

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

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**Minutes from Holcombe Parish Council Meeting, which took place on Tuesday 2 September
at Holcombe Village Hall**

Councillors Present : Cllr Brand (Chairman)

Cllr Eade

Cllr Emery

Cllr Gait

Cllr Govier

Cllr Roberts

Cllr Stratford

In Attendance: There were no members of the public present. In the absence of a clerk, Cllr Brand took the minutes.

1. Public Forum: No parishioners raised any issues.

2. Apologies for absence: Cllrs Davies & Kerr sent apologies which were accepted by the chairman.

3. Declaration of interests and dispensations: None declared.

4. Approve Minutes of previous meeting held on 3 Jun

The minutes had been circulated in advance to all councillors. As there were no amendments, these were accepted as a true record. Proposed by Cllr Gait, seconded by Cllr Govier. Vote unanimous.

5. Actions/matters arising from the previous meeting

All actions had been completed except the following:

5.1 Cllr Stratford to supply a list of village events to PCSO Coord. It was agreed that the PCSO should be invited to attend the dog show on the playing field on Saturday 27 September as many parishioners would be present.

Action: Cllr Emery to invite PCSO to attend the dog show on 27 Sep.

6. Reports

6.1 PCSO report dated 3 Aug & 1 Sep. PCSO proposed holding a 'Come Meet Us' event in the village hall on Saturday 27 Sep from 1300 – 1400. Councillors proposed that this visit coincide with the dog show on the playing field.

Action: Cllr Emery to respond to PCSO and advertise on website/social media.

6.2 Somerset Council reports dated 1 Aug & 1 Sep.

7. Planning Applications:

2025/1399/HSE Erection of single story extension at 2 Silver Street BA3 5EP.

Cllr Brand outlined this application and confirmed that it did not breach any material considerations. The application was approved. Proposed by Cllr Emery, seconded by Cllr Stratford. The vote was unanimous.

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Action: Cllr Brand to respond to the planning authority.

- 8. Report on Planning Updates:** Appeal Ref: APP/E3335/W/25/3358746 Land at Anchor Road dated 8 Jul 25. The appeal is upheld and outline planning permission is granted for the erection of up to 75 dwellings.

9. Finance

9.1 Agree bank reconciliation for May, Jun, Jul (Statement for Aug yet to be received from bank)

9.2 Parish Council Payments:

Hill & Hill Ground Maintenance Ltd £284.17 (Invoice 3754)

Hill & Hill Ground Maintenance Ltd £284.17 (Invoice 3802)

Hill & Hill Ground Maintenance Ltd £284.17 (Invoice 3846)

Sign Efex Ltd £150 (Invoice 27224/1)

Auto Speed Watch Ltd £214.80 (Order 539 dated 21 Aug)

All the financial matters and payments shown above were proposed for approval by Cllr Stratford and seconded by Cllr Roberts. The vote was unanimous.

10. Highways

10.1. Update on Auto Speed Watch

Cllr Stratford briefed that he and Cllr Roberts had trawled through the data from the past 4 months and compiled a spreadsheet which illustrated those vehicles that persistently offended and those that exceeded the speed limit by a considerable margin. Of note is that some of these vehicles appeared several times during the period indicating that they were both persistent and frequent speeders. This information has been shared with the police in order to assist them in identifying repeat offenders across the area. It is hoped that this information helps reduce speeding in the village and surrounding areas.

10.2. Update on existing issues already reported to Somerset Highways - Nil

10.3. Report of new issues - Nil

11. Update on recruitment of new clerk

Cllr Brand explained that the solitary applicant, Mrs Deborah Douglas-Burke had been interviewed by the recruitment sub committee on 1 Sep. The interview panel was most impressed with the candidate and had offered her the job. Mrs Douglas-Burke accepted the offer and starts her new job on 8 Sep 25.

12. Emergency Planning Training

Cllr Brand briefed that he had reviewed and updated the EP and circulated it to all councillors on 19 Aug. As the majority of councillors had not attended training in the past, it was proposed that a training session for all councillors and key members of the PCC be conducted on Tuesday 23 Sep at 1900 in the village hall. The village hall has been provisionally booked for this purpose. He had requested support from Mr Ash Smith (who has experience of civil contingency planning and who had conducted training in the past) who had kindly agreed to conduct the training at a cost of £20 per hour. Councillors agreed the date and the remuneration package. Proposed by Cllr Gait, seconded by Cllr Eade. Vote unanimous.

Action: All councillors to attend the training on 23 Sep at 1900 in the VH.

Action: Cllr Emery to confirm the VH booking.

Action: Cllr Brand to invite key members of the PCC to attend the training.

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13. Grit Bin refilling

Cllr Brand briefed that the PC had received a request from SC to report the state of the grit bins in the village so that action can be taken to refill as appropriate. Cllr Brand stated the response was required by 12 Sep.

Action: Cllr Brand to respond to SC by 12 Sep.

14. Councillor Reports/Updates including highways, playing field, village hall, SALC etc.

Cllr Brand stated that he had attended the Shepton LCN Highways WG on 21 Aug and had emailed a summary of the key points to all councillors the following day. The only point of note was that the work to repair the culvert in Stoke St. Michael (SSM) is due to start on 13 Oct and last for 3 weeks. He also stated that the PC has been invited to attend a forum established by Stoke St. Michael PC looking at safer routes for HGVs through Holcombe and neighbouring villages. Cllr Roberts was tasked to attend this forum which is scheduled between 29 Oct and 13 Nov.

Action: Cllr Brand to inform SSM of Cllr Robert's intention to join the forum.

15. Meetings/Training to attend

All Cllrs were invited to review the latest list of courses provided by SALC and sign up as appropriate.

Cllr Brand stated that the Somerset Parishes Conference was taking place in Bridgwater on Friday 3 Oct. Currently he and Cllr Gait have agreed to attend. Anyone else wishing to do so is to contact Cllr Brand by Mon 8 Sep.

Action: Cllr Brand to forward names of attendees for Parishes Conference to SC.

16. Correspondence

3 items of correspondence were circulated to councillors in advance of the meeting. There were no actions from these documents.

17. Next Meeting

Parish Council Meeting 7 Oct at 7.30pm