Land to the South West of Orchard House, Yarford, KSM

### 13.6 Other – Nil

## 14 SUBMISSION TO LINK-UP

### Resolved

That the following should be included:

- Water on road – hoping that representatives from relevant authorities will be able to attend the next meeting. Remind local landowners of their duty keep ditches/culverts clear.
- Annual Parish Meeting – advise of date, time and location. The draft Parish Plan framework will be presented for further comment
- Increased bus service
- Telephone box

## 15 FINANCIAL MATTERS

**15.1 Council Tax Base 2008-09** – Members considered the relevant documentation received from TDBC.

**15.2 Budget and Parish Precept 2008 – 2009** – The Members considered the budget as prepared and circulated by the Clerk. The Members were advised that the budget had been prepared on the basis of requesting £6,000 parish precept and if they wished to increase the amount of traffic calming funds applied in the year they should consider applying for an increased precept.

### Resolved

That the Parish Council applies for a precept of £7,000. The relevant form was completed and signed by the Chairman and Clerk and is to be returned to TDBC by the requested date.

**15.3 Budget against spend and bank reconciliation up until 31 December 2007** – The Clerk had prepared and circulated documents detailing the budget against spend and bank reconciliation.

### Resolved

The documents and financial records are to be checked and confirmed by Cllr Harris.

**15.4 Clerks' Salary** – Following the PC's approval of the Clerk's new rate of pay at the last meeting, the Clerk asked for confirmation as to how the new rate should be paid to her bearing in mind her forthcoming departure from the post.

### Resolved

Rather than updating the monthly salary standing order, a cheque for any outstanding salary owed should be paid to the Clerk on her departure.

**15.5 Proposed Funding for Kingston Youth Club** – The Clerk advised that she has not received any further information since the last meeting.

### Resolved

To place this item on next month's agenda.

**15.6 Footpath Cutting** – The Clerk asked Members which contractors should be contacted for quotes for grass cutting and footpath work

### Resolved

That the following should be contacted: Chedzoy, Parsons Landscapes and GWB Services

**15.7 Receipts:** Bank Interest £173.82  
Photocopying Charges £1.20

**Payments:**

**Resolved**

That the following payments should be made:

- Clerk’s Salary – S/O £ 228.11
- Village Hall Hire Charges (cheque no. 100) £27

**16 PERSONNEL MATTERS**

**16.1 Recruitment of replacement Clerk**

Cllr Miles declared an interest in this item as he is a friend of one of the applicants. Cllrs Barrie, Miles and Taylor therefore excluded themselves from the selection process due to their declared interest.

The Clerk advised that two applications had been received.

Members discussed the recruitment process and which Members should form the interview panel.

**Resolved**

That Cllrs Stokes, Bradley and Hancock shall carry out the interviews.

The Clerk will negotiate with all concerned to agree a mutually convenient date(s) for the interviews.

The Clerk is to request relevant guidance from SALC and forward it to the interview panel.

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

- Cllr Bradley is to approach the Environment Agency for a map of the Parish’s watercourses. Any fee will be placed on next month’s agenda for payment
- The Clerk had received notification of various courses to be held by SALC. This item will be placed on next month’s agenda.
- An invitation had been received to attend a free Flood Fair taking place on 22 February. The deadline for accepting is 7<sup>th</sup> February. Cllrs Clarke and Bradley are to attend.
- The Clerk had received notification that Rectory Road, Staplegrove, is to be closed for 4 weeks from 18<sup>th</sup> February. An item is to be placed in Link Up.

**18 DATES FOR FUTURE MEETINGS**

Mon 11 Feb 2008	Mon 10 Mar 2008	Mon 14 Apr 2008
Mon 12 May 2008	Mon 9 June 2008	Mon 14 July 2008
Mon 8 Sept 2008	Mon 13 Oct 2008	Mon 10 Nov 2008
Mon 8 Dec 2008		

**19 MEMBERS OF THE PUBLIC – Nil**

The meeting closed at 9.50 pm.

Signed .....

Date: .....