

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 June meeting would be conducted as a virtual meeting. This was achieved using "Zoom" software.

**Minutes from Holcombe Parish Council Virtual Meeting, which took place on
Tuesday 2nd June 2020 at 7.30 pm.**

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

In attendance: District Cllr Townsend (Part) and County Cllr Mike Pullin (Part)
 The Clerk, Vickie Watts taking the minutes and no members of the public

Public forum

There were no points raised.

1 Apologies for absence

There were none.

2 Declarations of Interests and Dispensations

Cllr Golledge declared an interest in agenda item 7.1 – planning application 2020/0915/HSE.

3 Minutes of previous monthly meetings held on 5th May 2020

The minutes have been circulated to all Councillors prior to the meeting. It was proposed by Cllr Jennings and seconded by Cllr Golledge that the minutes for both the Annual Parish Council meeting and the Monthly Parish Council meeting accurately reflected the meeting and all Councillors voted unanimously in favour of the Chairman signing them at the earliest opportunity.

9 For, 0 Against, 0 Abstentions

The Clerk to upload to the website.

VW

4 Action points from last meeting and matters arising.

All actions from the last meeting had been completed or will be mentioned later in the minutes apart from:

- Highways - The Clerk would invite residents to report accidents in writing to evidence the issues within the village which will support future action to reduce speed and improve road safety. It was agreed that now lockdown had now started to ease that the Clerk would ask the Residents to submit any issues. VW
- Risk Assessment for a Flag Pole – Cllr Crowe will complete the risk assessment and method statement. GC

It was noted that at the last Parish Council meeting which took place on the 5th May, it was agreed that the Clerk would contact Mendip District Council Enforcement to notify them that it was believed that people are now living full time in Mount Carmel, located on the corner of Holcombe Hill and Common Lane. It was part of the conditions at the time the planning permission was granted that the pavement should be reinstated before it was inhabited. This should have been included in the monthly minutes on the 5th May but had been omitted. VW

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6 Reports

6.1 PCSO – No report had been received.

6.2 Mendip District Council report – District Cllr Townsend reported on behalf of himself and District Cllr Philip Ham. He said that email updates from Mendip District Council regarding their Covid 19 activities were being regularly circulated by the Clerk. Support for local businesses from the central Government fund had been a high priority. The Recycling Centres are now getting back to normal and street markets may be opening next week.

Cabinet last night endorsed the next phase of the programme to enable us all to walk and cycle more. A consultation phase with parish councils is planned. The Frome 'Missing Link' and the Strawberry Line are two high profile targets, but much work will need to be done to bring either to fruition.

Cllr Townsend reported that the initial warning signs are now in place at the Charmborough Lane/Charlton Rd junction.

The closing date for the re-consultation on the Gladman application ref 2019/2345 for 63 houses on Anchor Rd, Coleford is now the 16th June. The Highways aspects continue to be a major concern.

6.3 County Council report – County Cllr Mike Pullin attended the meeting. He said that the Somerset highways department were working on resurfacing throughout the area. He confirmed that he would speak with SCC Highways representative Sara Davies regarding Holcombe and the issues discussed at the meeting earlier in the year with Holcombe Councillors when various proposals had been discussed namely:

- Dropped kerbs,
- Extending the 30mph limit on Brewery Lane,
- Installation of survey technology which will monitor the number and type of vehicles passing through the village at an agreed location,
- Signage to highlight the turning onto Common Lane
- Signage to warn of ducks on Charlton Road and
- The potential implementation of weight restrictions on Charlton Road from Ash Farm to the main cross roads with Brewery Lane, Stratton Road and on Holcombe Hill from Stowell, Edford Green up to the same cross roads.

County Cllr Pullin would speak with Sara Davies on the 3rd June and discuss the outstanding issues and report back to the Clerk.

VW

7 Planning Applications

7.1 2020/0915/HSE - Erection of a 2-storey rear extension and loft conversion forming masonry gable end and roof alterations for full dormer to the rear
1 Croft Road, Holcombe, Radstock, BA3 5EE

Cllr Golledge declared an interest and did not take part in the discussion or vote.

All Councillors had reviewed the abovementioned plans prior to the meeting. Cllr Dumbrell had circulated information regarding the application along with complaints which had been made by neighbouring residents. It was proposed by Cllr Brand and seconded by Cllr Mitchell that the application should be recommended for refusal for the following reasons:

1. Overshadowing - The second-floor extension to No 1 Croft Road, extending to the joint boundary, will have a marked shadow effect on No 2.
2. Overlooking, loss of privacy or overbearing nature of proposal - The gable conversion with extensive windows to the rear will reduce the privacy of all the adjacent properties.
3. Design & appearance, impact on public visual amenity - The proposed gable loft conversion is like the design built on No 5 Croft Road. It is stark and neither aesthetically pleasing nor in keeping with the character of the other nearby properties.
4. The proposal does not fit well with Recommendation 2 of the Holcombe Village Design Statement to resist *'large scale extensions that overwhelm the character of the existing building should be avoided, as should those that are of a disproportionate size either to the building, or to its boundaries or spacing in relation to the neighbouring properties'*.

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5. Noise, smells or disturbance from the scheme - The impact of a prolonged period of noise, dust and, in the case of No 2 Croft Road, from the vibration involved in strengthening the party/boundary wall, should be considered. A work pattern should be agreed as a condition to balance timely completion, whilst minimising the mental impact of the work on those confined to the nearby/adjacent properties for long periods.
6. MDC did not post notices in the locality to notify parishioners of the pending applications.

8 For, 0 Against, 1 Abstentions

7.2 2020/0929/TPO - Works to T1 Ash Tree - Fell. Covered by TPO M1078 G1.

Land at Boundary Close Holcombe Radstock Somerset BA3 5FP

All Councillors had reviewed the abovementioned plans prior to the meeting. Cllr Dumbrell explained that the tree is showing fatal signs of Ash Die-back Disease. The request is for permission to fell the tree before it becomes too unsafe to live below or work within. It was proposed by Cllr Chorley and seconded by Cllr Gait that the application be recommended for approval with the condition that another native tree be planted to replace the removed tree.

9 For, 0 Against, 0 Abstentions

Clerk to notify the planning officer.

VW

8 Planning Updates

- 8.1 2020/0674/HSE – Erection of single storey rear extension, Altavona, Holcombe Hill, Holcombe
Approved by Mendip District Council with conditions
- 8.2 2020/0842/NMA – Application for a non-material amendment to permission 2019/2758/FUL for the re-configuration of kitchen producing addition of patio doors and a deletion of window. Bedroom 2 – movement of skylight window. Acorn Lodge, Holcombe Hill, Holcombe
Approved by Mendip District Council with conditions

9 Councillor Reports / Updates

- 9.1 Highways – Cllr Crowe highlighted concerns that the hedgerows and verges around the village were becoming overgrown and were reducing the visibility for road users and had personally experienced a near miss whilst running on Brewery Lane.

As mentioned earlier in the meeting it was agreed that County Cllr Mike Pullin would speak with SCC Highways representative Sara Davies and feed back to the Clerk regarding Holcombe and the issues discussed at the meeting earlier in the year when various proposals had been discussed namely:

VW

- Dropped kerbs,
- Extending the 30mph limit on Brewery Lane,
- Installation of survey technology to monitor number and type of vehicles passing through the village at a given location,
- Signage to highlight the turning into Common Lane
- Signage warning of ducks on Charlton Road and
- The potential implementation of weight restrictions on Charlton Road from Ash Farm to the main cross roads with Brewery Lane, Stratton Road and on Holcombe Hill from Stowell, Edford Green up to the same cross roads.

It was agreed as discussed at a previous meeting, that the Clerk would make contact with local companies regarding HGV's to gather information about their HGV movements and how implementing a weight restriction on Holcombe Hill and Charlton Road might impact on their business.

VW

- 9.2 Playing Field – Cllr Chorley confirmed that the contractor has other priority contracts before starting on the path. It was noted that the hedge around the field needs to be cut once this is possible.

District Cllr Townsend and County Cllr Pullin left the meeting at 20.45hrs

10 Finance

- 10.1 Income – Interest accrued on the reserve account only.

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- 10.2 Annual Audit – Agree resolution that Holcombe Parish Council meets the criteria for 2019/20 and wishes to be an exempt authority, not subject to the limited assurance review, for that year. Sign the Certificate of Exemption.

The Clerk had circulated a copy of the Certificate of Exemption – AGAR 2019/20 Part 2 prior to the meeting. The certificate was read out by the Clerk when it was confirmed that the Parish Council was able to certify itself as compliant and therefore exempt from having to undertake a limited assurance review. The Certificate of exemption was signed and dated by the Clerk and will be signed by the Chairman at the earliest opportunity.

Vote: 9 For, 0 Against & 0 Abstentions

- 10.3 Consider and approve section 1 of the Audit - Annual Governance statement 2019/20

The Clerk had circulated a copy of the annual governance statement to all Councillors prior to the meeting. The Clerk read through questions 1 to 9 with the Councillors answering yes to all apart from question 9 which was not applicable. The statement was then signed and dated by the Clerk and will be signed by the Chairman at the earliest opportunity.

Vote: 9 For, 0 Against & 0 Abstentions

- 10.4 Consider and approve section 2 of the Audit - Accounting statements 2019/20

A copy of the completed accounting statement which had been signed by the Clerk had been sent to all Councillors prior to the meeting. All Councillors agreed that the document was accurate which was then signed and dated by the Chairman at the earliest opportunity

Vote: 9 For, 0 Against & 0 Abstentions

The Clerk will ensure that the Audit is completed, submitted and displayed for the electorate to review in line with the regulations.

VW

- 10.5 Bank Reconciliation - The bank reconciliation had been prepared by the Clerk and will be delivered to Cllr Golledge to be checked.

VW

- 10.6 Parish Council Payments:

Vickie Watts – Clerk Salary	£312.84 & Expenses	£44.01	£356.85
Geeking It Simple – monthly licence			£47.78
Came & Co Annual Insurance			£393.44

It was proposed by Cllr Golledge and seconded by Cllr Gait that the payments should be made. Cheques to be signed by Cllr Brand and Cllr Chorley at the earliest opportunity.

9 For, 0 Against, 0 Abstentions

11 Correspondence

- 11.1 An email had been received from Somerset Association of Local Councils on behalf of Cllr James Hood of Bruton Town Council regarding a draft cycling and walking manifesto for Somerset which was seeking comments and support. After discussion it was agreed that there would be no action. The Council agreed that they would consider and comment on the expected consultation papers from Mendip District Council which outlines their plans to improve cycling routes within our area.

- 11.2 CPRE Newsletter – To be circulated around all Councillors

VW

- 11.3 It was agreed that the Flag would continue to fly at the Playing Field for the coming month but would be discussed as an agenda item at the July meeting.

Ag

12 Next meetings

Tuesday 7th July 2020

The meeting concluded at 20.55hrs