

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 2nd April 2019 at 7.00 pm.**

Councillors Present Cllr Graham Crowe - Chairman
Cllr Stephenie Chorley
Cllr Simon Brand
Cllr Terry Dumbrell
Cllr Trisha Jordan
Cllr Sue Robinson

Also, Present: There were no others present

In attendance: Clerk, Vickie Watts taking the minutes 2 members of the public

Gala 2019

Cllr Crowe thanked everyone for the updates provided which had been added to the spreadsheet and circulated to all. There was discussion on how best to proceed with respect to the raffle. It was decided that the gifts already donated would be used for a raffle with tickets only being sold on the day. Additional visible prizes will be purchased from funds to make tickets more inviting to sell.

Cllr Chorley will run a tombola stall on the day. A request for donations will be made to the public in advance of the day but it was agreed that if required there was a budget available to purchase items. SC

Entertainment had been confirmed as follows:

- Crazy for Uke – Free of charge
- Oak & Thorn – Were hugely popular last year. Christine to follow up and seek confirmation. SB
- MSN Academy Band – The Clerk has spoken to the organiser who is very keen for the band to attend. It is hoped that they can confirm attendance this week. A donation of £50 would be payable – Clerk to follow up and establish what time they would want to play if they confirm. VW
- Singer Jacob Yeo – Confirmed and will play for refreshments.
- Ken Unplugged – Has confirmed is available to play for £50 – Clerk to confirm and establish if there are any time restrictions. VW
- Spice Girls – Have asked if they can attend. The Clerk to follow up. VW
- The Clerk had established that a Punch & Judy was able to attend for a half hour session at a cost of £95. It was agreed that this would not be booked. VW

Chuffy the land train has been booked. It was questioned whether there would be a conflict between the land train who is paying to attend, and the driving goats. The general feeling was that there would not be an issue however the Clerk would speak with the land train organiser to establish if further discussion was needed – maybe the goats would be an attraction without being used for driving? VW

Cllr Brand will liaise with Barry Wills to ask if he would like to show an Art exhibition and possibly judge an art competition. SB

The general feeling was that it would be good to have the Tennis facilities as last year. This would need to be manned during the afternoon. Cllr Brand to arrange. SB

It was agreed that an advertising banner would not be purchased this year and that the black boards at the entrance to the village would suffice.

The Party Bench Company have agreed to provide bench seating and tables for 40 people which Simon Eade will deliver to the field on the day.

The Clerk to find someone to do face painting on the day. VW

David Hirst has agreed to act as parking steward on the day.

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1 Public forum.

A resident attended to say that the drains on Charlton Road were cleared by Highways in December. They are however still silted up and need further clearance as SCC Highways advised it was blocked from Endeavor down. Clerk to report and request further action.

VW

2 Apologies for absence

Cllr Russell Stokes, Cllr Phil Gait, District Cllr Townsend, District Cllr Ham and PCSO Michael Storey had sent apologies which were accepted by the Chair.

3 Declarations of Interests and Dispensations

Cllr Robinson declared an interest in Agenda item 6 planning application 2019/0397/HSE - Chez Nous Brewery Lane Holcombe Radstock BA3 5EF, Proposed porch to front elevation and first floor rear extension.

4 Minutes of previous monthly meetings held on 5th March 2019

The draft minutes for the abovementioned meeting had been circulated to all Councillors prior to the meeting. It was proposed by Cllr Chorley and seconded by Cllr Dumbrell that the minutes were an accurate record and so were duly signed by the Chair. The Clerk to upload minutes to the website.

Vote: 6 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:

Truespeed – Cllr Townsend had written to Tony Najdoski regarding the roadworks and lights in Stoke St Michael and Common Lane Holcombe where residents claim they were given no notice, with driveways being blocked etc. The location of cabinets in Common Lane has also caused offence. The talk in Coleford is that if there is so much disturbance they don't want Truespeed there, especially after the publicity that implied disturbance would be minimal with the use of existing ducting or new overhead lines attaching to existing poles. Residents are owed some sort of explanation and therefore Cllr Townsend suggested that he may wish to attend the monthly meetings at Holcombe, Stoke and Coleford to give an opportunity for the residents to ask questions and hear what's been going on. The Clerk has confirmed to Mr Najdoski the dates for the meetings.

Book of Condolence – The Clerk to purchase a book of condolence for approx. £25 from Amazon.

VW

6 Planning Applications

6.1 [2019/0397/HSE - Chez Nous Brewery Lane Holcombe Radstock BA3 5EF. Proposed porch to front elevation and first floor rear extension](#)

Cllr Robinson had declared an interest and did not take part in any discussion or vote.

All Councillors had considered the plans prior to discussion. Cllr Dumbrell said that the modifications proposed were in keeping with what was already in the area, was not overbearing, and the windows which overlooked neighbouring property had obscured glass.

It was proposed by Cllr Dumbrell that the application should be recommended for approval which was seconded by Cllr Chorley.

Vote: 5 For, 0 Against & 1 Abstentions

7 Planning Updates

7.1 2019/0065/HSE – Glasses Farm, Brewery Lane, Holcombe, BA3 5EQ

First Floor extension over existing ground floor, additional 3 windows and rooflight to the west elevation and blocking up of a window on the east elevation.

Approved by MDC with conditions

7.2 2019/0278/TPO – 1 The Chapel, Longleat Road, Holcombe, BA3 5DX

Proposed works to TPO trees T1 Copper Beech – weight reduction on lowest major by up to 15% and remove deadwood. T2 copper beech remove weak infused limbs and remove deadwood.

Refused by MDC

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- 7.3 2019/0221/HSE – Southmead Farm, Charlton Road, Holcombe, BA3 5EX
Proposed Domestic Outbuilding for garaging and garden tool storage.
Approved by MDC with conditions
- 7.4 2018/1966 – Dog Grooming Parlour. There has been a complaint regarding the size of the new building being erected which appears to be larger than the approved plans. After closer inspection Cllr Dumbrell has confirmed that the dimensions were amended at the same time as the boarding kennel application was removed which were approved by MDC. The complainant has been advised that they should seek clarification with MDC Enforcement team if they believe that the build is outside of the planning permission given.
- 7.5 Mendip Local Plan Part II: Sites and Policies - Focussed Consultation on Proposed Changes to Pre-Submission Plan - Notice of Examination Hearings. The consultation takes place from 12/03/19 to the 24/04/19. Councillors did not feel that any points needed to be submitted.

8 Reports

8.1 PCSO Reports

PCSO Mike Storey sent his apologies along with the report for March. Holcombe had received 12 service calls which could range from ASB, road related incidents, burglaries, suspicious sightings and abandoned 999 calls.

Holcombe:

Burglaries – 0
Non – Dwelling Burglaries – 0
Criminal Damage – 0
Theft from a Motor Vehicle – 0
Theft of a motor vehicle - 0
ASB – 0

8.2 District Council Report:

District Cllr Townsend and District Cllr Ham did not attend and did not send reports due to the pre-election purdah period.

8.3 County Council Report

County Cllr Pullin did not attend or submit a report.

9 Finance

9.1 Bank Reconciliation

The Clerk had completed the bank reconciliation which was currently with the internal auditor. This will be completed as part of the year end review.

9.2 Review year end 2018/19 accounts

The Clerk has prepared the year end accounts which are currently with the internal auditor. The Finance working party to meet and consider prior to presenting the Council at the May meeting of the Parish Council.

9.3 Income

The Clerk confirmed that the Playing field committee have paid £2,385.02 which the Parish Council has paid on their behalf during the issues with setting up the new bank account.

9.5 Payments

Vickie Watts – Clerk Salary for March £279.28 & expenses of £25.46	£304.74
Noel House – Installation of 2 bins at Holcombe Inn	£210.00
Mendip District Council – Garden Waste Collection service	£56.90
Donation to Mendip Citizens Advice Bureau	£500.00
Village Hall Hire – Jan to March	£66.00
AED Locator (EU) Ltd – Defibrillator tag monitoring service	£58.80
Julia Evans – Mulch/bark	£32.29

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It was proposed by Cllr Crowe and seconded by Cllr Brand that the cheque should be signed so that the clerk can pass to Julia once the discount has been applied (Quoted £35.48 but discount to be applied). The Clerk to seek quotes for the additional work for consideration at a future meeting.

VW

Cllr Crowe highlighted that the Clerks salary was due to be considered on 01/04/19. Councillors were invited to raise any concerns before the next meeting via email so that this can be an agenda item.

Ag

10 Arrangements for the Annual Meeting of the Parish – 21st May 2019 @ 7.30pm
****POST MEETING NOTE! The annual Parish meeting has now been postponed until the 28th May 2019 starting at 7.30pm****

It was agreed that the Clerk will invite the local groups and clubs to attend and give a report. This is an opportunity to get people together and report what they have been doing during the last year. It was agreed that the Community Project Fund for 2019/20 will be launched on the night. The Clerk will circulate the forms to all Councillors for consideration to ensure that everyone is happy with the content.

VW

SC/SR

Cllr Chorley & Cllr Robinson to arrange light refreshments for the evening, to be reimbursed.

11 Update on the installation /relocation of grit bins

The Clerk confirmed that the agenda title is incorrect and should have related to the installation of the multi-purpose bin on Longleat Road rather than the grit bins which had been completed prior to the last meeting. The Clerk confirmed that Noel House had now installed the final multi-purpose bin at Longleat Road as requested.

12 Consider using the Community Payback for various projects within the village.

The Clerk confirmed that the coordinator for the Community Payback had been in touch to say that as of late June / early July he would be able to offer every other Monday going forward. The Clerk asked if there were any projects which could be offered to the group who charge £30 + VAT per session. It was agreed that Councillors would give this consideration but request the first 2 sessions to sand and treat the wooden benches on the playing field. If other projects come to light then further sessions could be confirmed.

VW

13 Update on Elections 2019

The Clerk confirmed that nomination papers had been delivered to Mendip District Offices on the 28th March. We should hear this week whether we are to have an election.

14 Update on General Data Protection Regulations

This will be carried forward to the May meeting.

Ag

Cllr Crowe requested that only his Holcombe Gmail or Holcombe PC email address be used.

15 External meetings to attend and reports on meetings attended

SALC training for new Councillors if needed.

16 Councillor Reports/Updates

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

16.1 Highways

Cllr Dumbrell said that we need a plan to address the speeding issues within the village. He would like to see a 20mph limit for the village on all 4 roads. It was agreed that Cllr Crowe would raise this as part of the Annual Parish Meeting.

GC

16.2 Village Hall

The AGM took place on the 28/03/19 when it was reported that same people were re-elected. An update was provided on the building work currently taking place on the hall. A new lock is being installed on the outer door, once completed a key will be passed to the Clerk. The porch on the end of the hall is to be removed and replaced with a faux porch.

The next meeting will take place on the 13/08/19.

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16.3 Playing Field

The AGM took place on the 26/03/19 when Cllr Stokes was elected as Chair, Vickie Watts as Treasurer and Amie Hood as secretary. It was confirmed that the charity commission financial reports are now up to date. The Boules Court is in need of refurbishment which will be tackled as part of the clearance weekend will take place on Saturday 6th April.

A contractor has been agreed to install the path around the playing field but Cllr Stokes was waiting to hear from District Cllr Ham whether planning permission would be needed.

The cheque to repay the Parish Council has been written (and cashed by the Clerk). This is to cover all of the payments made by the Parish Council during the time that the Committee were trying to set up the new banking details.

The zip wire has been reinstalled but the Clerk was still concerned as the main issue highlighted in the annual report has not been addressed. It was agreed that the annual report should be emailed to Cllr Dumbrell for comment.

VW

The next meeting will take place on the 24/04/19.

16.4 Cemetery – Request to fund the installation of a path to the Parish Council run Cemetery

The Clerk confirmed that an email had been received from Rev'd Clarissa Cridland which revisited the question of installing a path from the existing front path to the parish council cemetery in order to make it easier for those carrying coffins. She stated that in the wet, it can be decidedly slippery, and really dangerous for bearers. It is a health and safety issue.

It was confirmed that the Church does not have enough money to pay for the work (all their churchyard funds are going on repairing the wall between the churchyard and the cemetery) so it was asked whether the council, as owner of the cemetery, could pay for such a path.

Rev'd Clarissa Cridland said that both planning permission and a faculty would be required. She was happy to obtain the faculty, but asked if the Parish Council would be able to obtain the planning permission?

The favoured quote from 2016 was £850.

VW

It was agreed that the Clerk would ask the favoured contractor to requote. The Clerk will check the minutes from 2016 to establish what was agreed by the Parish Council last time. It was agreed that the Council will pay for the work but will ask Rev'd Clarissa Cridland to sort the planning permission if required and the faculty, however the Council will help with planning costs if required – We don't have the capacity to actually complete the paperwork and Councillors assumed that the faculty paperwork would require the same information as the planning permission if required.

VW

17 Correspondence

17.1 Litter pick 06/04/19 meeting at Village Hall @ 10am. The Clerk has completed the risk assessment and guidance for volunteers. Equipment will be collected by the Clerk on Friday from Idverde.

17.2 Poppy Appeal Organiser – Seeking confirmation as to our requirements for November 2019. It was agreed that The Council would request the same order as last year.

VW

17.3 Hastoe Housing – Confirmation received to say that the 3 bedroom house which was available has been re let to someone already living in a 2 bedroom house on Longleat Road, which is now available for let. This has been promoted via Facebook.

17.4 Seafarers UK – Request to fly the Red Ensign for Merchant Navy Day on 3rd September. It was agreed that as the village does not have a flag pole that Cllr Brand would investigate the cost of installing one. Agenda item for next month.

Ag

18 Reports and items for next meeting

Installation of Flag poles for the village.

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19 Dates for next meetings

Tuesday 7th May 2019 – 7pm APC & monthly Parish Council meeting - NO GALA meeting.

Meeting finished 21.50 hrs