

## Kingsbury Episcopi Parish Council

Minutes of the Annual Meeting of the Parish Council held on Wednesday 7<sup>th</sup>  
September 2022 at 7.30pm at Kingsbury Episcopi Primary School

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**Present** – Cllr. David Hall (Chairman), Cllr. Nick Frost (Vice-Chair), Cllr. Clare Paul, Cllr. Peter Loxston, Cllr. Paul Carpenter, Cllr. Ginine Herridge, Cllr. Nick Pearce, Cllr. Dale Spree, Cllr. Richard Wilkins (District Councillor)

**In attendance** – Kelly de Silva (Clerk) and three members of the public

### 78. Preliminaries

#### Chairmans welcome

Cllr. Hall welcomes the Councillors and members of the public to the meeting with an explanation of Parish Council meeting etiquette, fire evacuation procedures and domestics.

**Apologies for absence** – Cllr. Matthew Miller, Cllr. James Jefferey, Cllr. Mac Harris, Cllr. Mike Stanton (County Councillor)

**Approve and sign minutes of the previous meeting** – The minutes of the Parish Council meeting held on Wednesday 6<sup>th</sup> July 2022 were agreed by all to be accurate and signed by the Chairman.

**Declarations of interests and dispensations** – None received.

**Questions and comments from the public** – A member of the public is present as a representative of the Speed Action Group (name yet to be officially agreed). They report an initial set of data collected from the SID has been circulated to the PC. They inform a group of five residents are in the process of building a portfolio to present to the PC in November. Cllr. Hall requests the portfolio include a full set of data rather than a summarisation.

The member of the public informs it is hoped the portfolio will include:

- \* A definition of a proposed 20mph boundary within the Parish including how this will be defined (e.g., a village gateway)
- \* Possibility of road humps and costings
- \* Average speed cameras and costings
- \* Road painting/roundels
- \* Signage
- \* Raised pedestrian crossing near the community centre, café and shop
- \* 30mph enforcement outside the proposed 20mph zone
- \* Environmental data and the effects of pollution by reducing vehicle speed
- \* Road safety impact and noise level readings

Cllr. Hall thanks them for their work and advises some of the areas hoped to be included within the portfolio are not within the remit of the Parish Council. The recommendations not within the PC remit would be County Council matters or in the case of enforcement, a Police matter. Cllr. Hall cautions hypothetically that some of the measures being considered may not be popular within the village, for example, speed humps and agricultural traffic.

A member of the public would like to raise an issue with the new equipment at the recreation ground. They state although the equipment is a welcomed improvement, the lack of steps to the slide means younger children cannot access it.

**Cllr. Pearce to highlight the comment to the amenities committee.**

1 Signed by the Chair .....

Date.....

*Cllr. Hall requests item 4 of the agenda (Speedwatch and Road safety) is moved to the start of the meeting for the purpose of continuity on this matter. All agree.*

### **79. Speedwatch and road safety**

Cllr. Loxston thanks the member of the public for compiling such a comprehensive portfolio on the speeding matter. Cllr. Loxston asks if there is sufficient time within a PC meeting to address and discuss the portfolio at length with the detail required to do it justice and properly. Cllr. Hall responds that on receiving the portfolio a sub-committee may be considered at the proper time to address the matter.

Cllr. Paul suggests once the portfolio is ready for presentation to the PC, it would be essential that both District and County Councillors are present.

Cllr. Hall informs there is **no formal way forward** in place yet – this will not be agreed until the dossier is submitted. It may be a consideration that Cllr. Stanton and Cllr. Wilkins are invited to discussions.

Cllr. Carpenter refers to the figures from the SID circulated citing they are horrific – with one vehicle exceeding 103mph. Cllr. Hall reiterates the importance of obtaining the full data and submission.

Cllr. Hall states speeding can be a contentious subject with differing views across the Parish. The Parish Council must serve all members of the Parish and consider their views.

Cllr. Hall enquires if the community Speedwatch team have been active recently – the member of the public responds yes and their findings are similar to that of the speed action group.

### **80. Planning**

**22/02428/PDE Rannerdale. Folly Road, Kingsbury Episcopi. TA12 6BH** Proposed single storey rear extension (i) the projection of the extension beyond the rear wall is 6.50m (ii) the maximum height of the extension is 3.5m (iii) the height at the eaves of the extension is 2.15m

*Kingsbury Episcopi Parish Council agreed to support this planning application*

### **22/02015/TCA Manor House, salon at Folly Road, Kingsbury Episcopi. TA12 6AT**

Notification of intent to fell No.8 trees and conduct tree surgery works to No.2 trees within a conservation area

*Kingsbury Episcopi Parish Council agreed to support this planning application*

### **81. District Councillor report and County Councillor report**

Cllr. Wilkins informs the District and County reports have been circulated to the PC.

Cllr. Wilkins adds that since the circulation, the consultation for LCN's (Local Community Networks) have gone live and recommends Parish Councillors register online with the SCC website to view the background brief and proposed plans.

The Clerk informs the consultation was received from SSDC today (07-09-22) so could not be included within this agenda for discussion. The consultation is open until 17<sup>th</sup> October and the Clerk will add it as an item for discussion in October.

Cllr. Hall asks Cllr. Wilkins about the timescales of LCN's and vesting day for 1st April 2023 for the Unitary authority. Cllr. Wilkins responds it is an issue - there have been pilot schemes with three suggested directions that are included within the consultation. Cllr. Wilkins states the brief will answer some questions – but will incite more questions to be answered. It may a case the LCN's will not be in place by the vesting day.

Cllr. Paul questions the finance update within the County report and asks what the predicted revenue budget overspend figure is liable to be. Cllr. Wilkins responds in the region of £44 million from what he recalls. Cllr. Wilkins reports this will be an ongoing issue as costs rise - it is difficult to put an exact figure on it.

Cllr. Paul informs in 2018 the budget was reset in order to manage it and asks how this will be managed moving forward. Cllr. Wilkins responds there are no firm details currently.

### **82. East Lambrook community school room project**

The Clerk informs the completed grant application form for £1000 (Min.60) with the requested supporting documentation was submitted to the PC and circulated 31-08-22. At the time of receiving the application form the total for fundraising stood at £4839.68. The Clerk requests authorisation to process the grant payment.

All were in favour – MOTION CARRIED.

### **83. Lock up update**

The Clerk reports the previous Clerk has received a refund of £70 from the land registry that has been passed to the PC. The Clerk informs Cllr. Jeffery will have a full update on the lock up for the next PC meeting.

### **84. Digital communications / Parish Council website**

Cllr. Herridge reports she has been in contact with the company offering to build a PC website. It has been expressed they have not set up a government website previously and as such are not an approved supplier which may be a future consideration.

Cllr. Herridge informs there will be ongoing costs for the PC for hosting, running the website and maintenance with the possibility of social media costs if this platform was to be explored. It is expected a full brief will be supplied by October.

Cllr. Hall requests once a brief is supplied could this be circulated prior to the meeting for Councillors to consider and ask any questions that may arise.

The Clerk reports as an action from the July meeting - the following information has been obtained:

It is advised (but not mandatory) to use a .gov website/domain name that costs approx. £300 bi-annually.

Business sponsorship is not permitted on .gov websites.

Other similar Parish Councils have reported an initial set up of a website as £600 with £300 budgeted annually for security fees, maintenance, plug ins etc.

Cllr. Loxston asks what the implications would be if the web design company - who has offered to do build the website for free - included their commercial logo on the website. Cllr. Hall asks for clarification on this matter for the next meeting.

### **85. Devolution of District assets and identifying assets.**

The Clerk reports she has contacted the Property and Development Manager at SSDC to tentatively investigate any assets that are maintained by District that may be devolved to Parish Councils. SSDC responded the PC are required to identify assets of interest and then demonstrate that a robust plan is in place to manage the assets.

The Clerk has further requested how the PC can obtain a list of SSDC assets within the Parish citing it seems unreasonable to ask the PC to "identify assets of interest and then demonstrate that we have a robust plan in place to manage the assets" without knowing the details of what those assets in the Parish even are. The Clerk has asked the Property and Development Manager at SSDC to reaffirm full details (location, site, maps) for all properties and land within the Parish - excluding verges, which are under the auspices of SSDC and is waiting for a response.

### **86. Purchase of a commemorative Jubilee Tree**

The Clerk reports enquiries have been made with re-imagining the levels (RTL) with regards to obtaining an Oak tree sapling. RTL funding is dependent on planting trees and hedges to combat climate change and soil erosion. The Clerk suggests once the sensory garden plans progress contact could be made with the organisation to obtain trees/saplings/hedge plants

to offset the CO2 output of the Parish and include a commemorative oak within the plan. Alternatively, a 15L 2m Oak sapling could be purchased at a cost of approximately £100 once a location has been identified. Cllr. Carpenter raises concerns regarding planting an oak tree in the burial ground citing another site may be more appropriate. All agree in principle for the purchase of a tree once a suitable location has been confirmed.

### **87. Wildlife Group update**

Cllr. Loxston reports the recent Summer Nature Calling Project was extremely successful with over eighty entries from under 18s submitting wildlife artwork. These pictures will be displayed on 24<sup>th</sup> September at St. Martins Church. Members of the wildlife group will also be present to promote the group and answer questions.

Cllr. Loxston informs the Wildlife Group will be authoring a regular article for the Parrett Talk informing the community what can be done seasonally within their gardens to promote wildlife, as well as information on other seasonal wildlife topics.

The Wildlife Group have not spent much of the SCC Climate Emergency grant that was awarded, but solid foundations are being laid without huge financial funding at present. The project is gaining momentum, it is moving forward, and finding different avenues focusing on climate and environment awareness.

Cllr. Hall asks with the absence of a PC website, what mediums are being used to publicise the project. Cllr. Loxston responds the group use a dedicated Facebook page and the Parrett talk but as more people get on board - with the current volunteers doing sterling work - this will grow and gain momentum too. It is a gradual process that is moving forward.

Cllr. Carpenter enquires if there are still plans for signage on Westmoor. Cllr. Carpenter informs motorbikes were on the moor again recently. Cllr. Loxston responds this has been an issue with 4x4's and motorcycle vehicles disturbing ground nesting birds, damaging the habitat within the SSSI area and disturbing inhabitants who live on the moor. An initial plan was to put in place signage to deter this; but identifying who owns the land and in particular the droves to acquire permission to place the signs has proven exceedingly difficult. Cllr. Loxston has attempted to work with English Nature, RSPB, and the EA but this has also been difficult as there is little appetite to support signage. Cllr. Loxston reports he has also received comments from the community expressing they do not wish for signage to be placed on the moor as it is a wild and natural area – so the signage will be dependent on many factors.

### **88. Sensory Garden update**

Cllr. Carpenter reports he attended a meeting with Cllr. Miller, Reverend Fillery and a garden designer – who has been incredibly involved at no cost – to view a preliminary draft design. The Reverend will take the initial design to the PCC for their consideration. A second draft will then be drawn up depending on the views of the PCC.

Cllr. Carpenter informs the initial draft includes 'zones' including artwork, a wildflower area, and a food garden area. Once it is approved by the PCC it will be presented to the PC.

The Clerk enquires as to why are the PCC are required to agree the layout of the sensory garden if the PC are to take ownership of the churchyard from the PCC. Cllr. Frost responds if the curtilage of the grade I listed Church was to be modified the diocese faculty may be required to agree any proposals.

### **89. Churchyard update**

The Clerk reports Reverend Fillery has responded to a correspondence sent on behalf of the PC confirming on transfer of the churchyard to the PC, the following areas will remain under the control and auspices of the PCC of St Martin's church:

The spotlights which illuminate the Church at night

The garden shed at the rear of the Church

The old boiler house at the rear of the Church

The oil tank required for the heating of the Church.

The Clerk informs the Reverend has confirmed the Ash tree has now been felled and is in the process of being removed, but unfortunately the Quinquennial report has still not been received from the architect so this cannot be provided.

Cllr. Frost reports there is a water pipe / tap that feeds the Church. It should be clarified and defined who will be responsible for this should it require maintenance in the future. There is also an underground electrical cable / feed that responsibility should be clarified.

Cllr. Carpenter reminds the PC of the huge amount of work the previous Chair and Clerk have done to reach this stage – but accepts this matter needs to move forward.

Cllr. Paul states the due diligence and additional checks have come to fruition that needed to be done but questions why the PC has never received the Quinquennial report.

Cllr. Carpenter agrees citing the report could contain something significant that could cost the PC a considerable amount of public money in the future.

Cllr. Frost states that even if there was something within the report the PC is still obliged to take on the churchyard from the PCC.

Cllr. Carpenter proposes the transfer does not commence until the Quinquennial report has been received by the PC citing if there is something of such significance within the report that is of serious concern the transfer of the Churchyard can be refused.

Cllr. Hall expresses if members of the PC feel no transfer should happen until the Quinquennial report has been received then the PC should wait. Cllr. Hall cautions he would not wish to see the transfer be directed to the District Council meaning a cost to the Parish over and above what the cost would be for the churchyard to be transferred to the PC.

Cllr. Paul suggests due to the current workstreams of District Councils, there is little chance of being pushed into a decision. Cllr. Paul states the PC has been promised the Quinquennial report which there is a hold up in receiving. Cllr. Hall agrees citing the district would probably not transfer the churchyard without the Quinquennial report either.

Cllr Hall proposes in principle the PC are ready for the transferral of the Churchyard on clarification of the electric and water supply queries and on receiving the Quinquennial report. All agree.

### **90. Footpaths and Bridleways**

The Clerk reports the bridleway at Polpitts (Min.73) has been reported and inspected by the Rights of Way warden. RoW informed they found the eastern end to be overgrown and have added this work to the flail contractor's schedule. They informed this will remain on their schedule for the future.

Cllr. Carpenter raises an issue with the Bridge PROW ref. L17/44 citing it is in a state of disrepair with a plank missing and rot in the wood that is a health and safety issue. This is highlighted on the ROAM map, but no remedial work has happened.

The Clerk will email the RoW warden to escalate this issue.

### **91. Highway Matters**

Cllr. Hall raises concerns over the verge on the road at Deadlands heading right informing it has dropped 6-9 inches. This could cause flooding on the road if not remedied.

The Clerk will report this to SCC Highways.

### **92. Chairmans award nominations**

The Clerk advises as this topic will involve discussions on individuals and their attributes this item should be held in a confidential session at the end of the meeting. All agree.

### **93. Kingsbury Mayfair update**

Cllr. Carpenter reports the Mayfair committee held a meeting recently to discuss costings currently being investigated to ascertain what can realistically be achieved with the funding

and human resources available for the 2023 festival. There will be an upcoming meeting for prospective new committee members. Cllr. Carpenter informs one of the biggest issues for the event is losing experienced volunteers – more volunteers are required to help with the event.

The recent “lock up” event was extraordinarily successful when “justice was served as was a lot of beer” with the event raising £900 for the May festival. Cllr. Carpenter informs it was a great community event, with approximately 150 attending to see a member of the community locked up overnight.

#### **94. Cost of living crisis**

The Clerk reports as we all know, the cost of living is raising exponentially. SSDC have expressed an interest in ascertaining what - if any plans - Parish Councils are considering in response to the crisis.

One solution SSDC and other PCs are considering are ‘warm hubs’ – the opening of village halls, community centres and alike offering a warm space. The Clerk asks if the PC should consider this.

Cllr. Paul responds there are sites within the village including the East Lambrook School Room and the Community Centre which could be considered.

Cllr. Paul informs there is a good foodbank in Curry Rivel and Langport. Cllr. Paul expresses if a need were identified the community would rally around very quickly.

Cllr. Loxston informs the community centre is already a hub for the community.

Cllr. Pearce agrees to approach the Amenities Committee to ascertain if this is something they have the resources to pursue and report back at the next PC meeting.

#### **95. Council tax reduction scheme consultation exercise**

It is agreed the consultation will be completed independently.

#### **96. Somerset day community groups**

The Clerk informs an email from the Chair of SCC has been circulated regarding the set-up of a communities group chaired by Mike Best, reporting to the Passion for Somerset Day CIC board to gather ideas for celebrating Somerset day in May 2023.

The clerk asks if there is someone or an organisation who may be interested in joining this group.

Cllr. Paul informs the community is very responsive to Somerset day. It is well publicised, with the community flying the Somerset flag in many places throughout the Parish.

Cllr. Frost reports as the Kingsbury festival is around the same time – they could be supported in unison.

#### **97. Financial matters**

##### **Cheques**

Mrs K de Silva	Clerk Salary – July	£388.50
Mrs K de Silva	Clerks Salary – August	£388.50
Mrs Kelly de Silva	Clerk Expenses 1x Lage postage (Burial docs) 2 x Stamps	£3.35
Wesley Harris	Cut of verges and visibilities in KE Parish	£1080.00
OCMIS (Rec)	Mower balance Service, labour, overhaul to mower, Oil, filters, belts, paint, Drive belt, Labour	£3663.30

Tim Gray	Installation of Jubilee lighting at Burrow Hill	£150.00
SSDC	Ranger for July	£192.07
SALC (0219)	Affiliation fees	£369.07
SALC (1336)	CoC Councillor training	£75.00
SALC (1392)	CE P2 Councillor training	£30.00
SALC (1209)	CE P1 Councillor training	£50.00
SALC (1252)	Planning Councillor training	£25.00
SALC (1425)	CoC Councillor training	£25.00
East Lambrook School Room	Grant (Min 82)	£1000.00
Susan Irvine Re-imburement	Wildlife Group nature calling prizes	£97.00
	Total	£7536.79

All were in favour for all payments to be made.

### 98. Other items for discussion

**Confidential Item** – Chairmans award nominations. A motion is passed to exclude all members of the public due to the discussion involving individual names and attributes.

### 99. Date and Time of the next meeting

Wednesday 5<sup>th</sup> October 2022 at 7.30pm at Kingsbury Episcopi Primary School

With no further business to discuss the meeting was closed at 8.45pm

Please e-mail any items for the agenda to the Clerk: [kingsbury-episcopi.pc@hotmail.com](mailto:kingsbury-episcopi.pc@hotmail.com) by 28<sup>th</sup> September 2022.

Kelly de Silva  
Kingsbury Episcopi Parish Clerk  
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07701 053 903

7 Signed by the Chair .....

Date.....