

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

In line with government guidance, recommended social distancing and self-isolation rules for those who are vulnerable during the Covid-19 pandemic, it was agreed that the May meeting would be conducted as a virtual meeting. This was achieved using "Zoom" software.

**Minutes from Annual Holcombe Parish Council Virtual Meeting, which took place on
Tuesday 5th May 2020 at 7.00 pm.**

Councillors Present Cllr Graham Crowe (Chair)
 Cllr Phil Gait
 Cllr Simon Brand
 Cllr Steph Chorley
 Cllr Terry Dumbrell
 Cllr Anne Golledge
 Cllr Peter Jennings

In attendance: The Clerk, Vickie Watts taking the minutes and no members of the public

1 Election of Chair

Cllr Chorley proposed that Cllr Crowe should remain as chair which was seconded by Cllr Golledge. Cllr Crowe agreed to continue for the coming year.

Vote: 6 For, 0 Against, 1 Abstention

Clerk to ensure that the Acceptance of office form is completed at the earliest opportunity.

VW

2 Election of Vice Chair

After discussion it was proposed by Cllr Chorley that Cllr Jennings should be vice chair which was seconded by Cllr Golledge.

Vote: 6 For, 0 Against, 1 Abstention

3 Apologies for absence

Apologies were received from Cllr Mitchell, District Cllr Townsend and District Cllr Ham

Post meeting note: Cllr Robinson had been unable to connect to the meeting due to technical issues.

4 Representation were appointed as follows:

- 4.1 Playing Field Committee - Cllr Chorley
- 4.2 Village Hall Committee – Cllr Golledge
- 4.3 Finance working group – Cllr Crowe, Cllr Gait, Cllr Brand and the Clerk
- 4.4 Community Project Fund working group -Cllr Brand, Cllr Robinson and Cllr Mitchell
- 4.5 PACT – Cllr Robinson
- 4.6 Highways – Cllr Crowe and Cllr Jennings
- 4.7 Cemetery – Cllr Golledge
- 4.8 Footpaths – Cllr Brand
- 4.9 Somerset Association of Local Councils – Cllr Gait
- 4.10 Planning – Cllr Dumbrell

It was proposed by Cllr Brand and seconded by Cllr Jennings that the above appointments would stand.

Vote: 7 For, 0 Against, 0 Abstention

5 Review and adoption of following policies:

- 5.1 Financial regulations - It was agreed that small amendments would be made to pages 7 and 13 by the Clerk.
- 5.2 Code of conduct – Remains unchanged
- 5.3 Standing orders – Amended to include SO 26 Remote attendance at meetings, alterations to SO 13 Code of Conduct and addition of Appendix 1 the request for dispensation form. SO 3 section (e) to be amended to include reference that the public can also ask questions.

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

- 5.4 Flag Policy – Agreed as circulated.
- 5.5 Communications and social media policy – Agreed as circulated.
- 5.6 Complaints procedure – Agreed as circulated.
- 5.7 Freedom of Information publication scheme – Agreed as circulated.
- 5.8 Virtual meeting protocol – Agreed as circulated.

It was proposed by Cllr Dumbrell and seconded by Cllr Jennings that all of the abovementioned policies should be adopted.

Vote: 7 For, 0 Against, 0 Abstention

6 Review risk assessments:

- 6.1 Financial Risk Assessment – It was proposed by Cllr Golledge and seconded by Cllr Chorley that the Financial risk assessment was agreed as circulated
- 6.2 Jubilee Gardens – It was proposed by Cllr Gait and seconded by Cllr Jennings that the Jubilee Garden risk assessment was agreed as circulated
- 6.3 Flag pole – Cllr Crowe to circulate the risk assessment for approval at the next meeting.

AC
Ag

7 Review asset list for 2020

The Clerk had circulated the asset list for review. It was proposed by Cllr Brand and seconded by Cllr Golledge that the asset list be agreed.

Vote: 7 For, 0 Against, 0 Abstention

8 Resolve that the Parish Council continues to meet the criteria for eligibility for General Power of Competence

The Parish Council continues to meet the criteria for the General power of competence.

Vote: 7 For, 0 Against, 0 Abstention

The meeting concluded at 19.40hrs