

**HOLCOMBE PARISH COUNCIL**  
**MENDIP DISTRICT OF THE COUNTY OF SOMERSET**

**[www.holcombepc.org.uk](http://www.holcombepc.org.uk)**

Clerk: Vickie Watts, Gallant Hill Farm, Foxcote, Radstock, BA3 5YB  
[clerk@holcombepc.org.uk](mailto:clerk@holcombepc.org.uk) 07971 516916 / 01479 880428

**\*\*DRAFT\*\* Minutes from Holcombe Parish Council Meeting, which took place on  
Tuesday 3<sup>rd</sup> January 2023 at 7.30 pm at Holcombe Village Hall**

*Councillors Present*      Cllr Simon Brand  
                                 Cllr Phil Gait  
                                 Cllr Helen Kerr  
                                 Cllr Simon Eade  
                                 Cllr David Roberts

*In attendance:*           Somerset Cllr Edric Hobbs and District Cllrs Townsend.  
                                 There were no members of the public.

**1. Public forum**

There were no points raised.

**2. Apologies for absence**

PCSO Robert Nell, Somerset Cllr Tony Robbins and District Cllr Ham sent apologies which were accepted by the Chair.

**3. Declaration of Interests and dispensations**

Cllr Gait declared an interest in agenda item 14.3 payments.

**4. Approve Minutes of previous meeting held on Tuesday 3<sup>rd</sup> January 2023**

The Clerk had circulated the minutes prior to the meeting. Cllr Kerr proposed that they were an accurate record of the meeting and should be approved which was seconded by Cllr Gait. The minutes were duly signed.

***Vote: 5 For, 0 Against and 0 Abstentions***

***Action: Clerk to upload to the website***

**5. Action updates from the last meeting**

All actions had been carried out or would be discussed later in the meeting as an agenda item apart from:

1. Clerk to deliver the Book of Condolence to Revd Cridland for safe keeping.
2. Clerk to progress adding Cllr Gait to the bank mandate at 4<sup>th</sup> signatory

***Action: Clerk to complete outstanding tasks***

**6. Co-option of Councillors**

There were none.

***Action: Clerk to advertise the position.***

**7. Reports**

1. PCSO – Robert Nell has been appointed as the officer responsible for Holcombe. The PC has invited him to attend meetings as well as the coronation party on 6 May. A generic area newsletter had been received in January which highlighted what the neighbourhood policing team have been concentrating on during the month. There was no mention of Holcombe within the report and no crime statistics given for the Mendip East area.

**HOLCOMBE PARISH COUNCIL**  
**MENDIP DISTRICT OF THE COUNTY OF SOMERSET**

**[www.holcombepc.org.uk](http://www.holcombepc.org.uk)**

**Clerk: Vickie Watts, Gallant Hill Farm, Foxcote, Radstock, BA3 5YB**  
**[clerk@holcombepc.org.uk](mailto:clerk@holcombepc.org.uk) 07971 516916 / 01479 880428**

2. District Council report – District Cllrs Townsend and Ham submitted the following report:

Planning at Stoke St Michael – the appeal against Mendip’s refusal of 47 houses on Coalpit Lane has been allowed. Despite not being an allocated site in the Local Plan it has been allowed because Mendip do not have a future 5-year housing land supply identified in the Plan. Highway safety, harm to the landscape, impact on the setting of the listed buildings at the Mill were not deemed to be Significant and Demonstrable Harm to justify refusal in the Planning Inspector’s opinion.

Local Plan – an Extraordinary Meeting of Full Council has been called by the Opposition to request an explanation of the circumstances which have cost the Council some £60,000 in its unsuccessful defence of a Judicial Review of its failings on Local Plan Part 2. The JR specifically related to the mis-handling of the allocation of 505 dwellings in the north east of the District. Additional questions are being asked about the failure to produce a 5-year housing land supply and what the programme is to rectify the shortfall. It has also been asked how the Council is handling the Government’s Open Consultation on reforms to national planning policy which was launched on 22<sup>nd</sup> December

3. County Council report – Cllr Robbins did not attend but had submitted a full report which had been circulated and is available upon request.

Cllr Hobbs attended and said that the Local Community Networks have been agreed. There will be a total of 18, Holcombe is in Area 3 Shepton which has a total of 21 parishes, namely: Ashwick, Batcombe, Chilcompton, Coleford, Cranmore, Croscombe, Ditchat, Doulling, Downhead, East Pennard, Evercreech, Holcombe, Kilmersdon, Leigh-on-Mendip, Milton Clevedon, Pilton, Pylle, Shepton Mallet, Stoke St Michael, Ston Easton and Stratton on the Fosse. £300K has been allocated to set up and run all 18 LCN’s.

It is understood that planning will run along similar lines as at present although there will only be 4 Mendip District Council Councillors still in place so a considerable amount of planning knowledge will be lost.

The Precept was set at 5%

4. Update on Unitary – It is believed that things will start to pick up pace over the coming weeks to ensure that progress is made ready for the 1<sup>st</sup> of April.

## **8. Planning Applications**

2023/0068/VRC - Holcombe Playing Field Brewery Lane Holcombe

Application to remove conditions 2 (car park used for parking of vehicles on Sat, Sun and bank holidays), 3 (not to be used outside of hours 08.00 to 20.00) of planning approval 2017/1743/VRC.

It was noted that the Mendip District Council planning website showed 33 people supported the application with 1 person objecting. The date of determination is the 13<sup>th</sup> March 2023.

## **9. Planning Updates**

There were none.

## **10. Approve use of the playing field car park for funeral of Mr T Button on 17/01/22**

Councillors approved the use of the car park for the funeral held on the 17<sup>th</sup> January 2023.

*Action: Clerk to update the diary.*

**HOLCOMBE PARISH COUNCIL**  
**MENDIP DISTRICT OF THE COUNTY OF SOMERSET**

**[www.holcombepc.org.uk](http://www.holcombepc.org.uk)**

Clerk: Vickie Watts, Gallant Hill Farm, Foxcote, Radstock, BA3 5YB  
[clerk@holcombepc.org.uk](mailto:clerk@holcombepc.org.uk) 07971 516916 / 01479 880428

**11. Consider the Memorial Application**

A memorial application had been received from Exclusive Memorials. The details were considered and were found to be within the council's criteria. It was therefore proposed by Cllr Kerr and seconded by Cllr Roberts that the application should be approved.

*Action: Clerk to notify the applicant.*

**12. Consider specification to improve safety and visual impact of Jubilee Garden**

Cllr Brand and the Clerk met with a contractor to discuss the required work. A specification has been produced and will be circulated to contractors to obtain quotes. It is hoped that that project can be completed before the King's Coronation in May.

*Action: Clerk to seek quotes.*

**13. Confirm Coronation celebrations 06/05/23 and The Big Help Out on 08/05/23**

Cllr Brand confirmed that plans are in place for the Coronation celebrations on the 6<sup>th</sup> May starting with live music, food and drink from 18.30hrs to 22.00hrs with the Beacon lighting taking place at 20.45hrs.

On Bank Holiday Monday there will be the 'Big Help Out' with a litter pick at 10.00hrs to 12.00hrs meeting at the Village Hall. Refreshments will be served after the event.

The planning committee will next meet on Thursday the 9<sup>th</sup> March.

**14. Finance**

1. Bank Reconciliation

The Clerk to drop the bank reconciliation to Cllr Gait for checking prior to the next meeting.

*Action: Clerk to action*

2. Review Clerks appraisal and pay review for 2023/24

Cllr Brand confirmed that the Clerks appraisal for the period 1<sup>st</sup> January to 31<sup>st</sup> December 2022 had been completed, signed with a copy being held on file. A mid-term appraisal will be completed in June.

3. Parish Council Payments:

The following invoices were presented for payment.

V Watts – Salary £343.90 and Expenses £29.44	£373.34
Phil Gait – Planning fee	£149.20

It was proposed by Cllr Kerr and seconded by Cllr Eade that all payments should be made.

***Vote: 5 For, 0 Against, 0 Abstentions***

4. Playing Field Payments

The following invoices were presented for payment.

Les Allen – Bench repair	£50.00
--------------------------	--------

It was proposed by Cllr Kerr and seconded by Cllr Eade that all payments should be made.

***Vote: 5 For, 0 Against, 0 Abstentions***

**HOLCOMBE PARISH COUNCIL**  
**MENDIP DISTRICT OF THE COUNTY OF SOMERSET**

**[www.holcombepc.org.uk](http://www.holcombepc.org.uk)**

Clerk: Vickie Watts, Gallant Hill Farm, Foxcote, Radstock, BA3 5YB  
**[clerk@holcombepc.org.uk](mailto:clerk@holcombepc.org.uk)** 07971 516916 / 01479 880428

**15. Highways**

1. Update on installation of Speed indicator device (SID)

The Clerk had spoken with the supplier who said that the delay had been due to a key member of staff being hospitalised but they hoped to complete the installation within the next 2 weeks.

*Action: Clerk to progress*

2. Update on existing issues already reported to Somerset Highways

The Somerset Highway Engineer Sara Davis provided the following update:

**Relocation of 30 mph terminal signs on Brewery Lane** - Due for public consultation, this year and hopefully if there are no objections will be amended as previously advised.

**Additional sites for SID location** - It was confirmed that the following locations could be approved for a SID:

- Charlton Road on the existing post under the bend warning sign near the junction of Silver Street
- Brewery Lane on the existing post under the playground warning sign opposite No.4 The Mead
- Stratton Road on the existing post under the playground warning sign opposite the bus stop

Once the Parish Council has decided which locations it wishes to proceed with the sites will need to be added to the existing MoU for approval. If additional posts need to be installed these can be agreed with the Parish Council and will be funded on a rechargeable basis. The current cost is approximately £250 per post depending on size both height and diameter.

**Inconsiderate parking at Common Lane / Holcombe Hill Junction and Longleat Lane / Scott's Close Junction** — Somerset Highways no longer supports putting in H Bars as they are not supported by the Police. For a permanent, enforceable measure parking restrictions could be put in. If the Parish Council wishes to explore this option, then we need to work with Somerset Highways with a view to it being added to a future Mendip Amendment Order

**Main Crossroads at Brewery Lane / Charlton Road – faded road markings – STOP junctions**  
Somerset Highways will arrange to have this junction remarked.

**Village Name Plate on Charlton Road needs to be straightened** – Somerset Highways can arrange for this work to be carried out, but the cost will be recharged to the Parish Council for doing so. Parish Council to confirm if they would like Somerset Highways to proceed on this basis.

**Submission window for Small Improvement Schemes** – These remain closed at present. Our County Councillors should be able to keep us informed by the Improvement Schemes Team of any developments.

All agreed that it was good to receive the detailed response. Cllr Brand proposed that a letter of thanks be sent which would also seek clarification on what a Mendip Amendment order was, how long it would take to get and whether there would be a cost involved.

It was agreed that Cllr Eade and Roberts would straighten the village name plate on Charlton Road.

*Action: Clerk to write to Somerset Highways Engineer. Cllr Eade and Roberts to straighten the name plate*

**HOLCOMBE PARISH COUNCIL**  
**MENDIP DISTRICT OF THE COUNTY OF SOMERSET**

**[www.holcombepc.org.uk](http://www.holcombepc.org.uk)**

**Clerk: Vickie Watts, Gallant Hill Farm, Foxcote, Radstock, BA3 5YB**  
**[clerk@holcombepc.org.uk](mailto:clerk@holcombepc.org.uk) 07971 516916 / 01479 880428**

**3. Report of new issues**

A complaint had been received from a member of the public regarding parking on the pavement on Holcombe Hill just above Woodlands Lane, which meant that they were unable to pass whilst using a mobility scooter so had to drive in the road. It was agreed that a letter would be sent to the owner explaining why they should not park their vehicle on the pavement.

*Action: Cllr Brand to draft a letter*

**16. Councillor Reports/Updates including Playing Field, Village Hall, SALC, etc**

There were no reports.

**17. Meetings/Training to attend**

Health & Well Being Parish Forum being held 21/02/23 @ 6.30pm

Frome LCN - 09/02/23 @ 6pm

Extraordinary meeting to discuss the Judicial Review of the Local Plan - 09/02/23 @ 6pm

**18. Correspondence**

Citizen Advice Mendip request for funding – It was noted that £500.00 had been allocated in the 2023/24 Budget – Clerk to notify it will be paid in April

Kings Coronation Road closure advice -Agenda item for next meeting

A letter had been received expressing concern that the playing field path had lifted as a result of the frost. Both Cllr Brand and the Clerk inspected the path and felt that the area where the goals were moved to the field each weekend had become slightly loose under foot, but posed no risk to those using it and did not require urgent attention. It was agreed that the path would be inspected on a regular basis and if required maintenance would be completed.

*Action: Clerk to complete the tasks*

**19. Next meetings:**

Parish Council meeting Tuesday 7<sup>th</sup> March 2022

Meeting closed at 20.45hrs