

**HOLCOMBE PARISH COUNCIL
IN THE COUNTY OF SOMERSET**

www.holcombepc.org.uk

Clerk: Debbie Widdows, 19A Union Street, Wells, Somerset, BA5 2PU
clerk@holcombepc.org.uk 07872 857885

**Minutes from Holcombe Annual Parish Council Meeting, which took place on
6 May at Holcombe Village Hall at 7:00pm.**

Councillors Present Cllr Brand (Chair)
Cllr Davies
Cllr Eade
Cllr Emery
Cllr Gait
Cllr Govier
Cllr Kerr
Cllr Stratford

In attendance: There was 1 member of the public present.
Clerk Debbie Widdows taking the minutes.

1. Election of Chair

Cllr Davies proposed Cllr Brand as Chair, which was seconded by Cllr Emery.

Vote: Unanimous

2. Election of Vice Chair

Cllr Stratford proposed Cllr Davies as Vice Chair, which was seconded by Cllr Emery.

Vote: Unanimous

3. Apologies for absence

Cllr Roberts sent apologies which were accepted by the Chair.

4. Representation for:

- 4.1 Playing Field Committee – Cllr Emery
- 4.2 Village Hall Committee – Cllr Emery
- 4.3 Finance working group – Cllr Gait and Cllr Brand
- 4.4 Community Project Fund working group – Cllr Kerr and Cllr Brand
- 4.5 PCSO – Cllr Stratford
- 4.6 Highways – Cllr Robert
- 4.7 Cemetery – Cllr Kerr and Clerk
- 4.8 Footpaths – Cllr Emery
- 4.9 SALC – Cllr Gait and Clerk

It was unanimously agreed that the above appointments would stand.

Action: Clerk to update the website with Councillors roles.

5. Agree that the Parish Council continues to meet the criteria for eligibility for General Power of Competence.

**HOLCOMBE PARISH COUNCIL
IN THE COUNTY OF SOMERSET**

www.holcombepc.org.uk

**Clerk: Debbie Widdows, 19A Union Street, Wells, Somerset, BA5 2PU
clerk@holcombepc.org.uk 07872 857885**

It was noted that the Parish Council doesn't meet the criteria for the General power of competence as the Clerk has not yet gained the Certificate in local Council Administration (CiLCA).

6. To Review and adopt the following policies:

- 6.1 Financial regulations
- 6.2 Code of conduct
- 6.3 Standing orders

It was proposed by Cllr Brand and seconded by Cllr Kerr that the policies should be adopted.

Vote: Unanimous

Action: Clerk to update the website.

7. Review Bank signatories

It was agreed that the bank signatories should be Cllr Brand, Cllr Kerr, Cllr Gait and the Clerk.

8. Review Direct Debits and Standing Orders

The Clerk confirmed that there is a monthly direct debit for Geeking It Simple for email and webhosting which is currently £68.99.

9. Consider and Agree Annual Insurance for the Parish Council

It was proposed by Cllr Brand and seconded by Cllr Kerr that the Insurance Policy with Hiscox Insurance Company Limited be renewed for a further 3 year period at a cost of £559.36 per year.

The meeting finished at 7:30pm