

# Kingsbury Episcopi Parish Council

## Minutes of the Meeting of the Parish Council held on Wednesday 4<sup>th</sup> January 2023 at 7.30pm at Kingsbury Episcopi Primary School

**Present** – Cllr. David Hall (Chairman), Cllr. Nick Frost (Vice-Chair), Cllr. Peter Loxston, Cllr. Paul Carpenter, Cllr. Ginine Herridge, Cllr. Nick Pearce, Cllr. Matthew Miller, Cllr. Carol Mason, Cllr. Richard Wilkins, (County Councillor).

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

### 162. 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. Dale Spree, Cllr. Clare Paul, Cllr. Mike Stanton

**Approve and sign minutes of the previous meeting** – The minutes of the Parish Council meeting held on Wednesday 7<sup>th</sup> December 2022 were agreed by all to be accurate and signed by the Chairman.

**Declarations of interests and dispensations** – Cllr. Miller declares an interest in planning applications 22/0922/HOU and 22/02923/LBC and will abstain from any vote. Cllr. Mason declares an interest as a member of the community shop committee and will abstain from any vote.

**Questions and comments from the public** – A member of the public queries a recent Parrett talk article mentioning the Kingsbury Speed Action Group survey citing they did not receive a copy. Cllr. Frost informs this was not a Parish Council survey. It was compiled and delivered by an independent village speed group.

A member of the public informs of recent flooding in East Lambrook – Gawbridge citing although it has been cleared; the culvert is too small and continues to become blocked with flood debris causing road surface flooding. The member of the public suggests a new culvert should be installed. They inform recent flooding issues at the site have been reported to SCC travel Somerset, but there have been no follow ups.

Clerk to report the issue. Clerk to inform Cllr. Stanton and Cllr. Wilkins of the issues.  
SCC report reference no. 665762

### 163. Planning

#### 22/03405/TCA Hamdon. Middle Street, East Lambrook, South Petherton. TA13 5HH.

Notification of intent to fell No.2 trees and conduct tree surgery works to No.1 tree within a conservation area

*Kingsbury Episcopi Parish Council support the planning application with no comments.*

#### 22/03373/TCA Vada Cottage. Folly Road, Kingsbury Episcopi, Martock. TA12 6AT.

Notification of intent to fell No.1 group of trees within a conservation area

*Kingsbury Episcopi Parish Council support the planning application with no comments.*

**22/02922/HOU New Cross Farmhouse. New Cross, South Petherton. TA13 5HD.** Partial demolition and reconstruction of rockery wall and demolition of remaining section of partially demolished garage wall (Retrospective)

*Kingsbury Episcopi Parish Council support the planning application with no comments.*

**22/02923/LBC New Cross Farmhouse. New Cross, South Petherton. TA13 5HD.** Partial demolition and reconstruction of rockery wall and demolition of remaining section of

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*Kingsbury Episcopi Parish Council support the planning application with no comments.*

#### **164. District Councillor report & County Councillor report**

Cllr. Wilkins apologises for the delay in the circulation of the reports due to the Christmas break.

Cllr. Wilkins reports the Local Government Reorganisation (LGR) is fast approaching with vesting day on 1<sup>st</sup> April 2023. The Unitary Somerset Council branding has been agreed to include a teal-coloured logo and white dragon. Cllr. Wilkins informs branding is a legal requirement. This has been developed in house at a cost of £75,000. This is a competitive figure in comparison with other Unitary Councils branding which have cost more than £400,000. The new logo will feature on Council buildings such as offices and libraries.

Cllr. Wilkins informs there are £2 single fare bus journeys available across Somerset from 1<sup>st</sup> January – 31<sup>st</sup> March funded by the Government to increase bus usage. Routes and participating operators can be found by visiting <https://www.somerset.gov.uk/busit>

Cllr. Wilkins reminds the PC be mindful of a correspondence circulated in November 2022 from Bill Revans (Leader of SCC) when considering the budget and precept for 23/24. This communication informed Parish Councils to consider rising costs and inflation - as no council is immune from the current national economic issues.

#### **165. Casual Vacancy**

The Clerk reports Cllr. James Jefferey has stood down from the PC.

The Parish Council declare a Casual Vacancy. The Clerk will notify the Electoral Officer and publish the public notices declaring the vacancy. Unless ten or more electors request for an election by 30<sup>th</sup> January 2023 to the SSDC Proper Officer, the PC can proceed to fill the vacancy by co-option at the March PC meeting.

#### **166. 23/24 Insurance Renewal**

The Clerk reports the revised annual insurance policy brokered through Came and Co with Hiscox has been circulated to the PC for consideration.

No issues with the statement of fact and policy are identified.

Cllr. Frost proposes the 23/24 insurance policy is accepted at a cost of £517.24. Cllr. Loxston seconds the motion, all in favour; MOTION CARRIED.

Cllr. Loxston requests the Wildlife Group are added to the policy for public liability insurance as an affiliated group of the Parish Council. All agree up to a cost of £100.00.

**Clerk to contact the insurers to request the Wildlife group are included within the insurance and proceed with renewal and payment.**

#### **167. Approve 23/24 Budget and Precept**

Cllr. Hall refers to Cllr. Wilkins earlier comments citing the current challenging financial situation and the PC is no exception. The PC has tough decisions to make.

Cllr. Hall reports at the previous meeting it was agreed raising the precept above the rate of inflation would be unjustifiable to the taxpayer.

Cllr. Hall summarises the actions from the last meeting informing the Chair and Clerk have devised and circulated a document for discussion based on a precept increase of 10% with an allocation to each line of PC outgoings. The grant allocation and distribution are to be discussed this evening, followed by the budget and precept being agreed.

The Clerk briefs on the current grant applications received totalling a minimum of £27,800 with a current total available for distribution of £17,414.78.

It is agreed to discuss each application received and allocate a portion of the available funding.

A full discussion, debate and deliberation ensues on each grant application received applying for a portion of the precept.

2 Signed by the Chair .....

Date.....

The following distribution is agreed Cllr. Hall proposes the following distribution, Cllr. Frost seconds the motion; six in favour, with one abstaining, one against – MOTION CARRIED.

May Festival	Contribution to Public convenience	£800.00
Parrett Talk	Shortfall for publishing and publication	£500.00
East Lambrook School Room	Phase 2 project work	£1000.00
Recreation Ground	Provision and maintenance	£7000.00
Community Shop	Provision of local service	£7000.00
Ad hoc grants to be allocated 23/24	Plus, funding reallocated from other lines	£2114.78
	Total	£18,414.78

Cllr. Hall proposes the presented budget discussed in Minutes. 128, 148 & 168 for the 23/24 Fiscal year is accepted with an outgoing budget cost of £44,000 for the Parish Council. Cllr. Loxston seconds the motion; seven in favour, one against – MOTION CARRIED

#### Precept proposal

	22/23	23/24	Increase/(decrease) amount	%
Tax Base (SSDC)	559.12	582.15	23.03	4.12%
Precept (PC)	40000	44000	4,000	10.00%
Band D amount	71.54	75.58	4.04	5.65%
A 6 / 9	47.69	50.39	2.69	5.65%
B 7 / 9	55.64	58.79	3.14	5.65%
C 8 / 9	63.59	67.18	3.59	5.65%
D 9 / 9	71.54	75.58	4.04	5.65%
E 11 / 9	87.44	92.38	4.94	5.65%
F 13 / 9	103.34	109.17	5.84	5.65%
G 15 / 9	119.23	125.97	6.73	5.65%
H 18 / 9	143.08	151.16	8.08	5.65%

Cllr. Hall proposes the Parish Precept for the 23/24 Fiscal year is increased by 10%, slightly below the rate of inflation from £40,000 - £44,000. Cllr. Frost seconds the motion; seven in favour, one against – MOTION CARRIED.

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

Cllr. Miller reports he has been working with Cllr. Herridge to build the website which has been circulated to the PC in its staging demo form. Cllr. Miller seeks approval to go live with the website to enable the next phase of work to commence before the official launch. Cllr. Miller informs the website will include live updates on items such as flooding and current planning applications appearing on a planning map.

All were in favour of the website progression required prior to launch.

Cllr. Hall thanks Cllr. Miller and Cllr. Herridge for their work on building the website.

#### **169. Wildlife group update**

Cllr Loxston reports the Wildlife group will be holding a bird and small mammal nest box

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Date.....

building workshop at St. Martins Church rooms on 28<sup>th</sup> January at 10am.  
Cllr. Loxston informs the group have only spent a small portion of the SCC Climate emergency grant awarded. The group have plans for the installation of information signs at strategic points on flora, fauna, and ground nesting birds. The group are liaising with SCC on how the grant is being used. The group have slightly deviated from the original program – but it has improved for the better.

**170. St. Martins Churchyard/Exploratory Garden update**

Cllr. Miller reports the next stage of plans for the community garden are underway. Stage one entailed working with the church to establish initial plans; stage two was obtaining approval from the Diocese environmental commission. Stage three involves taking initial plans to be approved by the Diocese buildings and planning, which will subsequently be presented to the PCC prior to a proposal to the PC.  
The Clerk enquire if there is an update on the transferral of the churchyard to the PC as there has been no update received since October.  
Cllr. Miller agrees to communicate with the PCC on the matter.

**171. Lock up update**

Cllr. Miller reports former Councillor James Jefferey has completed the paperwork to send to the land registry for the PC to continue work to acquire ownership of the building.  
*(The Clerk signs the land registry paperwork on behalf of the PC.)*  
Cllr. Hall thanks James Jefferey for his continued work on the behalf of the PC on the lock up.  
Cllr. Miller informs there has been a considerable amount of positive feedback and comments on the Christmas decorations at the lock up. This was decorated sympathetically using appropriate fixings by Cllr. Miller and Mr. Jefferey. For future decorating of the building, Cllr. Miller has consulted English Heritage regarding permanent fixings for historical buildings. They have offered to provide advice on a solution for such fixings at no cost. Cllr. Miller requests approval from the PC to pursue this. All agree.  
Cllr. Miller requests the key to the lock up is kept by the Clerk or the Chair. It is agreed the Cllr. Hall will have guardianship of the key.

**172. Shop volunteer group committee**

Cllr. Mason reports the committee have considered an inclusive warm hub/exercise for over 65's and a soup and roll offer. Cllr. Mason has been seeking advice from Age UK on how to progress these ideas. Cllr. Mason requests PC assistance may be required to apply for funding for such initiatives as they develop. Cllr. Hall informs any assistance request and proposals can be presented to the PC for consideration as they arise.

**173. SID update**

Deferred.

**174. Warm space provision – service to the community**

Item included in Minute 172.

**175. Kings Coronation – 6<sup>th</sup> May 2023**

The Clerk asks if there is an appetite to form a working group for the Kings Coronation. There is a small budget available for an event. The Clerk informs an event for the Queens Jubilee was not that well attended.  
Cllr. Carpenter reports most people opted to do their own street parties and celebrations. A street party on Silver St. was quite well attended. Cllr. Carpenter suggests the small budget of £500 could be allocated to local street parties rather than one big event.  
Cllr. Miller informs there was a well-attended jubilee celebration in East Lambrook and suggests publishing an article on the website at the right time to encourage locally organised street parties to apply to the small pot of funding available to support Coronation

celebrations.

Clerk to add the item to the next agenda

### **176. Footpaths and bridleways**

The Clerk reports there has been no further update on the bridge closures on footpaths 17/44 and 17/55.

Cllr. Frost enquires about a previous suggestion to explore new right of way routes. Cllr. Loxston informs this was explored pre covid, but due to the amount of work involved and gaining permissions on routes; although it was a nice idea for the Parish, the work to re-activate ancient footpaths was immense with many implications.

### **177. Highways matters**

Cllr. Hall informs the culvert at Gawbridge reported during public question time will be pursued by the PC. Cllr. Hall reports the ditch at Little Lane has been cleared by SCC Highways, although disappointingly the Japanese knotweed has not been cleared. Cllr. Hall agrees to mend the Little Lane sign which has been damaged during the clearance.

The Clerk reports a correspondence was received 02-01-23 from a member of the public informing the flood gates at the Huish end had been locked open with insufficiently organised road closed due to flooding signage. This was reported to County roads.

***Please note – Road flooding issues can be reported directly to Somerset County Council (SCC) at;***

<https://www.somerset.gov.uk/waste-planning-and-land/flooding-information/>

***Road defects such as potholes, blocked drains/gullies and verge damage can be reported directly at;***

<https://www.somerset.gov.uk/roads-and-transport/report-a-problem-on-the-road/>

or

<https://www.fixmystreet.com/>

### **178. Floods**

Cllr. Miller informs up to date flood information will be available on the website once it is launched with information on how to actively report issues.

Cllr. Loxston thanks Cllr. Frost for a document he compiled on local flooding processes and information. Cllr. Loxston requests this is published in the public domain.

Cllr. Frost agrees to refine the document for publication.

### **179. Kingsbury May festival**

Cllr. Carpenter reports a recent lantern making and light procession organised by the Kingsbury May Festival Committee was very well attended. Cllr. Carpenter thanks all who attended and supported the event.

Cllr. Carpenter also expresses gratitude to the Community Centre who, free of charge, hosted a quiz raising funds for the festival.

Planning is well underway for the festival to be held on 1<sup>st</sup> May 2023.

### **180. Neighbourhood Plan**

A member of the steering group for this informs an article has recently been published in the Parrett Talk to engage with the community on the project. They inform if there is no enthusiasm from the community on pursuing the project – then it will not happen.

Cllr. Frost enquires how many people would be required to make the project viable. The member of the group responds ideally 10.

*If you are interested in joining the Neighbourhood plan group or would like to find out more information, please email [kenhplan@gmail.com](mailto:kenhplan@gmail.com)*

## 181. Financial matters

### Cheques

Mrs K de Silva	Clerk Salary – December	£418.50
Mrs K de Silva	Clerk expenses – A4 paper	£4.75
A J Gallagher (Hiscox)	Annual insurance (Min.166)	£517.24
B White	Re-imbusement for wildlife group workshop materials	£67.24
S Brooks	Re-imbusement for the purchase of a new de-fib battery	£222.00
	Total	£1229.73

All were in favour for all payments to be made.

### 182. Other items for discussion

Cllr. Wilkins reports Landmark Langport who maintain historic buildings in Langport are desperately in need of trustees. If you have an interest in historic buildings and are able to offer your assistance, please contact them directly on [admin@landmarklangport.org.uk](mailto:admin@landmarklangport.org.uk)

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

Wednesday 1<sup>st</sup> February 2023 at 7.30 pm at Kingsbury Episcopi Primary School

With no further business to discuss the meeting was closed at 9.17pm

Please e-mail any items for the agenda to the Clerk: [kingsbury-episcopi.pc@hotmail.com](mailto:kingsbury-episcopi.pc@hotmail.com) by 23<sup>rd</sup> January 2023.

Kelly de Silva  
Kingsbury Episcopi Parish Clerk  
10 Bay Hill, Ilminster, Somerset. TA19 0AT.  
07701 053 903

6 Signed by the Chair .....

Date.....