

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 4th December 2018 at 7.30 pm.**

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

Also, Present: District Cllr Alan Townsend and District Cllr Philip Ham.

In attendance: Clerk, Vickie Watts taking the minutes
4 members of the public

Discussion and decision as to whether to proceed with the Holcombe Gala 2019

There were 4 members of the public present one of which had attended to hear about the Gala. Cllr Brand outlined the effort and commitment involved last year to make the event happen. The job is too big for one person but if a team of people (like the Parish Council) take responsibility for planning the event with each team member being responsible for delivering what is needed for an individual element/activity for the day then it would become less onerous. It was noted that it would need a strong leader to ensure that this was managed well to ensure that each individual delivered.

The Clerk confirmed that she had written to village groups and clubs seeking support and established that:

- Volunteers David Hirst, Christine Webb and Alli Gadd had confirmed they would be happy to help again next year with the planning of the event.
- The Diamond Dog Club and Diamond Grooming had been in touch to say that they would like to run and sponsor the dog show. They would provide rosettes, trophy and judge on the day as well as donate prizes for the Gala raffle.
- The Ladies Club have committed to running the refreshments tent.
- The Playing field committee are happy to be involved in the planning.
- The Village Hall will be made available for the gala.
- Simon Eade will be happy to help with supplies of straw bales, rope, stakes and manpower.
- Lynne Cox said that her Girl band would be available to play on the day.
- Dave Sprinks has said that he can provide 1st Aid cover on the day.
- The Scout group had acknowledged receipt of the letter and were considering whether they could be involved however at present no confirmation had been received.

After discussion it was proposed by Cllr Dumbrell and seconded by Cllr Brand that the Holcombe Gala would take place on the 1st weekend in July, Saturday 6th 2019 and would be led by the Parish Council with support of volunteers. There will be a monthly meeting prior to the Parish Council meeting with subsequent sub committee meetings as and when required.

Cllrs Crowe and Brand will put together a plan highlighting the responsibilities and who would be allocated the task for each element. This will be reported back in the New Year to all Council and volunteers.

GC/SB

It was agreed that the Clerk will write to thank volunteers who have been in touch to offer help and support for next year's event and confirm that the 2019 Gala will go ahead. Each volunteer / group is to be invited to the first meeting of the year which will take place at 7pm on Tuesday 8th January which will be before the Parish Council meeting.

VW

1 Public forum.

- 1.1 A resident attended the meeting and said that a representative of Truespeed had said that they intend to install their box on Common Lane at the end of the pavement (near Boundary Close). The box in question apparently measures 2m high. The Clerk had contacted Tony Najdoski of Truespeed by email who had responded by saying that the cabinet would be small and that they would be consulting with the landowners prior to installation.

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- Cllr Ham and Townsend to establish what the ruling is regarding what would be permissible for street installation without permission. It was agreed that the Clerk would ask for clarification from Truespeed on whether it was down to the engineers to decide where the boxes would be located. PH/AT
VW
- 1.2 A resident attended asking if there had been any news from the SCC Highways department on whether they will clear the drain outside of Endeavor, Charlton Road? District Cllr Townsend said that he had reported it but had received no news as yet. He asked if it was possible for the resident to take a photograph of the drain when it was overflowing so that it can be sent to the Highways team. District Cllr Townsend said he will continue to put pressure on the Highways team. AT
- 1.3 Thanks were given to the Parish Council for the letter which had been received responding to the concerns of several parishioners over the way that a recent planning application had been dealt with. She was very grateful that the Council had listened to the concerns raised and had addressed them
- 1.4 Cllr Robinson requested that the Clerk should ask for the street sweeper to attend and clean Brewery Lane, Charlton Road, Holcombe Hill and Stratton Road. VW
- 2 Apologies for absence.**
Cllr Jordan, Cllr Stokes, County Cllr Pullin and PCSO 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 6th November 2018**
The draft minutes for the abovementioned meeting had been circulated prior to the meeting. It was agreed that they were an accurate record and so were duly signed by the Chair. The Clerk to upload minutes to the website. VW
- At the meeting held on the 6th November all Councillors present agreed that the draft minutes for the 2nd October accurately reflected the meeting but a vote had not been taken.
- It was proposed by Cllr Chorley and seconded by Cllr Crowe that both sets of minutes should be approved.
- 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 resent the letter to the occupiers of the house opposite the entrance to Common Lane on Holcombe Hill but had not received a response. The Clerk will visit the house to speak with the home owner. VW
- 6 Planning Applications**
There was none
- 7 Planning Updates**
2018/2405/FUL – Briar Croft, Holcombe Hill, Holcombe
Erection of a dwelling, vehicular access and extension of public footpath
MDC Approval with conditions
- The Clerk had circulated the email received from the planning officer Lorna Elstob regarding the non-material amendment for 2018/2229/NMA. The Parish Council had asked for clarification on what this actually meant but the response was not clear. District Cllr Ham said that 'non-material' actually meant not relevant. Everyone present agreed that this was now clear.
- District Cllr Ham also said that Planning Officer Carlton Langford had been reprimanded for his recent response to our email asking why 29 Norton St Philip residents had been consulted on a Holcombe application.

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District Cllr Townsend stated that a recent planning application recommended for refusal by Holcombe Parish Council had been referred back to the District Cllrs for comment as the planning officer wanted to recommend approval. District Cllr Townsend had emailed the Clerk and Chair asking if there were any additional comments that the Parish Council wanted to make. The Clerk circulated the email to Councillors and Cllr Chorley responded to everyone in the circulation list. District Cllr Townsend stated that he was unable to use the content as it had not been endorsed by the Chair. This was acknowledged and the Chair agreed that in the future this would be done.

8 Reports

8.1 PCSO report

No report had been received at the time of the meeting.

8.2 Mendip District Council report

District Cllr Ham attended and gave the following report:

Saxonvale in Frome: The overall predicted spend is 60 million. An overage agreement has been signed by the chosen contractor. The consultation process will start soon. They want to apply for planning permission in the new year and hope to start building this time next year. The development will include a culture quarter with a mix of business and residential housing.

MDC Assets – They are just about to agree the purchase of a building in Bristol with negotiations underway for further acquisitions in Shepton Mallet, a local village and Frome.

An adult and disabled changing facility has been agreed for installation at the entrance to the Bath and West showground. Once built the facility will be open all year round.

A major car park strategy is underway where MDC are looking at the car parks within that District to establish if they are in the right locations, are of best use of the land and are appropriate size as well as what might be required in the future.

Mendip lottery is still growing – A Christmas draw will be taking place. Anyone can enter online using the MDC website. District Cllr Ham asked those present to enter and to support the Coleford Hub who benefit from ticket sales.

District Cllr Ham asked if there had been any progress with the Playing Field path. Cllr Chorley said that a quote had been received but it was quite high so Cllr Stokes was going to seek further quotes for the purpose of comparison. It was agreed that the Clerk would send a copy of the quote received to Cllr Owen who would also seek a quote.

Local plan part 2 – District Cllr Townsend said that the final version is now endorsed by cabinet and will go before full council in 2 weeks' time and then to the planning inspector in January 2019. All representation made will be provided to the inspectorate for consideration.

Cllr Gait asked if housing requests outside the development line would be considered by the inspectorate when reviewing the Local Plan. Cllr Ham said that they would be.

Christmas Markets – Shepton Mallet Christmas market takes place the weekend of 14th December with Wells Christmas Market on the 19th to the 22nd of December.

District Cllr Ham asked the Clerk to write to the Mendip Citizen Advice Bureau to let them know that we will pay £500 in April as this will help them to manage staff budgets etc

VW

Shape Mendip Housing are formed (Aqueous) and ready to proceed but now need some land – They will be working with Mendip & BANES.

Cllr Gait asked if there was any news on the unitary authorities joining forces? Cllr Ham said that a firm have been employed to do feasibility studies which will result in a report being submitted in January.

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Cllr Ham said that SCC have dropped 8 gritting routes in Somerset. The grit bins will be filled as usual. Cllr Crowe raised concern over the liability of anyone clearing roads and pavements.

He asked if the Council provides the grit/salt does the responsibility then lie with the Parish Council? Cllr Ham said that the grit is provided for members of the public to use and so the responsibility will lie with individuals and not the Parish Council.

The Clerk to notify SCC Highways team that Holcombe has 12 grit bins (and not 3) so that they can update their records. VW

Cllr Townsend provided the following report:

Scrutiny – At end of last quarter it was predicted a total year end spend of 16 million with a forecast of a 221K overspend

Planning board – Dwellings outside of the building lines seems to be a theme at present. If there is a specific reason why this is requested then it may be successful. For example, at Horrington permission was given for temporary residency to be closer to farm animals. 2 others have been adaptations of barns.

Highways – District Cllr Townsend was disappointed that the SCC Highways team were unable to help with the painting of roundels on Charlton Road, Holcombe. It was agreed that the Chair and Clerk might consider liaising with Norton St Philip who have raised platforms, 20mph limit and roundels to establish how they have been successful with the Highways department. GC/VW

8.3 County Councillor Report

County Cllr Pullen did not attend and did not provide a written report.

9 Council Elections Timetable

The Publication of notice of Election need to be displayed for 31 days on the 18th March. All Councillors will need to complete nomination papers which will need to be submitted to MDC by the 3rd of April. The Clerk to ensure that nomination papers are completed in time. VW

10 Finance

10.1 Bank reconciliation – The Clerk had prepared the bank reconciliation which had been checked by Cllr Owen prior to the meeting and was found to be in order.

10.2 Update on Internet banking

This will be adjourned until next month – The Clerk and Cllr Gait to liaise and hopefully progress the access to internet banking.

10.3 Update on dog bins for Holcombe Inn & Longleat Road

The Clerk confirmed that she has been liaising with the SCC Highways department and has requested permission for the new bin at Longleat road be installed on their land and is currently waiting for a response.

Permission has already been given for the bin to be placed in the car park at The Holcombe Inn.

The Clerk has purchased 2 Chieftain multipurpose bins (bagged dog waste and litter) which are the same as the one recently installed at Jubilee Gardens. Delivery will be within 10 days.

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10.4 Payments:

The following payments were read out for approval:

Take vote on payments for November	
Vickie Watts – Clerk Salary for October £222.22 & expenses of £40.88	£263.10
Holcombe Village Hall grant	£500.00
Proposed by Cllr Owen and seconded by Cllr Chorley	
Vote: 7 For, 0 Against & 0 Abstentions	
Approve payments for December:	
Vickie Watts – Clerk Salary for November £234.23 & expenses of £25.46	£259.69
Terry Dumbrell – Event signs purchased from Archer Safety Signs	£173.57
Justin Hill – Clearance of Lychgate fence line	£45.00
Stephenie Chorley – Remembrance wreath for Holcombe PC	£19.24
Chris Ingrem – Fingerpost renovations	£250.00
Tim Candy – Hedge cutting around Playing Field	£96.00
Payments for the Playing Field Committee	
EDF Energy – Changing rooms electricity	£25.79
Vickie Watts – Clerk Salary for October £222.22 & expenses of £40.88	£263.10
Holcombe Village Hall grant	£500.00

It was agreed that the Village Hall sign currently attached to the Stratton Road sign would be removed and re-attached to the finger post by Chris Ingrem the contractor who completed the renovations. At the next meeting there will be a discussion regarding purchasing a Village Hall sign.

VW
Ag

It was proposed by Cllr Crowe and seconded by Cllr Robinson that the above payments be approved. The Cheques were duly signed by Cllr Crowe and Cllr Chorley.

Vote: 7 For, 0 Against & 0 Abstention

11 Consider quotes for hedge work at Jubilee Gardens

Quotes had been received from Fosseway Tree Services and Hill and Hill for extensive pruning and tree and hedge reductions at Jubilee Gardens. Quotes were as follows:

Fosseway Tree Services £384.00 inc VAT
Hill & Hill £840

It was proposed by Cllr Brand and seconded by Cllr Gait that Fosseway Tree Services quote should be accepted. Clerk to notify the contractors.

VW

12 Update on General Data Protection Regulations

The Clerk to liaise with Cllr Gait.

VW

13 External meetings to attend and reports on meetings attended

Emergency Plan Exercise – 15/12/18 at the Village Hall 10am until 12 noon.
SALC AGM – 18/12/18 @ 6pm. Clerk and Cllr Gait to attend
Parish forum - 17/01/19 Cllr Gait to attend

ALL
VW/PG
PG

14 Councillor Reports/Updates

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

14.1 Highways including update on

1. Extending the 30mph zone on Brewery Lane – Cllr Crowe to draft letter SCC Highways GC
2. Discuss options for installing a mirror to ease negotiating from Common Lane - Clerk to visit the homeowner to follow up on the letter seeking consent. VW
3. Consider improving speed limit signage – Cllr Crowe to draft letter SCC Highways

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4. Demise of the Speed indicator device scheme – Having agreed to join the SCC Highways SID scheme they have now withdrawn the offer of the service so we are back at square one. It was agreed that the Clerk and Chair should arrange a meeting with Norton St Philip Parish Council to discuss how they have managed to secure the traffic calming methods, like the 20mph limit and the raised platforms. The Clerk to arrange a convenient time for all concerned. VW
- 14.2 Gritting – Cllr Dumbrell had circulated a detailed report on how the reduction of SCC gritting could affect Holcombe residents and what we might do as a Parish to mitigate the loss of this service. After discussion it was agreed that:
1. The Clerk should discover which farmers and snowplough operators are contracted by SCC to clear the parish's roads.
 - o This information is needed for our Emergency Planning, in any case;
 - o We should ask them whether they wish to train as precautionary gritters.
 2. The Parish Council should make its own arrangements to top-up the existing grit-bins through the winter.
 - o The Parish Council should co-operate with Coleford PC and others parishes where possible.
 - o The Parish Council should review Dangerous Areas and decide whether we should install new grit-bins.
 - o "30" roundel stickers be attached to every bin to raise speed limit awareness.
 3. Councillors to consider whether further bins are required along the Stratton-Holcombe route which will no longer be precautionary-gritted. ALL
- 14.3 Village Hall
Cllr Chorley reported that a letter of thanks was received from the Ladies club for the Parish Council grant, which was used to purchase the new chairs in the village hall. Work to the outside of the hall has been delayed. Asbestos panels under the old heating system are to be safely removed.
- On the 12/01/19 there will be a breakfast morning.
- Cllr Chorley confirmed that the committee are sufficiently funded at present and do not expect a shortfall in covering the proposed work at this stage.
- The next meeting will be held on 22/01/19.
- 14.4 Playing Field
On the 08/06/19 there will be a spring clean morning when odd jobs will be completed and a litter pick completed.
Cllr Stokes is currently seeking further quotes for the installation of the path.
The Clerk will write a letter of thanks and supply chocolates to say thank you to Jo and Steve at the Duke of Cumberland for the mince pies and mulled wine provided free of charge at the Christmas light switch on. VW
- 14.5 Emergency planning: Training session in VH Saturday 15th December 1000-1300h.
- 15 Correspondence**
CPRE Newsletter GC
War Memorial Trust - GC
Clerks & Councils Direct - GC
MCT request for funding – Clerk to write and ask for information on how many Holcombe residents are benefitting from the services provided. VW
Ag
- 16 Reports and items for next meeting**
Litter pick 2019 Ag

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18 Dates for next meetings

Tuesday 8th January 2019 – 7 pm – Gala meeting

Tuesday 8th January 2019 – 7.30 pm - Parish Council meeting

Meeting finished 22.00hrs