

KINGSBURY EPISCOPI PARISH COUNCIL

Minutes of the Ordinary Meeting of the Parish Council

held on WEDNESDAY 6TH NOVEMBER 2024, 7.30PM at Kingsbury Episcopi Primary School

233. Attendance and Apologies

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

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

234. Declarations of Interest: None.

235. 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.

236. Approve and sign minutes of the previous meeting

RESOLVED that the minutes of the Parish Council meeting held on the 2nd October 2024 were an accurate record of the meeting, and duly signed by the Chair.

237. Planning Applications

There were no new applications to consider.

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

238. Financial Matters

- a. Financial report to 31/10/2024: 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	£11.88
S Wright	Grass Cutting (October)	£700
SALC	CiLCA support course for clerk	£300**
Netwise	Annual website hosting, support & domain	£420
RBL	Poppy donation	£25

*Salary information protected under GDPR.

** Cost to be partly recovered from the clerks other council employers.

239. Burial space

Early discussions are taking place with regards to possibility of securing some land. Cllr Loxston will follow up with the landowner.

240. Defibrillator at New Cross Hill

A local business has agreed to allow installation of a new defibrillator on their property. Grant funding for the unit is being looked into as well as donations from local business and residents.

241. Somerset Local Plan consultation

RESOLVED for councillors to submit their responses to the Clerk which will be collated and submitted before the deadline for comments.

242. Councillor and general 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: Report has been received regarding some of the churchyard path being uneven. This will be investigated and any required actions considered at a future meeting. Grounds maintenance contractor will be consulted regarding treatment of the grass which is narrowing the cemetery footpath.

- e. SID: No updates to report.
- f. Lock-up: Valuation and condition survey to be organised to identify any works required and value for insurance purposes. To be discussed at a future meeting.
- g. Highways: No updates to report.

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/>

- a. Flooding: Councillors were assured by Somerset Council Cllr Stanton that Somerset Rivers Authority funds are ringfenced and would not be accessed for other means.
- b. Footpaths and Bridleways: Delivery of letters to properties adjacent to the footpath between Middle Street and Scotts Lane regarding clearing hedge growth was delayed but will be carried out soon.

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>

243. Items for the next meeting

2025/26 grant applications; Village entryway signs; Survey of the lock-up; Burial space; Transfer of assets from Somerset Council; Rights of way maintenance.

Annual Parish Meeting 2025 – Invitation to be sent to the Environment Agency to attend and present.

244. Date and time of next meeting

Wednesday 4th December 2024, 7.30pm. To be held at Kingsbury Episcopi Primary School

Note: Due to the new year bank holiday the January 2025 meeting will be on Thursday 9th.

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

Exempt Business: The Parish Council resolves that in view of the confidential nature of the business about to be transacted (legal, personal or commercial), the press and public be excluded in accordance with the Public Bodies (Admission to Meetings) Act 1960, and they are instructed to withdraw.

245. Local Government Services Pay Agreement

To note revision to the SCP salary rates effective 1st April 2024. Clerks hourly rate to be amended to reflect the new pay scales, with the increase backdated to 1st April 2024.

The Chair closed the meeting at 9.00pm

Signed

Date