

**HOLCOMBE PARISH COUNCIL**  
**MENDIP DISTRICT OF THE COUNTY OF SOMERSET**

**[www.holcombepc.org.uk](http://www.holcombepc.org.uk)**

Clerk: Vickie Watts, Gallant Hill Farm, Foxcote, Radstock, BA3 5YB  
[clerk@holcombepc.org.uk](mailto:clerk@holcombepc.org.uk) 07971 516916 - 01749 880428

**DRAFT Minutes from Holcombe Parish Council meeting, which took place on  
Tuesday 2<sup>nd</sup> July 2019 at 7.30 pm.**

*Councillors Present* Cllr Graham Crowe – Chairman  
Cllr Simon Brand  
Cllr Stephenie Chorley  
Cllr Terry Dumbrell  
Cllr Phil Gait  
Cllr Sue Robinson

*Also, Present:* District Cllr Townsend, District Cllr Ham and Mr Bob Mitchell

*In attendance:* Clerk, Vickie Watts taking the minutes, 0 members of the public

**1 Public forum.**

There were no points raised.

**2 Apologies for absence**

Cllr Russell Stokes had sent apologies which were accepted by the Chair.

**3 Declarations of Interests and Dispensations**

There were none.

**4 Co-option of Councillors**

Mr Robert Mitchell had completed the consent to co-option form. He introduced himself and explained why he wanted to join the Council. Cllr Crowe proposed that Mr Mitchell be co-opted which was seconded by Cllr Dumbrell.

***Vote: 6 For, 0 Against & 0 Abstentions***

The Clerk to ensure that the completed register of interest from is sent to Mendip District Council within 28 days.

VW

**5 Minutes of previous monthly meeting held on 4<sup>th</sup> June 2019**

The draft minutes for the abovementioned meeting had been circulated to all Councillors. It was proposed by Cllr Dumbrell and seconded by Cllr Chorley that the minutes were an accurate record and so were signed by the Chair. The Clerk to upload minutes to the website.

VW

***Vote: 6 For, 0 Against & 0 Abstentions***

**6 Action points from last meeting and matters arising.**

6.1 All actions have been completed or are to be discussed during the agenda apart from:

- There was a discussion regarding the powers that the Council has and whether we could support the Church Foodbank or other charities like the Air Ambulance. The Clerk would look into this and report at the next meeting. VW  
Ag
- Clerk to contact Somerset Highways to find out when the verges will be cut, in particular around the junction of Charmborough Lane and Charlton Road where visibility is being compromised. VW
- The Clerk to write to the landowner that owns the hedge that borders Holcombe Hill. The Hedge is overgrown and needs to be cut back. Clerk to action. VW
- Update on meeting with Somerset Highways - As mentioned above County Cllr Pullin will arrange a meeting in the near future. If at that meeting Somerset Highways are unable to propose a scheme for implementation then the Parish Council can write to Parishioners to let them know why nothing has been done about the consistent speeding through the village. A public meeting may need to be held with the Parishioners to garner support for any scheme proposed.

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**7 Planning Applications**

7.1 2019/1487/PAH - Single storey rear extension.

The Old Manse Chapel Lane Holcombe Shepton Mallet Radstock

Cllr Dumbrell had considered this application and discussion was had around how the Parish Council should approach this type of application or even whether the Parish Council had been consulted in error.

There was concern that if the Parish Council comments on the application before us, which by its nature only contains outline details of the build and Mendip Planning Office does not consult with neighbouring residents, then we would not be able to make an informed decision as we do not have all the information before us. The build could go ahead under permitted development and therefore any comments from the Council which were opposed to the build would be pointless. It is not clear from the paperwork before the Council whether this application was permitted development, if so why was it sent to us as part of the consultation.

It was proposed by Cllr Crowe and seconded by Cllr Robinson that the Parish Council would not provide a response at this point. The Clerk should write to Mendip District Planning Office asking why the Parish Council had been sent the application and whether a full application was expected to follow. Would the Parish Council be consulted on all PAH applications in the future?

***Vote: 5 For, 1 Against & 0 Abstentions***

7.2 2019/1216/HSE - Two storey rear extension and side extension

4 James Close Holcombe Radstock BA3 5HA

All Councillors had considered the application prior to any discussion. It was noted that a neighbouring resident had registered a complaint on the Planning website.

It was proposed by Cllr Crowe and seconded by Cllr Brand that the application should be refused on the basis that it is both overbearing and overlooking a neighbouring property, causing a loss of privacy.

***Vote: 6 For, 0 Against & 0 Abstentions***

**8 Planning Updates**

2019/1112/HSE – Erection of single storey rear extension.

Utara, Holcombe Hill, Holcombe, Radstock

Mendip District Council approved with conditions

**9**

9.1 **Reports**

PCSO Reports

PCSO Mike Storey did not attend and no report was received. Since the last meeting the Clerk had circulated the annual report which was received after the Annual Parish meeting

9.2 District Council Report:

9.2.1 District Cllr Ham reported that:

He has been appointed as Chair of Scrutiny which will be looking at 4 areas over the next 4 years namely;

- Policies & Strategies – This is wide ranging from car parking to housing
- Contracts – looking at how they are run and areas where they could be improved.
- Access – Big project and includes new rail and road projects through to disabled access into a building and social media. This will be tackled in stages.
- Deprivation – Fortunately not a big problem for Mendip District Council but still a topic that will be explored.

Mendip District Council has signed up to Somerset County Council's climate change program but are also running their own program at Mendip District Council.

Attendance for new member training has been poor, but it is hoped that this will improve.

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The Local Plan inspections start soon but there are no real issues surrounding Holcombe.

The plans have arrived for the highway improvement schemes for the old Frome to Wells road and the Beacon crossroads. There will be a consultation event in the near future to show all interested.

He said that as his division had been supplying most of the stone to Hinckley C he had been put in touch with the Community Fund Organisation to come and present to us what we could apply for. He also has a small pot of money to help with 'improving lives' and a larger pot which is titled 'improving lives to prevent demand'. District Cllr Ham said that he is still reading through and will send further details asap.

Last Monday Cllr Ham was presented to HRH. Princess Anne on the opening of an upgraded and changed Bridleway near Faulkland.

9.2.3 District Cllr Townsend reported

Dropped Kerbs – District Cllr Townsend emailed Charlie Higgins at Highways to request a meeting and followed this up with a request for details of the criteria that apply. Replies awaited.

Junction of Charlton Rd with Charmborough Lane – District Cllr Townsend advised Highways of the safety concerns and followed this up with the report of accidents involving Holcombe and Coleford Parish Councillors. Rebecca Davis at Highways has confirmed that she has no objection in principle to a junction warning sign and a Slow marking on Charlton Rd. District Cllr Townsend has followed this up with a request for a site meeting and comprehensive verge cutting. He also cut back the worst of the growth.

OTHER HIGHWAY ISSUES:

Highways have introduced new drainage at Stoke Bottom at the Fairy Cave junction which seems to be working well. No response on the request that the eroded edges be made up.

Highways have also been asked to renew the Give Way markings at the end of Brewery Lane at Lipyeate Cross.

MENDIP DC

Training – there have been a further 4 training sessions in the month. Attendance has been patchy.

12-6-19 Meeting of the Licensing Board, covering licensing of hypnotists, and mandatory reporting by Taxi drivers of health issues.

14-6-19 2 x Meetings of Licensing Sub Committees, covering an alcohol licence for a new Co-op at Pilton, which was granted. Also a Taxi driver had been reported for abusive behaviour but he handed in his licence before action could be taken.

19-6-19 Planning Board met for the first time under the new regime with a long agenda including items held over from May because they could not field enough trained Councillors.

26-6-19 Formal tour of Glastonbury Festival site for Licensing Board members. Concerns about the lack of space between tents were raised but D&S Rescue advised that this had been risk assessed and concluded that naked flames were very rare as little cooking was done, and modern material was much less flammable.

1-7-19 Full Cabinet - It was noted that of the 17 newly appointed Cabinet Members and Assistants only 11 were in attendance. Cllr Townsend has been appointed as a member of the committee established to address the Climate Emergency.

COLEFORD

Coleford Parish Council have been advised that a planning application is being prepared by Gladman Developments to build up to 70 houses between Lipyeate Cross and Upper Merrifield. There are many issues to address.

9.3 County Council Report

County Cllr Pullin did not attend and no report had been received

**10 Finance**

10.1 Income - £674 has been received by way of burial fees in the last month.

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10.2 Bank reconciliation – The Clerk to drop the bank reconciliation to Cllr Gait for him to check prior to the next meeting.

10.3 First quarter budget review

The Clerk had circulated a spreadsheet showing the income and expenditure for the first quarter of the year. The Clerk had not been able to obtain the bank balances prior to the meeting so it was agreed that this would be an agenda item for the next meeting when it will be signed off.

It was agreed that Cllr Brand would speak with Marlene Croker to establish which floral gateways she has been looking after. It was noted that money should be allocated to reimburse any expenses incurred during the looking after the displays. Also the wooden barrel on Charlton Road has been hit by a vehicle and needs to be replaced in the autumn. Agenda items

SB

Ag

10.4 Payments

The following payments were presented for payment by the Parish Council:

Vickie Watts – Clerk Salary & expenses	£477.34
Holcombe Village Hall Hire (Apr -Jun)	£82.50

The following payments were presented for payment by the Playing Field Committee:

Vickie Watts – Community Pay Back refreshments & Cable ties	£13.47
Bob Mitchell – Materials for Community Pay Back team	£48.66

It was proposed by Cllr Gait and seconded by Cllr Chorley that the abovementioned payments should be made. Cheques were signed by Cllr Chorley and Cllr Dumbrell

***Vote: 7 For, 0 Against & 0 Abstentions***

**11 Consider quote for the purchase and installation of a flagpole**

Cllr Brand reported that he had approached 2 companies for information about flagpoles.

A 10m (above ground) fiberglass pole is £380 to £430 including VAT which would include all the fittings. Delivery approx. £300 meaning a total cost in the region of £1K including the installation.

A smaller pole of 6m (above the ground) would cost approx. £120 with a delivery charge of £40. A total cost would be approx. £500. It would be possible to wall mount the pole but it's questionable whether we have that option in the vicinity of the Lychgate.

It was agreed that Cllr Brand would undertake further research and establish if there is a better option. This will be an agenda item for the next meeting.

SB

Ag

**12 VE Day 75 – 8<sup>th</sup> May 2020**

The Clerk had emailed the village groups the information outlining the proposed VE day celebrations. This will be revisited at the November meeting.

Ag

**13 Discuss & Authorise use of the car park - Sat 17 Aug 19 - Ride/Ramble**

There has been a request to use the Playing Field car park for a bike ride & ramble on the 17<sup>th</sup> August. After discussion it was agreed that the playing field car park could be used however it was suggested that the car park itself may not be sufficient for demand and that the Playing Field committee may wish to authorise use of the field for additional parking.

Clerk to notify the neighbours and update the playing field car park diary.

VW

**14 External meetings to attend and reports on meetings attended**

13/06/19 at 6pm - Parish Forum. Cllr Gait attended the meeting which covered code of conduct, planning training will be coming soon, the Council wants all fly tipping to be reported even if it is on private land so that a true picture of the problem can be gained. The meeting also highlighted that there is money available for improving broadband supply to isolated spots where supply is inadequate.

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07/06/19 at 12 noon – Mendip District Council Market Place Event. The Clerk attended this useful session which showcased the different departments and partners of Mendip District Council.

26/06/19 - Coleford Scout Group AGM – Cllr Chorley attended the meeting where the Council was given an award to say thank you for supporting the group.

SALC training for new Councillors – various dates provided. Councillors to notify the Clerk if they wish to attend.

**15 Councillor reports and updates**

15.1 Village Hall

There was nothing to report. The next meeting will take place on the 13<sup>th</sup> August 2019. The next breakfast event will take place on 13/07/19 at 9.30 until 11am.

15.2 Playing Field

The Community pay back team attended this week and did a great job on treating the benches and seats on the field as well as clearing the entrance to the Lychgate and the Boules pitch. The Clerk has booked more sessions to take place on the 11/11, 09/12 and the 06/01 which will then repeat every 4 weeks. A list of potential jobs will need to be compiled.

Ag

15.3 Cemetery

It was agreed that Cllr Chorley would ask the PCC if it was possible to expedite discussion on the installation of the path to the parish Council Cemetery at the Old Church.

SC  
Ag

15.4 Urgent Gala items

Cllr Brand confirmed that the Archery has cancelled.

**16 Correspondence**

Clerks and Councils Direct  
Somerset Voice  
Glorious Somerset Gardens 2019

**17 Dates for next meeting**

There will be no meeting during August unless there are planning applications or other urgent business.

The next meeting will take place on Tuesday the 3<sup>rd</sup> September at 7.30pm for monthly Parish Council meeting

Meeting finished 2200hrs