

**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

**Minutes from Holcombe Parish Council Meeting, which took place on  
Tuesday 6<sup>th</sup> September 2022 at 7.30 pm at Holcombe Village Hall**

*Councillors Present*      Cllr Simon Brand (Chair)  
                                 Cllr Phil Gait  
                                 Cllr Helen Kerr  
                                 Cllr Simon Eade

*In attendance:*          District Cllr and District Cllr Alan Townsend  
                                 There were 4 members of the public.

**1. Public forum**

There were no points raised.

**2. Apologies for absence**

County Cllr Tony Robbins and County Cllr Edric Hobbs both sent their apologies which were accepted by the Chair.

**3. Declaration of Interests and dispensations**

Cllr Kerr declared an interest in agenda item 8.1 – planning application 2022///1610/HSE  
Cllr Brand declared an interest in agenda item 11.2 – Whether to pay for a gift to thank the defibrillator trainer.

**4. Approve Minutes of previous meeting held on Tuesday 2<sup>nd</sup> August 2022**

The Clerk had circulated the minutes prior to the meeting. Cllr Kerr proposed that they should be approved which was seconded by Cllr Gait. The Clerk to upload to the Parish website.

***Vote: 4 For, 0 Against and 0 Abstentions***

**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:

- 5.1 The Clerk confirmed that an email had been sent to SCC Climate Emergency Fund to ask if the balance of the grant could be spent on additional items related to the project.
- 5.2 Cllr Brand attended the Unitary meeting on 11<sup>th</sup> August hosted by Douling Parish Council but there was little to discuss in light of the LCN maps still not being available. A survey had been created to help establish what the priorities were for each parish represented. Cllr Brand had completed the survey which has been circulated to all Councillors for comment. Cllr Ham suggested that Councillors read the consultation documents which have been sent to Councils today to establish if further detail needs to be included in the survey before submission.

***Action: Councillors to consider the consultation documents and decide if more detail is required in the survey response. Cllr Brand to take lead.***

**6. Co-option of Councillors**

The Clerk is hopeful that there will be a co-option at the next meeting.

***Action: Clerk to progress***

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**7. Reports**

1. PCSO –The Avon and Somerset Police Neighbourhood policing newsletter had been received for the Mendip East area which had been circulated to Councillors and shared on social media. It was a generic report and did not include specific detail relating to Holcombe.
2. District Council report – District Cllr Townsend submitted the following report:

Planning - Duke of Cumberland overflow car park – At their meeting last week Stoke St Michael Parish Council recommended approval - the site is in their parish although the Duke itself is in Holcombe. The draft minutes record “Whilst sympathetic to concerns raised by local residents, on balance it was felt that the proposed car park will help alleviate the parking difficulties and improve safety for road users and pedestrians.”

Appeals -The appeal for the Leigh development of 40 houses on Quarry Lane is to be heard on 4<sup>th</sup> October. We still have no date for the appeal for the 47 houses on Coalpit Lane in Stoke.

Saxonvale, Frome – The Planning Board on 17<sup>th</sup> August approved the application by the Mayday Saxonvale team for an alternative plan to that already approved by the Board as proposed by Mendip, as site owners. The Mayday plan offers less houses but more affordable starter units, and more employment and leisure space including a lido. It is hoped the two parties can get together at last to produce a joint optimal solution.

Highways – The drainage and patching work has now been completed along Stoke Bottom after months of chasing.

By Election - Following the sad death of Cllr Nigel Woolcombe Adams, Mendip have announced that the by-election for the Butleigh and Baltonsborough Ward will be held on 6<sup>th</sup> October,

District Cllr Townsend said that he had been informed that there was a planning application for a barn conversion at Southmead Farm but there is no Parish Council included within the consultee list. It is understood that the property would be within the Holcombe Parish.

***Action: Clerk to ask Mendip Planning office to include Holcombe PC as the Parish Council consultee.***

3. County Council report – No report was received.
4. Update on Unitary –The Local Community Network Consultation has been received and circulated to all Councillors. This will be an agenda item for the October meeting.

**8. Planning Applications**

1. 2022/1610/HSE – Demolish existing conservatory and erect side extension.  
Kingsmead Cottage, Common Lane, Holcombe

All Councillors had considered the application prior to the meeting and after discussion Cllr Brand proposed that the application be recommended for approval, which was seconded by Cllr Gait.

***Vote: 3 For, 0 Against, 1 Abstentions***

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2. 2022/1618/FUL – Formation of new overflow car park with association access and landscaping. Duke of Cumberland Inn, Edford Hill, Holcombe, Radstock

All Councillors had had the opportunity to consider the plans prior to the meeting. Cllr Brand outlined that the application was for a new car park with capacity for 34 cars on the opposite side of the road from the Farm shop, in the field next to the small resident car park on the south side of the river. New vehicular access is proposed further up the hill where visibility splays will be created with pedestrians accessing the proposed car park from the existing gate entrance, with a short walk over the bridge to the Farm shop and pub. He confirmed that the Mendip Planning website shows 45 letters of support and 3 objections. A neighbour had emailed the Councillors asking them to consider their objections raised within a letter submitted by their solicitor. All Councillors had read the letter.

The applicant attended the meeting and explained that the Farm shop had been well supported by the community since opening. The overflow car park at the entrance to the business park had alleviated parking issues but Mendip enforcement issued notices so it could no longer be used. He said that at busy times parking on the road and bridge had meant that the road was dangerous to negotiate and this scheme would offer a solution. The field is 4 acres and the car park had been planned to provide parking with minimal visual impact and to fit within the existing contours of the land. The remaining acreage will be offered as community allotments.

Councillors asked if there was anything that could be done to improve the safety for pedestrians walking from the car park to shop e.g. improved lighting. The applicant explained that as he did not own the land he was unable to do anything. He did highlight that customers were already walking from cars that are parking on the highway so it was hoped that the proposed car park would offer a safer option.

It was asked why there was no mention of the allotments within the planning application. The applicant explained that as the land was registered for agricultural no change of use would be required to create allotments.

All Councillors agreed that the proposal was not ideal but no other solutions have been forthcoming. After discussion it was proposed by Cllr Eade and seconded by Cllr Gait that the application be recommended for approval. Councillors requested that Somerset Highways should consider pedestrian safety with the current 30mph zone being extended to help address this concern.

***Vote: 4 For, 0 Against, 0 Abstentions***

## **9. Planning Updates**

There were none.

## **10. Discuss and agree access to the playing field via the car park outside usual permitted hours**

District Cllr Townsend had spoken with Simon Trafford of Mendip District Council Planning department and explained to him that we were not looking to extend the use of the car park outside of permitted hours as a car park as authorised under 2017/1743/VRC but to use it to gain access to the field to set up and dismantle equipment for an event. Mr Trafford confirmed he was relaxed about this wider interpretation of the definition of use, provided the behaviour of all concerned was reasonable.

It was therefore agreed that access should be allowed for the Hive events on the 9<sup>th</sup> & 10<sup>th</sup> September providing the fruit trees and the surface of the football pitch were protected.

## **11. Finance**

1. Bank reconciliation – Cllr Gait to check the reconciliation prior to the next meeting.

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2. Discuss and agree whether to cover the cost of the gift to thank the defibrillator trainer – Cllr Brand said that he had joined the defibrillator training which was attended by approx. 12 people and was first class. Cllr Brand purchased a small gift to say thank you for Dave Sprinks giving up his time to provide the training to parishioners at no cost. Cllr Eade proposed that Cllr Brand should be reimbursed the £18 which was seconded by Cllr Kerr.

*Vote: 3 For, 0 Against and 1 Abstentions*

*Action: Cheque to be written for £18 to Cllr Brand.*

3. Update on applications received for the Community Project Fund  
The Clerk confirmed that 5 applications had been received with a total of £993.47 from a total pot of £1800. The Clerk said that an email had been received from a member of the parish suggesting a 'Warm Space' group be set up over the winter to provide somewhere people can meet and have a cup of tea for a couple of hours without have to worry about heating their own home. It was agreed that the Clerk would contact members of the village hall committee to determine the feasibility of this proposal with funding provided through the CPF.

4. Invoices for payments -  
The following invoices were presented for payment:

V Watts – Salary £252.75 and Expenses £61.48	£314.23
SALC & NALC annual Affiliation fee	£279.45
SALC Code of Conduct training	£ 25.00
PKF Littlejohn LLP – External Audit fee	£240.00
S Brand – gift for Defib training	£ 18.00

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

*Vote: 4 For, 0 Against, 0 Abstentions*

## **12. Highways**

1. Update on the volunteer training and installation of speed indicator device  
Due to the global lack of microchips, the SID remains on order with a delivery date in the autumn.

*Action: Clerk to progress*

2. Update existing issues already reported to Somerset Highways  
The Clerk has emailed Highway engineer Sara Davies regarding:
- Chasing up the extension of the 30mph zone on Brewery Lane.
  - Requested that the white lining on the junction of Longleat Lane be extended into Scott's Close and the existing white lining be repainted.

*Action: The Clerk to progress.*

3. Report of new issues  
There were no new issues reported.

## **13. Councillors reports/update including Playing Field, Village Hall, SALC etc**

Playing field – The 2hr community event for volunteers to undertake some maintenance tasks on the Playing field like weeding, treating the timber benches etc has been planned for Saturday 8<sup>th</sup> October from 10am until 12 noon. Refreshments would be provided free of charge.

It was agreed that Cllr Brand would write a piece for On The Map. Steph Chorley to produce a poster and Russ Stokes to create a Facebook event to promote maximum participation.

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Cllr Eade confirmed he could bring topsoil to fill the hole created during the removal of the tree bench.

*Action: OTM, Poster and Facebook event to be created – Clerk to ensure all are completed*

**14. Meetings / Training to attend**

Mendip Parish Forum Hybrid meeting (Teams and MDC Chambers) – 08/09/22 @ 18.30pm  
Doulting Parish Council – A meeting to discuss LGR Unitary on 29<sup>th</sup> September 2022 will take place at Doulting village hall at 7.30pm. Cllr Gait to attend.  
Somerset Unitary Team Q & A session 27/09/22 @ 7pm at Wells Town Hall

**15. Correspondence**

Julia Evans - Request for work at Jubilee Gardens. Agenda item for October  
Andy Wrintmore – New inscription for Angela Jones. Agreed by Council  
Andy Wrintmore – New Memorial for Marlene & Alan Croker. Agreed by Council  
Chair of Somerset County Council – Somerset Day. No action required. Monitor progress  
PKF Littlejohn – Conclusion of Audit, no issues reported.  
Mendip District Council – Council Tax reduction scheme 2023/24. No action required

**16. Next meetings:**

The next Parish Council meeting will take place on Tuesday 4<sup>th</sup> October 2022

Meeting closed at 20.50hrs