

**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

**Minutes from Holcombe Parish Council meeting, which took place on  
Tuesday 1<sup>st</sup> October 2019 at 7.30 pm.**

*Councillors Present*      Cllr Graham Crowe (Chair)  
                                 Cllr Simon Brand  
                                 Cllr Stephenie Chorley  
                                 Cllr Terry Dumbrell  
                                 Cllr Phil Gait  
                                 Cllr Bob Mitchell  
                                 Cllr Sue Robinson  
                                 Cllr Russell Stokes

*In attendance:*            District Cllr Townsend and District Cllr Ham, PCSO Russell Ford, Clerk Vickie Watts taking the minutes and 1 member of the public

**1      Public forum.**

There were no points raised.

**2      Apologies for absence**

County Cllr Mike Pullen had sent apologies which were accepted by the Chair.

**3      Declarations of Interests and Dispensations**

There were none.

**4      PCSO report**

The Chairman agreed to take the report from PCSO Russell Ford so that he could return to his police duties. The crime statistics for Holcombe from 1<sup>st</sup> – 30<sup>th</sup> September are as follows:

- Residential burglaries – 0
- Non dwelling Burglaries – 0
- Attempted Burglaries - 0
- Criminal Damage – 0
- Theft from a Motor Vehicle – 0
- Shop lifting - 0
- ASB – 1

The PACT priorities continue to be Fly tipping and speeding. The next PACT meeting will take place on the 29<sup>th</sup> October at 7.30pm at Batcombe village hall.

There was a discussion about speeding in Holcombe and how it continues to be an ongoing issue. Russell confirmed that the police would be happy to support the speed watch team once it is set up.

**5      Co-option of Councillors**

Anne Golledge had submitted an application to be co-opted and explained why she wanted to join the Council. After consideration it was proposed by Cllr Stokes and seconded by Cllr Mitchell that Anne be co-opted.

***Vote: 8 For, 0 Against & 0 Abstentions***

Cllr Golledge joined the Councillors at the table to join in the discussions although would not be able to participate in votes until the register of interests had been completed and submitted to Mendip District Council. The Clerk to ensure the correct forms are completed and that contact details for the Council were updated on the notice board, website and circulated to Councillors.

VW

**6      Minutes of previous monthly meeting held on 3<sup>rd</sup> September 2019**

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

VW

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

All actions have been completed or were to be discussed during this meeting.

**8 Planning Applications**

There were none.

**9 Planning Updates**

There were none.

The Clerk explained that the Planning Guidance which had been discussed at the recent Parish Forum had been circulated to all Councillors along with a new form which the Planning Office will be sending out with the planning applications. The form outlines the planning reasons why an application can be refused and will hopefully assist parish councils in considering planning applications.

Cllr Dumbrell highlighted that there were anomalies within the planning guidance in particular with how neighbours are selected / consulted which make it inconsistent. It was agreed that these would be highlighted by Cllr Dumbrell and sent to the District Councillors for them to raise with the planning department.

TWD

**10 Reports**

**10.1 Mendip District Council report**

District Cllr Townsend reported that on the 6<sup>th</sup> September he met with Sara Davies from Somerset Highways to discuss the issues around Charmborough junction and how it can be improved. It was agreed that the best course of action would be:

- Road markings can be added to highlight the pending junction
- Foliage to be cut back around the fingerpost sign to highlight the junction
- Road signs to be added

It was however unlikely that these improvements could be funded within the current financial year.

It was asked if it was possible to establish the cost of the proposed improvements so that the Parish Council could consider funding if it so wished. Cllr Townsend will ask the question.

AT

Cllr Townsend highlighted that large lorries accessing Charmborough Lane continue to be a problem. It had been mentioned that a one-way system using Charmborough Lane, Charlton Road and Brewery Lane could be the solution however it was thought that this was not a satisfactory option.

District Cllr Townsend confirmed that the proposed application from Gladman Developments for up to 70 houses at Lipyeate, Coleford had been submitted to Mendip Planning department and is awaiting validation. District Cllr Ham said that as the validation process has recently been reduced from 19 days to 5 should mean that the application will be with the Councils imminently.

District Cllr Ham said that there are dramatic changes taking place at Mendip District Council. Training for new Councillors has been slow and difficult. The Cabinet is now double the size and the number of members being paid has increased which is being challenged.

On Friday 27<sup>th</sup> September there was a meeting to discuss making Mendip Zero Carbon. The presentation was interesting and well attended but it's questionable whether MDC can make an impact and lead the rest of the world. Mendip District Council are investing large sums of money into this.

The Council are continuing to buy assets but have recently allocated £43 million for a project but as yet it is unknown what the money is being spent on.

Deputy Chief Executive/ Monitoring Officer Donna Nolan has announced that she is leaving Mendip District Council to take on a new position as Managing Director at Watford Council

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District Cllr Ham said that in conjunction with County Cllr Pullen work continues on the Small Highway Improvement scheme on the Wells, Frome road and at Beacon Cross. Discussions have been taking place with hauliers in the area, some of which are large companies, around the possibility of part funding the installation of a new roundabout at Beacon Cross, which would be a very positive improvement. The total cost would be in the region of £600K and it is hoped that if the hauliers are able to provide part funding then Somerset Highways will also do the same.

District Cllr Ham said that Rick Massey had confirmed that he was ready to provide the materials for the work on the playing field path which he understood would be installed around Christmas 2019. Cllr Stokes to ensure that the contractor understands that the work can start this winter and for a start date to be scheduled.

RS

After much deliberation it has been confirmed that the Coleford to Stratton road will be included on the gritting route and all grit bins will be filled if reported to the highways department before the 31<sup>st</sup> of October.

VW

Kilmersdon school currently has a vacancy for a school governor and would like to hear from anyone who is interested in hearing more about the role.

VW

Coleford Parish Council had received a planning application to amend the original plans for the proposed Co-op at the old Crossways Garage site at Highbury. The plans were to reduce the size of the storage area and alter the roof line and the Parish Council recommended approval. The new Co-op has agreed to provide a full Post Office service.

10.2

Somerset County Council report

County Cllr Mike Pullen did not attend but had contacted the clerk to say that grant funding is available for projects that will improve parishioner's lives. A total of £2000 is available so applications for grants of approx. £500 are welcome. The forms have been sent to the Clerk.

District Cllr Ham said that there is a second fund available to County Cllrs which is for larger amounts. This will fund schemes that save the council money. He will forward the application form and guidance notes to the Clerk for consideration.

The Council should request prior to the 31<sup>st</sup> October that Somerset Highways refill any grit bins that are not full.

**11 Finance**

11.1 Income

The following income had been received during August:

Bryan G Bishop	Interment	£125.00
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11.2 Bank Rec

The Clerk had prepared the bank reconciliation which was checked by Cllr Golledge at the end of the meeting and found to be in order.

11.3 2<sup>nd</sup> Quarter budget review

The Finance working party will meet to review the accounts for the year to date and report back at the October meeting.

Ag  
VW/GC  
RS/PG

11.4 Payments

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

Vickie Watts – Clerk Salary	£293.88,	tub for floral display	£37.50 & expenses	£25.46	£356.84
		Village Hall Hire July to September		£49.50	

It was proposed by Cllr Robinson and seconded by Cllr Gait that all payments should be made. Cheques were then signed by Cllrs Chorley and Dumbrell.

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**12 Update on the installation of a flag pole**

Cllr Brand reported that the preferred supplier ([flagsandflagpoles.co.uk](http://flagsandflagpoles.co.uk)) had confirmed that a site visit would only be conducted after the order had been placed. During the first site visit, once location had been agreed a deposit would be payable and the foundations would then be laid. At the second visit the pole would be installed and the final payment would be due.

A pre application had been submitted by Cllr Brand to the Mendip planning office to establish if planning permission was required. The response from the planning officer was unsatisfactory. Cllr Brand will draft a letter of complaint in response which will be emailed to the Clerk so that it can be sent to the planning office on behalf of the Parish Council.

SB  
VW

Simon Trafford the Team Leader for Development Management had advised that the flag pole must not exceed 4.6 metres above ground level otherwise it would require planning permission. He also provided a link to a useful document which clarifies when consent is or is not required to fly a flag.

Cllr Dumbrell confirmed that if planning permission was required that he would be happy to complete the application.

VW

**13 Plans for the Gala 2020**

Councillors had met in the week prior to discuss the Gala. It was agreed that the Gala would take place on Saturday the 4<sup>th</sup> July 2020 from 12 noon until 4pm. It is intended that the quiz would take place on the Friday the 3<sup>rd</sup> of July which it is hoped Mrs Dyson will help to run and that the Playing Field Committee would organize the Duck race to take place on Sunday the 5<sup>th</sup> July at 3pm, after consultation with Steve at the Duke of Cumberland.

Councillors present agreed to support in the both the gala planning and on the day. There would be no leader but everyone would be responsible for their actions and would attend the monthly meetings. Councillors will share responsibilities for taking minutes but the main spreadsheet will be essential for keeping abreast of progress.

**14 Consider feedback from Gala 2019 namely:**

1. Traffic - The points highlighted were: introduction of a 20mph limit, priority being given to the traffic coming up Holcombe hill, installation of dropped kerbs to help wheelchairs and overgrown hedges to be cut back. These points will be addressed as part of the highway discussion.

VW

The gate at the entrance of the footpath which crosses the playing field is difficult to negotiate from a wheelchair or mobility scooter due to the unlevel ground. This will be addressed at the same time as the installation of the new playing field path.

VW

District Cllr Townsend had met with a Councillor from Norton St Philip to establish how the traffic calming scheme came about. The Parish Council had been campaigning for action over the last 20 years but financial contributions were forthcoming from the Housing development in the way of a Section 278 agreement which enabled the £300K scheme to be installed.

It was agreed that District Cllr Townsend would speak with County Cllr Pullen and Somerset Highways to establish what schemes could be installed in Holcombe and what evidence would be needed to show that the scheme is required.

VW  
AT/MP

2. Gala – A number of issues were raised to the PC during Gala 19. These relate to speeding, HGV transit and parking. The PC agreed these had been addressed under item 14.1.

3. First Aid and Defibrillator training. The Clerk to ask Mr Dave Sprinks if he is prepared to run a basic first aid and defibrillator training for interested parties in the village. Preferably on a Saturday in November starting at 10am.

VW

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**15 Discuss and arrange Emergency Plan training**

It was agreed that with winter approaching it would be beneficial to all Councillors to complete a planned training session. Cllr Robinson will liaise with Mr Ash Smith to arrange a convenient date on a Saturday morning for the training to take place.

SR

The Clerk will circulate an up to date contact list for inclusion in the plan.

VW

Cllr Robinson will send the updated plan to all Councillors.

SR

**16 Jobs for the Community Payback**

The Clerk confirmed that the Community Payback team will be working for the Parish Council on the 11<sup>th</sup> & 25<sup>th</sup> November, 9<sup>th</sup> December, 6<sup>th</sup> January and then every 4 weeks thereafter. Councillors should continue to notify the Clerk if they can think of any other jobs that can be added to the list for the team to complete.

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

- 17.1 PACT meeting - 29<sup>th</sup> October at Batcombe Village Hall at 7.30pm. Clerk to attend.  
SALC AGM – 26<sup>th</sup> October at Edgar Hall, Somerton 10am to 3pm. Cllr Gait and the Clerk to attend.

VW  
PG/VW

Cllr Chorley and the Clerk attended the Parish Forum, the slides used for the planning presentation were circulated to all Councillors.

The Clerk attended the recent Zero Carbon meeting held at Mendip District Council. The presentation slides will be circulated to all Councillors.

VW

**18 Councillor reports/updates**

- 18.1 Highways - This was discussed under minute reference 14.1.

- 18.2 Speedwatch - The Clerk to continue to seek volunteers.

VW

- 18.3 Village Hall - Next meeting to take place on 15<sup>th</sup> October 2019.

- 18.4 Playing Field - The car boot sale held on 28<sup>th</sup> September 2019 was not well supported and had only one seller. The cost of ingredients for breakfast rolls was recouped and therefore the event managed to break even. It was suggested that next spring a car boot sale could take place on the field on the same days that the Village Hall breakfasts are held which would raise the profile and hopefully result in some money being made for the playing field.

- 18.4 Cemetery – Inc update on the cemetery path

The Clerk met with Mr Simon Trafford of MDC Planning to establish whether planning permission was required for the installation of a new path from the door of the church to the Parish Council cemetery to the rear of the church. Mr Trafford confirmed that as long as the new path is of a similar width to the existing and the scope of works is restricted to removing the existing turf covering to be replaced with a surface dressing which is permeable then it would not be a requirement to seek specific approval from the Local Planning Authority. He went on to say that if the scope of works included engineering works, which would include the provision of retaining structures and or the excavation of more than top level of the existing surface area, then these works would require permission.

The Clerk will arrange a meeting with Revd Clarissa Cridland, Curtis Ilott and the selected contractor to agree the location and route of the path before agreeing a start date.

VW

The Clerk explained that Coleford Parish Council are considering purchasing grave shoring to ensure that graves can be prepared safely by the gravedigger. There is a responsibility as a landowner to provide safe working environment. Once research has been complete the Clerk will provide further information for consideration.

VW

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- 18.5 Jubilee Gardens – Julia Evans had asked if she could purchase some mulch and additional shrubs. The Clerk to confirm that there is currently £168 left in the budget for this financial year. Receipts should be presented to the Clerk for reimbursement. VW
- 18.6 SALC – Approve training for Councillors – Cllr Brand had requested that he attends the Responding to Planning Applications training session on the 27/11/19. The Clerk will recirculate the training currently on offer to all Councillors and will confirm the booking for Cllr Brand. VW

**19 Correspondence**

The following items were passed to Cllr Crowe for reading before passing on to the next Councillor:

- Clerk and Councils Direct newsletter
- Information about Quiet Lanes scheme
- CPRE AGM 18/10/19 1pm til 4pm at The Guildhall, Chard – including “What is the future for our brownfield sites”

**20 Dates for next meeting**

Tuesday 5<sup>th</sup> November 2019 – Parish Council meeting

Meeting finished 22.00hrs