

KINGSTON SEYMOUR PARISH COUNCIL

Minutes of a meeting of the Kingston Seymour Parish Council held on
Wednesday 9th July 2025 at 19.30
At the Kingston Seymour Village Hall, Ham Lane, Kingston Seymour

Councillors Present:

Richard Barber (RB) Vice
Chairman *And Chair for this meeting*

Paul Cox (PC)

Andy Gillam (AG)

Susie Humphries (SH)

Fred Malton (FM)

Mike Sewell (MS)

In attendance:

Steve Dixon (SD) Clerk & RFO

Wendy Griggs (WG) District
Councillor

3 Members of the Public

1. Apologies for absence

Apologies had been received from Councillor Bartlett (ZB) and District Councillor Steve Bridger

2. To record declarations of interest in items on the agenda

None

3. Members of the public are invited to address the council

Those present were invited to speak at the relevant point in the agenda.

4. To confirm the minutes of the following meetings

- Annual Meeting of the Parish Council – 7th May 2025

It was proposed by AG, seconded by PC and supported unanimously that these were a true record.

- Full Council Meeting – 7th May 2025

It was proposed by PC, seconded by SH and supported unanimously that these were a true record.

Action: Clerk to post both sets of approved minutes on the website

5. Police and Neighbourhood Watch

There had been a change of structures within the Police team and we have been advised by the Inspector in charge that Sgt Tim Stride now leads the local Neighbourhood team of PCs and PCSOs. This group is supported by the 24/7 Patrol team who will respond to incidents and by the Operations team of specialist road policing officers, dog handlers and armed response units.

Recent criminal activity in the area had included youths riding off road motorcycles on footpaths in Yatton causing danger and nuisance for residents. The Neighbourhood Watch coordinator had advised that travellers had been in the area and warned residents to beware of individuals knocking on doors and offering garden and tree services.

The Police will welcome reports of any incidents as these will help build a stronger picture of these activities and allow the deployment of resources.

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6. Infrastructure. To receive updates and to agree the next actions on:

6.1 Duck Lane Link

Work to improve the safety of the Duck Lane link entry to Lampley Road – which had been championed by the parish council and led by RB – had been started today (9th July) with lining work and should complete on the 10th with signage improvements.

6.2 Tutshill Route and the Mud Lane & Yeo Bank Junction

NSC contractors have, within the last few days, undertaken the road marking plans that were drawn up in 2022 and which were not completed before the route opened last year. These works should, collectively, now improve user safety along the route.

Following parishioner feedback about near misses at the Mud Lane/Yeo Bank junction, RB and SD had prepared a paper to be sent to NSC and had sought approval from residents in the immediate vicinity.

On the 4th July, NSC contractors painted some road markings at this location – as was to have been recommended – so the proposed paper to NSC has been amended to focus on additional signage here. After discussion, it was agreed that the parish council would lodge this request to NSC.

Action: Clerk to write to NSC to express our thanks for the new road markings on the route and to request the additional signage at this junction.

It appears that the Tutshill Route at Mud Lane - and to the south of that - may be being indicated on some sat nav systems as an available route for motor vehicles.

Action: Clerk to write to NSC Highways and to Google to ensure that this route is categorised correctly.

6.3 Roads

After years of requests from the parish council, we are pleased to note that NSC have installed some robust concrete borders to one side of the New Cut Bow junction. The railings on the opposite side have so far escaped significant incident. These, coupled with the new road markings, should make this junction much safer.

Some repair work had been attempted in Yew Tree Lane. The condition of parts of Back Lane continued to deteriorate.

6.4 Footpaths

Whilst the coastal footpath has been authorised for over a year, we understand that NSC are just starting to discuss – with Natural England - the establishment of the project.

AG reported that materials to repair the bridges on the footpath behind the village hall had been secured and the work would be done when time permits.

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6.5 Village Maintenance

A quotation had been sought for the Annual Hedge and Verge cut – which gives a significant benefit to safety in our lanes in the autumn and winter - and the one from our regular contractor (AC Harris) has been accepted at a price of £825 +VAT. Proposed by PC, seconded by FM and supported unanimously.

Action: Clerk to confirm to Mr Harris that we wished him to proceed in early September

7. Services, Resilience & Community. To receive updates and agree any necessary actions:

7.1 Climate Emergency & Sustainable Travel

Smart Systems had undertaken changes to the lighting regime in their yard to prevent light pollution across to much of the village. These seem to have been successful, and the clerk has thanked them for their assistance. As the days draw in, it will be easier to check the effectiveness of their actions.

The clerk advised that NSC had launched a travel survey for citizens to convey how they feel about moving to more sustainable transport. Links to the survey had been placed on the website. It did not need a parish council response.

7.2 Aromas from the Treatment Works

Over the last couple of months, parishioners had been commenting to the parish council about the pungent aromas emanating from the water treatment works in the north of the parish. Two parishioners who attended the meeting relayed their experience and their efforts to encourage Wessex Water to take action but with little apparent progress.

After initial enquiries of Wessex Water appeared to draw very little action, the parish council had formally written to Wessex Water (WW) to ask for their immediate actions to resolve the matter. Their response was read to the meeting and was felt to be very disappointing as it sought to distance the company from any responsibility. It was noted that the smell is usually worse in the latter afternoon and early evening.

After discussion, it was agreed that the parish council would:

- 1) Express its disappointment in WW's response and advise them that the matter will be pursued
- 2) Follow the complaint escalation route to the Consumer Council for Water (CCW)
- 3) Brief our MP, Tessa Munt, into the actions we are taking.
- 4) Encourage our parishioners to keep records of smells (an "Odour Diary") as may be required for evidence later in the complaint process.

Action: Clerk to escalate the complaint and actions as above.

7.3 Defibrillator and First Aid Course

The clerk had approached South West Ambulance Service about providing a defib and blood kit awareness session for parishioners and they have agreed to do so. A date of Wednesday 8th October had been agreed, and the Village Hall has been booked. The course will be free to attendees.

Action: Clerk to publicise the event on the website and Facebook

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7.4 NSC Local Plan Update

NSC had undertaken a Regulation 19 request for sites and had now determined which sites they want to support for their Local Plan to 2040 and whose numbers will meet the increased (by 8k) Government target of 23.5k homes over the next 15 years.

A large site between Kingston and Yatton – which had been put forward – is NOT in the current plan and there are many other sites across the district in this position. It will take until December 2026 for the Local plan to become fully adopted.

8. Administration and Communication

8.1 Review the Complaints Policy and agree any changes

The clerk advised that there had been no suggested changes by the professional bodies. He therefore proposed that the existing policy was readopted for a further year, and it was proposed by AG, seconded by SH and supported unanimously that this be the case.

Action: Clerk to place the readopted policy on the website.

8.2 Review the Meeting Action Tracker and agree any actions

The clerk maintains a tracker for all of the actions from meetings and the outstanding items were reviewed. There is no additional action needed to this time and clerk to continue to maintain and to issue periodically.

8.3 Controlled web domain and email addresses

The clerk advised that the auditing body for the council now required us to have our website in a secure – owned – domain and that the primary email address for the parish council should also be securely domiciled. It was also strongly suggested that councillors had their own email addresses in a controlled environment, and that we should move to a gov.uk domain name as have many other councils across the country. A paper detailing the position and costs had been sent to councillors in advance of the meeting.

After discussion, it was agreed that the parish council should move to the gov.uk domain and that councillors would each have an email address that was domiciled within that domain. The charges from our website provider were understood and agreed. The existing domain name will be retained to prevent inappropriate future use by another party. This was proposed by FM, seconded by AG and supported unanimously.

Action: Clerk to confirm with ZB that she is comfortable to proceed with a dedicated email and to confirm with our website supplier that emails of a future retiring councillor could be retained in an archive for the required 7-year period.

Action: Once the above action has been completed, the clerk to instruct Somerset Web Services to proceed and to manage the project to implementation.

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9. Finance

9.1 Current Financial Report

The clerk reported that the first half of the precept had been received and that the council had £8 k in its general funds and a further £6.2k in its War Memorial Reserve account. The clerk advised that following requests from councillors, the War Memorial Reserve account was being shown separately to the general funds. The general funds consist of the current account and the original business reserve account.

Suggestions about the presentation of the position report were made and the clerk will enact these for next time.

Action: Clerk to make the suggested enhancements and review with councillors.

10. External Meetings

The clerk had attended the NSC Planning Session and had briefed councillors on the outcomes.

11. Receive very recent correspondence

There was no new information that hadn't already been covered as part of an Agenda item.

12. To Agree items for the meeting on the 22nd September 2025

The meeting will include review the council's Standing Orders and its Social Media policy. Other items of importance will be included, and Councillors will be asked to add other items when the draft agenda is issued in early September.

There being no other business, the meeting closed at 9.15 pm.

Steve Dixon

Steve Dixon,
Clerk & Responsible Financial Officer,
10th July 2025