

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

**Minutes from Holcombe Parish Council meeting, which took place on
Tuesday 3rd July 2018 at 7.30 pm.**

Councillors Present Cllr Graham Crowe (Chairman)
Cllr Simon Brand (Part)
Cllr Stephenie Chorley
Cllr Terry Dumbrell
Cllr Phil Gait
Cllr Daniel Owen
Cllr Russell Stokes
Cllr Sue Robinson

Also, Present: District Cllr Townsend. There were no members of the public.

In attendance: Vickie Watts taking the minutes

1 Public forum.

Cllr Crowe said that he was concerned that a recent party ran on late into the evening causing a nuisance. He asked if the Parish Council should contact the organisers to request they be more respectful with noise. Cllr Dumbrell said that the Environmental Health team would need to come out to take readings to establish if there was a nuisance – they will attend at any time. After discussion it was agreed that Cllr Dumbrell will draft a letter to the party organisers and a piece for inclusion in On the Map. TWD

2 Apologies for absence.

Cllr Jordan, District Cllr Ham, County Cllr Pullin and PCSO Michael Storey sent apologies which were accepted by the Chair.

3 Declarations of Interests and Dispensations

There were none.

4 Minutes of previous monthly meetings held on Tuesday 5th June 2018

The draft minutes for the 5th June had been circulated prior to the meeting. It was agreed that they were an accurate record of the meeting and so were duly signed by the Chair. This was proposed by Cllr Chorley and seconded by Cllr Stokes.

Vote: 7 For, 0 Against & 0 Abstentions

5 Action points from last meeting and matters arising.

All actions had been completed or would be discussed later in the meeting apart from:

- The Clerk had established that if the Street light in James Close was to be reinstated at a later date then the cost would be in the region of £3K. A quote for the relocation will be emailed to the Clerk. It was agreed that we should proceed with the removal of the light. The Clerk to write to the residents of James Close as requested by Somerset County Council.

6 Planning Applications

There were none

7 Planning Updates

- 7.1 2018/0902/HSE – Erection of a single storey rear extension. Utara, Holcombe Hill, Holcombe, Radstock, BA3 5DD – Approval with conditions
- 7.2 2017/2696/HSE – Erection of two storey side extension over existing garage, conversion of existing car port to garage, front porch, single and two storey rear extension (amended plans reducing scale side extension received 21/11/2017). 8 Stones Paddock, Holcombe, Radstock, BA3 5EY – Approval with conditions
- 7.3 2018/0848/FUL – Change of use of agricultural land to residential use and erection of curtilage outbuilding. Moores Farm, Moores Farm Lane, Holcombe, Radstock, BA3 5ES – Approval with conditions

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8 Report

8.1 PCSO Report

PCSO Mike Storey had sent apologies along with a report which had been circulated to all Councillors prior to the meeting. The crime figures for Holcombe for June are:

- Burglaries x 0
- Non-dwelling burglaries x 0
- Criminal damage x 1
- ASB x 1

8.2 District Council report

District Cllr Ham did not attend but passed a message via District Cllr Townsend to say that he has made progress with securing the materials for the playing field track.

District Cllr Townsend confirm that it had been a quiet month due to holidays. At the recent Planning board meeting a Georgian property, which is listed, at the bottom of Glastonbury High Street, was subject to discussion over the sash windows which had double glazing installed. Although it was a listed building it was decided that as the glazing had been installed some 15 years ago it was therefore passed.

A complaint had been received against Capita who complete land searches. Lead times had slipped from an 8-day turnaround to 40 days, which was considered unacceptable. Changes have been implemented which have meant that lead times have been restored.

Cllr Townsend reported that Dark Lane is in poor condition again.

8.3 County Councillor report

County Cllr Pullin sent his apologies but no report was supplied.

9 Finance

9.1 Bank reconciliation – This was to be adjourned until next month.

VW

9.2 Payments:

The following payments were read out for approval:

Vickie Watts – Clerk Salary for £239.69 & expenses of £42.15	£281.84
SALC training	£60.00
Julia Evans	£14.94
SALC	£25.00

Payments were recommended for payment by Cllr Owen and Cllr Dumbrell and the cheques signed by Cllr Chorley and Cllr Stokes.

Vote: 7 For, 0 Against & 0 Abstained

10 Review Policies

1. Risk assessment – Adjourn until August meeting
2. Freedom of information – It was recommended that by Cllr Dumbrell and seconded by Cllr Dumbrell that the policy should be approved.

Ag

Ag

Vote: 7 For, 0 Against & 0 Abstained

3. Complaints procedure – Cllr Gait suggested that reference to the “other proper officer” should be removed and that some words be added to show what a complainant can do if they wish to appeal a decision made by the Parish Council. Adjourn until August meeting

VW

11 Finger post signs

The Clerk explained that she had been in touch with some other potential contractors who were qualified to complete the finger post renovation work. It was also suggested that the Clerk contacts the Clerk for Vobster as it was noted that some renovations had recently been completed and they may be able to give the name of the contractor used. Agenda item for August when it is hoped a contractor can be agreed.

VW

Ag

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Cllr Brand arrived at 20.21hrs

12 Media Policy to include Facebook

Cllr Chorley raised concern over the rigidity of the policy and felt that it would make the site restrictive. There was much discussion and it was felt that it was down to interpretation. It was proposed by Cllr Gait that the Media Policy be agreed as a working document which should be reviewed every month at the parish meeting to review any issues, concerns or complaints that have arisen with Facebook during that period so that the policy can be altered as required. The proposal was seconded by Cllr Dumbrell and a vote taken.

Ag

Vote: 7 For, 0 Against & 1 Abstained

13 Approve use of the Playing Field Car Park on 15/06/18

During the month requests have been approved for the following events:

- Funeral of Rita Champion 15/06/18
- Wedding at Old Church 16/06/18
- Christening at new church 17/06/18

The Clerk had notified the neighbours and the events passed without incident.

Cllr Stokes confirmed that the Playing Field committee hoped to install a Key safe unit at the Changing rooms to allow permitted access to the keys for both the changing rooms and the playing field car park gate.

14 External meetings to attend and reports on meetings attended

Planning Training Session [SALC] – Attended by Cllrs Crowe and Chorley

The Chair explained that he and Cllr Chorley had attended the SALC run training on Planning. He raised the following points:

1. The PC are a 'statutory consultee and not a decision maker' with regard to planning. This means we must be consulted by Mendip but we do not make the final decision. Worth highlighting this at the meetings to those present.
2. The best sequence to receive submissions regarding applications is as follows:
 - Supporters of the application, not including the applicant
 - Opposed
 - Applicant
 - No one has a 'right to speak', and comments should be limited to 'new information' and not simply repeating what has already been said.
3. The Chair confirmed that he had raised the question of incomplete paperwork coming to the PC, either in hard copy or on the website. SALC's view is that this can only be an error by Mendip, as they would not start their processes unless they had all paperwork. When we next receive an application, the Clerk will ask for a volunteer to check that all information is available. If it is not, the Clerk will email the MDC and advise that 'Holcombe PC are unable to comment due to documentation being incomplete. This comment should be posted on the Mendip Planning website.
4. With regard to requesting extensions in time, there are 3 options:
 - Holcombe PC do not comment - we could put something on the website such as 'unable to comment due to lack of time', but this will have no effect on the application.
 - We hold an extraordinary meeting.
 - We discuss things 'out of court', advise the Clerk of our deliberations and then she, as a Paid Officer, makes the decision.

Cllr Crowe suggested that we need to try to keep using extraordinary meetings whenever possible.

5. Cllr Crowe said that the Parish Council need to renew the planning checklist. The points that we address account for one bullet point out of three slides of possible considerations that were suggested. Cllr Crowe will create a new list once the slide pack from SALC is received.

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Pact meeting – Attended by Cllr Robinson. An email with the minutes has been circulated to all.

15 Councillor Reports/Updates

(Village Hall, Playing Field, Highways, Cemetery, Footpaths, Speedwatch, SALC etc)

15.1 Highways including update on

Speed Indicator Device scheme – Cllr Crowe has researched the effectiveness of speed indicator devices in USA, London & Oxford. It has been proved that the units are only effective for 2 weeks before drivers then start to ignore them. It then takes between 3 – 5 weeks for drivers to forget that the unit was there. The Clerk confirmed that to buy in to the SCC scheme would cost £100 per installation. Or we could purchase our own unit at the prices previously discussed. Councillors agreed that buying into the rental scheme would be best whilst we continue to monitor. It was proposed by Cllr Crowe and seconded by Cllr Owen that the Council should sign up to the scheme and maybe utilise more of the approved sites within the village. The Clerk to establish if we are able to dictate when we would like the unit installed.

VW

Extending the 30mph zone on Brewery Lane This will be carried forward until the next meeting.

Discuss options for installing a mirror to ease negotiating from Common Lane - Carried forward until the next meeting.

15.2 Village Hall

The next meeting will take place on the 17th July
The next breakfast will take place on the 14th July.

15.3 Playing Field

- It has been proposed that the regular monthly meeting will take place on the last Wednesday of each month.
- There was much discussion about the Gala and the committee agreed to enter the bake off.

- The Insurance company has confirmed that the use of a key safe will not invalidate the insurance.
- Cllr Ham confirmed that he was making good progress on sourcing the playing field track materials.
- Villagers have volunteered to tidy up the boules pitch.

15.4 Holcombe Gala inc Finalise Parish Council involvement

Cllr Brand provided a program to each Councillor. He thanked the Gala working party, namely Ali Gadd and Christine Webb along with the playing field committee for their continued support. The Parish Council will have a table (which will be erected by Cllr Brand in the morning) in the village hall allowing them to meet and interact with the public.

15.5 Cemetery

There was nothing to report other than the Council bins are not being emptied. The Clerk to report.

VW

15.6 Speedwatch

Cllr Chorley has resigned from Speedwatch and Cllrs Crowe and Stokes have also stood down from volunteering. The Speedwatch is still active and Cllr Gait is still on board. The Clerk will contact Terry Drake and request a regular report to ensure the link is maintained between the Council and Speedwatch.

VW

15.7 Once the Council is back in the SID scheme the Clerk to notify Speedwatch

VW

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16 Correspondence

SALC training for Code of Conduct on Wednesday 18/07/18 at Edgar Hall from 6pm until 9pm. Cllr Crowe to attend.

GC
VW

17 Reports and items for next meeting

- Data protection
- Facebook feedback
- Website

18 Dates for next meetings

Tuesday 7th August 2018 – Meeting of the Parish Council

Tuesday 4th September 2018 – Meeting of the Parish Council

Meeting finished 21.10hrs