

HOLCOMBE PARISH COUNCIL
MENDIP DISTRICT OF THE COUNTY OF SOMERSET

www.holcombepc.org.uk

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

**DRAFT Minutes from Holcombe Parish Council meeting, which took place on
Tuesday 3rd December 2019 at 7.30 pm.**

Councillors Present

Cllr Graham Crowe (Chair)
Cllr Simon Brand
Cllr Stephenie Chorley
Cllr Terry Dumbrell
Cllr Phil Gait
Cllr Anne Golledge
Cllr Robert Mitchell
Cllr Sue Robinson
Cllr Russell Stokes

In attendance: District Cllr Ham and the Clerk, Vickie Watts taking the minutes and 3 members of the public

Public forum.

- PF1 A resident attended with questions:
1. Proposed "running track" for the playing field - What is the cost of this and what format of decision making was taken as to its viability & requirement
 2. Are there additional features that are being considered for the playing field?
 3. Speeding on Charlton Road - Is there a definitive decision to address this problem?

This will be revisited later in the meeting.

- PF2 An email had been received from a parishioner asking if the kissing gate at Jubilee Gardens could be removed as it makes it impossible for parishioners to pass with shopping trolleys or bags meaning that they then have to walk a much longer route. This will be an agenda item for the January meeting.

Ag

2 Apologies for absence

District Cllr Townsend had sent apologies which were accepted by the Chair.

3 Declarations of Interests and Dispensations

There were none.

4 Minutes of previous monthly meeting held on 5th November 2019

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

VW

Vote: 9 For, 0 Against & 0 Abstentions

5 Action points from last meeting and matters arising.

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

6 Reports

6.1 District Council Report

District Cllr Ham said that there was little to report as many meetings had been cancelled as a result of purdah. He did confirm that the Local Plan is going to a second round of consultation to address the local green spaces. The inspector implied that 500 homes are required and suggested that the Northern border of the district would be a good location (From Chilcompton through to Norton St Philip). Sites need to be allocated for inclusion within the plan or it could fail which would open the doors to more development in a less managed way.

Climate change is high up the agenda with it impacting on many areas and meetings held.

Donna Nolan the Deputy Chief Executive and monitoring officer for Mendip District Council is leaving. David Clark has been appointed to take on the role of the monitoring officer.

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There will be a climate change open day at Mendip District Council on 15th February 2020 which will be an opportunity to see what can be done to help reduce our carbon footprint.

A group of Coleford residents have met to discuss arrangements for the VE Day 75 celebrations in Coleford. They are keen not to clash with any Holcombe events and encouraged a representative of Holcombe to attend their next meeting on the 6th December.

6.2 PCSO report – No report had been received.

6.3 Somerset County Council – No report had been received. The Clerk confirmed that the funding application towards the cost of installing the Playing Field path had been submitted.

7 Highways

The Chairman said that the highway issues are ongoing and have been for the last 10 years. There was success with extending the 30mph limit to the Stoke St Michael side of the Duke of Cumberland but have been less successful with extending the 30mph zone on Brewery Lane although it has been acknowledged by Somerset Highways that it should be outside of the residential area. The Parish Council is keen to establish from Somerset Highways what methods could be used to slow traffic in Holcombe so that the village can be consulted on what would be most suited /preferred. As yet it has not been possible to arrange the meeting but the Clerk will continue to push for a site meeting.

The Clerk has spoken with Nick Cowling, Service Manager for Somerset Highways Transport Data & Road Safety who has provided literature, frequently asked questions and a copy of the agreement that would need to be signed if we are to buy and install a Speed indicator device. He gave some guidance on the type of unit we could purchase, which they would want to approve prior to installation. The information was passed to Cllr Crowe for consideration. The Clerk will research potential units to purchase for presentation at the January meeting.

GC
VW
Ag

8 Proposed "running track" for the playing field – In light of the questions raised by the parishioner it was agreed that questions relating to the playing field would be addressed next. Cllr Stokes confirmed that the path proposed for the playing field is not a specified running track but an all-weather path with hogging surface to enable parishioners of all ages to walk around the field for recreational purposes. Young children can use it as a safe place to ride a bicycle and runners, if they choose, can also use the path. One of the key benefits of the path is that it will offer safe passage from the Playing field car park to the Lychgate and on along the full length of Charlton Road including access to the Village Hall, which in light of there being no pavement will improve pedestrian safety for all. The idea of the path came from residents and has been discussed for several years. Consultation has taken place via Facebook and On the Map with feedback being in support. All materials are being supplied free of charge by a local business with the Parish Council funding the installation costs of £10,000. A grant of £1000 from Somerset County Council is being sought too. It is hoped that the work will start in the new year.

The resident was asked what facilities and ideas he might have for the Playing Field. He said that he would like to see a multi-sport area with all-weather surface with incorporated changing rooms, café that might also sell newspapers and produce similar to the Mells Community Shop. This would offer a hub for the village, a place to meet and socialise which are currently missing from the community. All agreed that these were great ideas although would require some serious funding. The Playing Field committee have planned monthly events for the Playing field for 2020 and hope to build on the success of the Christmas Tree Light switch on which took place on Sunday. The suggestions will be considered by the Playing field committee at the next meeting.

RS

The Chairman thanked the couple for coming to the meeting.

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9 Planning

9.1 2019/2758/FUL – Proposed erection of two-bedroom dwelling house, vehicular access and extension of public footpath. Briar Croft, Holcombe Hill, Holcombe, BA3 5DF

All Councillors had considered the plans prior to discussion. It was proposed by Cllr Crowe and seconded by Cllr Chorley that the application should be recommended for approval with the general comment that the conditions relating to highways on the previously approved application ref 2018/2405/FUL be repeated.

Clerk to notify the planning department.

Vote: 9 For, 0 Against & 0 Abstentions

9.2 2019/2470/FUL – Demolition of existing garages and creation of 2 3 bedroom semi detached homes. Garages 1-6 Longleat Road, Holcombe, Radstock.

All Councillors had considered the plans prior to discussion. It was proposed by Cllr Golledge and seconded by Cllr Brand that the application should be recommended for approval.

Vote: 9 For, 0 Against & 0 Abstentions

10 Planning Updates

Cllr Dumbrell confirmed that having done some research he was confident that there were no restrictions or covenants on the playing field that would prevent the installation of the 10m flag pole. He also spoke with Simon Trafford of Mendip District Council Planning department regarding what was required for the planning application. He has said that he will email Cllr Dumbrell with information that can be passed to the contractor to help with the process.

11 Finance

11.1 Income

The following income had been received during the previous month:

| | | |
|----------|----------|-------|
| Nat West | Interest | £5.29 |
|----------|----------|-------|

11.2 Bank Reconciliation

The Clerk had prepared the bank reconciliation which Cllr Mitchell checked after the meeting and found to be in order.

Ag

11.3 Discuss and agree quotes received for IT package and support

The Clerk had sought quotes from 4 local IT suppliers, Apollo Technology, Geeking it Simple, Microbitz and Zen Computer shop. After much discussion it was identified that the Frome based company Geeking it Simple offered the most competitive quote for Outlook 365 which Councillors agreed was the preferred system. It was agreed that the Clerk would ask for clarification as to whether the following items are included in the quote:

VW

- Does the price include email and data transfer?
- Does this include SharePoint
- Is back up and retrieval facility included
- Will they take on hosting the email system and website?

Once this has been established, we can decide whether to proceed. Cllr Stokes has offered to be involved with considering the information provided.

VW
RS

11.4 Initial discussions around Precept 2020

It was agreed that the Clerk would prepare the budget 2020/21 to include the comments made by Cllr Gait. This would be emailed to all Councillor for consideration. Any comments should be circulated to all by email. Agenda item for the January meeting.

VW
Ag

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11.5 Discuss and agree setting up a new CAF account for the Playing Field Charity

The Clerk explained that the Playing Field Committee needed the Parish Council to set up a saving account with CAF Bank to hold the Holcombe Playing Field charity money totalling £7717.80. An annual transfer of £290 will then be made from the Holcombe Playing Field current account into the new savings account for the next 14 years to repay the loan which was agreed by the Charity Commission, to cover the electrical work at the barn. Any interest generated on the new CAF saving account can be transferred into the Playing Field committee's current account to be spent.

It was proposed by Cllr Stokes and seconded by Cllr Mitchell that the Parish Council should set up an account with CAF Bank for the £7717.80.

Vote: 9 For, 0 Against & 0 Abstentions

11.6 Payments

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

| | |
|--|---------|
| Vickie Watts– Clerk Salary £274.92 & expenses £71.79 | £346.71 |
| Coleford Parish Council | £68.98 |

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

Vote: 9 For, 0 Against & 0 Abstentions

12 Update on VE Day 75 celebrations 2020

Cllr Brand explained that he had contacted the various groups in the village with a view to establishing a committee to deliver the celebrations for May 2020. However, only 2 volunteers have come forward which is not sufficient to make this happen.

After much discussion it was agreed that the Parish Council would go ahead with the arrangements for the VE Day 75 Celebrations however the gala will only go ahead if sufficient volunteers step forward by 7th January. The Clerk to seek volunteers via the Holcombe Facebook page to help organise and plan the Holcombe Gala. People would be asked to discuss this with friends and neighbours who are not on Facebook, as there would be no On the Map issued for January.

VW

13 Agree Holcombe Diary Dates 2020

The Clerk had put together the diary dates for 2020 which included all parish council meetings, the first aid training, litter pick and VE celebrations. It was agreed that events could be added if required throughout the year.

VW

14 Update on the recent Emergency Plan training

The training event was completed on the 30th November and was found to be a useful reminder of process and equipment available in the event of an emergency. It was agreed that Cllr Robinson would make the agreed amendments to the plan and recirculate to all Councillors. The Clerk to upload the abridged version on the website.

SR

15 External meetings to attend and reports on meetings attended

The 1st Aid & Defibrillator training is arranged to take place on Saturday 8th February 2020 from 10am til 1pm to be held at the Village Hall. The event will be publicised on the Facebook page and around the village. Some bookings have already been received. Clerk to ask Dave Sprinks if there is a maximum number of people that can attend.

VW

16 Councillors Reports

Highways - This was discussed under minute reference 7.

16.1 Village Hall – Cllr Chorley said that

1. There will be a small price increase for hall hire in the New Year.
2. The donation from the Glastonbury team has been received and is approximately £4000.
3. The Santa lunch event was cancelled due to lack of interest.

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16.2 Playing Field – Cllr Stokes said that:

1. The Christmas light switch on was a great success and raised £42 profit.
2. A schedule of fundraising events has been discussed for 2020.
3. 5pm on Sunday 8th December meeting at the Lychgate there will be carol singing around the village to again raise money for the Playing field.

16.3 Cemetery – The Clerk said that Revd Cridland had confirmed she had applied for the faculty to install the new cemetery path. It is hoped that there will be a decision before Christmas.

17 Correspondence

St Andrews Christmas Tree Festival will start on 14th December and run through Christmas. The Parish Council was invited to contribute and it was agreed that Cllr Chorley would put forward a tree on behalf of the Council.

War Memorials Newsletter – passed to Cllr Crowe

CPRE Countryside Voices Newsletter - passed to Cllr Crowe

SC

18 Dates for next meeting

Tuesday 7th January 2020 – Parish Council meeting

Meeting finished 22.00hrs