

KINGSBURY EPISCOPI PARISH COUNCIL

Minutes of the Ordinary Meeting of the Parish Council

held on WEDNESDAY 2ND OCTOBER 2024, 7.30PM at Kingsbury Episcopi Primary School

223. Attendance and Apologies

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

Apologies for absence: Cllrs Stanton, Loxston; Somerset Council Cllr Wilkins

224. Declarations of Interest

225. 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.

226. Approve and sign minutes of the previous meeting

RESOLVED that the minutes of the Parish Council meeting held on the 4th September 2024 were an accurate record of the meeting, and duly signed by the Chair.

227. Planning Applications

There were no new applications to consider.

Notification of intent to carry out tree surgery works in a conservation area received: 24/02180/TCA: Honeysuckle Cottage Silver Street East Lambrook TA13.

Full details of applications can be found on the Somerset Council planning portal [Link to Planning Portal](#)

228. Financial Matters

- a. Financial report to 30/9/2024: RESOLVED to approve the financial statement.
- b. Payments: RESOLVED to authorise the following payments

K Larsson	Clerk Salary incl. PAYE (September)*	
K Larsson	Admin expenses - stamps	£6.80
S Wright	Grass Cutting (September)	£700
PKF Littlejohn LLP	External Audit Fee	£378

**Salary information protected under GDPR.*

- c. The council noted conclusion of 2023/24 external audit, and RESOLVED to set a period of 30 days for publication of the notice.

229. To consider quotation for maintenance of the cemetery boundary hedge

RESOLVED to proceed with works to reduce the hedge on both the cemetery side of the fence and the track side, which has been established as under ownership of the parish council. The works will be carried out by the councils appointed grounds maintenance contractor at a cost of £600.

230. Updates

- a. Local Community Networks: No updates to report.
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 updates to report.
- c. Sensory Garden: No updates to report.
- d. Cemetery & Churchyard: Enquiry was received for upfront payment for future interments, but the council agreed this was a potentially complicated matter which would be better suited to being managed by a funeral directors.
- e. SID: No updates to report.
- f. Lock-up: Land Registry survey took place on 18th September. Currently awaiting land charges search to complete registration with Land Registry. A budget will need to be considered for ongoing maintenance and any additional insurance liability.

- g. Defibrillator: It was suggested that an additional defibrillator could be located at New Cross Hill. To be investigated and added to a future agenda.
- h. Highways
 - i. It was suggested that a sign should be in place to indicate pedestrians in the road along Bladon Hill. Somerset Council Traffic Management will be consulted.
 - ii. Surface dressing has taken place across the parish and lines have been re-instated by the school.
 - iii. Report of concern of stability of a wall at Folly Road was received. The council will contact the property owner and advise Somerset Council who have ultimate responsibility for highways safety so they are aware.
 - iv. The Clerk followed up with Highways regarding the ongoing issue of the drainage and surface flooding at Little Lane. They are aware the road has flooded again recently and advised they will keep pressure on for the works to take place.

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/>

b. Flooding

c. Footpaths and Bridleways

The issues of obstruction on the footpath between Middle Street and Scotts Lane has been reported to Somerset Council. Letters will be delivered to adjoining properties to request maintenance of any hedges and/or trees which are encroaching on the path. Somerset Council will be sent a copy for their records.

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>

231. Items for the next meeting

Future burial space; Defibrillator at New Cross Hill; Entry way signs.

2025/26 grant applications to be added in December.

Any additional motions for inclusion on the next agenda should be received from councillors by the Clerk as per standing orders.

232. Date and time of next meeting

Wednesday 6th November 2024, 7.30pm. To be held at Kingsbury Episcopi Primary School

The Chair closed the meeting.

Signed*David Hall*.....

Date6th *November 2024*.....