

Kingsbury Episcopi Parish Council

Minutes of the meeting of the Parish Council held on Wednesday 12th June 2024, 7.30pm at Kingsbury Episcopi Primary School.

184. Attendance and Apologies

Present: Cllrs Hall, Carpenter, Spree, Baldock and Stanton; Mrs Larsson (Clerk); Somerset Council Cllr Stanton

Apologies for absence – Cllr Frost, Paul, Loxston and Herridge; Somerset Council Cllr Wilkins

185. Declarations of Interest – None.

186. Parish council vacancies

There are currently two vacancies which the council may co-opt new members for. Anyone interested in applying or who would like to know more should contact the Clerk or one of the Councillors for more information.

187. Approve and sign minutes of the previous meeting

RESOLVED that the minutes of the Parish Council meeting held on the 1st May 2024 were an accurate record of the meeting, and duly signed by the Chair.

188. Somerset Councillor Report

Cllr Stanton advised that the re-organisation at Somerset Council is progressing and to expect further redundancies following to approval of the initial voluntary ones. He advised that while planning officers were not included within the roles eligible for voluntary redundancy, a number have left which has meant the department resources are very stretched at present.

Construction at the Gravity site is due to commence in the summer. Registration for supply chain at the site is open to enable a list of contractors to be built up.

The Rural England Prosperity Fund are currently accepting grant applications from business for up to £100,000, with a deadline of March 2025 for spending any award.

Waste collection calendar cards should have now been received by all households in preparation for the new collection days.

At the Local Community Network AGM a new Chair, Sean Dromgoole, and Vice Chair, Tim Kerley, were appointed for the forthcoming year.

189. Public Question Time

A resident raised concern regarding parking during events in the parish. The commented that the May Festival arrangements are managed well but felt other events had caused issues on the roads. Councillors agreed to contact organisations who hold events and ask they are mindful of arrangements and communicate those to participants.

The same resident queried the necessity of the number of noticeboards in the parish. Councillors did not support the view that there were too many, feeling that it was a large parish, and noticeboards were a good way to give people access to information locally. Flyposting on lamp posts was also commented on by the resident, which the Parish Council do not have any specific powers to tackle but commented that they understood it was illegal so any notices could be removed if they were seen.

190. Planning Applications

- a. 24/01033/HOU: 23 Stembridge Kingsbury Episcopi TA12 - Erection of two storey side extension and double garage

RESOLVED to submit a “no objections” response on the application.

- b. 24/01255/LBC: East Lambrook Farm Middle Street East Lambrook TA13 5HH - external and internal alterations to existing outbuilding/extension

RESOLVED to submit a “no objections” response on the application.

The response will be sent to Somerset Council Planning and will be available to view on the planning portal against the respective applications in due course. [Link to Planning Portal](#)

191. Financial Matters

- a. Internal Auditors report: Councillors received the report in advance of the meeting and the contents were noted during the meeting.
- b. Annual Governance Statement: Councillors reviewed each item of the governance statement and, considering the internal audit findings for the financial year 2023/24, RESOLVED to approve the Annual Governance Statement. It was acknowledged by the council that they were unable to answer “yes” to items 4 and 5 of the statement.
While item 4, the public rights notice was published, the period had been calculated incorrectly. This period would be checked and agreed in agenda item 8d for the year 2023/24
In respect of item 5, an old written risk assessment exists, but the Council acknowledged that this had not been reviewed and would be addressed as a matter of priority.
- c. Annual Accounting Statements: RESOLVED to approve the Annual Accounting Statements.
- d. Exercise of Public Rights: RESOLVED to set the period of inspection for 30 working days commencing on 24th June 2024. Notices will be displayed on the parish noticeboards and website.
- e. Financial report to 31/5/2024: RESOLVED to approve the financial statement.
- f. Payments: RESOLVED to authorise the following payments

| | | |
|---------------------------------|---|------------|
| K Larsson | Clerk Salary incl. PAYE (May) | £445.60 |
| K Larsson | Admin expenses (May) | £74.01 |
| S Wright | Grass Cutting (May) | £700 |
| J Simmonds | Internal Audit | £200 |
| Information Commissioner Office | Annual Fee | £35* |
| Parrett Talk | Grant Award 2024/25 | £750 |
| East Lambrook School Room | Grant Award 2024/25 | £1000 |
| KCEL (Community Shop & Café) | Grant Award 2024/25 | £8000 |
| Kingsbury Community Centre | Grant Award 2024/25 | £9000 |
| Kingsbury May Festival | Grant Award 2024/25 | £462.50** |
| Internal account transfer | Transfer from savings to current a/c to cover outgoing expenses | £25,000.00 |

* It was RESOLVED to set up a direct debit for the annual payment, thus saving £5 per year.

** See minute 192 below.

192. Grant application – Kingsbury May Festival

RESOLVED to amend grant award amount to a reduced amount of £462.50 following unexpected cancellation of the event due to inclement weather.

193. Grant application – St Martins Church Rooms

RESOLVED to award a £200 donation towards maintenance of the car park.

194. Council Meeting Venue Charges

RESOLVED to continue holding meetings at Kingsbury Episcopi Primary School with a new hire charge of £10 per hour/£20 per meeting.

195. Verge Cutting:

RESOLVED to accept the quotation from Westley Harris for £1060 + vat.

196. Updates

- a. Local Community Networks –. Further information on the LCN’s can be found on the Somerset Council website at the following link <https://www.somerset.gov.uk/local-community-networks/>
- b. Wildlife Group – No update in Cllr Loxton’s absence.
- c. Sensory Garden – No update in Cllr Loxton’s absence.
- d. Cemetery & Churchyard – The Clerk suggested a review of the maintenance needed in the Churchyard and Cemetery, to tie in with works being undertaken in the grounds maintenance contract and Wildlife Group work. A date will be organised to meet on site.

- e. Lock-up – No updates.
- f. Defibrillator – Dates will be published once training can be organised.
- g. Highways – A resident had advised there are investigations to the layout at Stockditch bridge due to its vulnerability being hit by vehicles.
Residents are encouraged to continue reporting any issues on the roads, such as potholes or damaged structures, directly to Somerset Council so they can be accurately recorded and dealt with as promptly as possible. The online reporting tool on the Somerset Council website can be found on the following link: <https://www.somerset.gov.uk/roads-travel-and-parking/report-a-problem-on-the-road/> or alternatively the Fix My Street website can be used <https://www.fixmystreet.com/>
- h. Flooding – Nothing additional to report.
- i. Footpaths and Bridleways – Cllr Spree advised that the ROW behind the Rusty Axe was blocked at Pulpitts Way and has reported to Somerset Council. Information on rights of way and a tool for reporting issues to Somerset Council can be found at <https://roam.somerset.gov.uk/roam/map>

197. Items for the next meeting

- a. Signage for Community Shop.

198. Date and time of next meeting

Wednesday 3rd July 2024, 7.30pm. To be held at Kingsbury Episcopi Primary School

The Chair closed the meeting at 8.47pm.

Signed

Date

Initial