

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

In line with government guidance, recommended social distancing and self-isolation rules for those who are vulnerable during the Covid-19 pandemic, it was agreed that the May meeting would be conducted as a virtual meeting. This was achieved using "Zoom" software.

**Minutes from Holcombe Parish Council Virtual Meeting, which took place on
Tuesday 5th May 2020 at 7.30 pm.**

Councillors Present Cllr Graham Crowe (Chair)
 Cllr Phil Gait
 Cllr Simon Brand
 Cllr Steph Chorley
 Cllr Terry Dumbrell
 Cllr Anne Golledge
 Cllr Peter Jennings

In attendance: The Clerk, Vickie Watts taking the minutes and no members of the public

Public forum

There were no points raised.

1 Apologies for absence

Cllr Mitchell, District Cllr Townsend and District Cllr Ham had given their apologies which were accepted by the Chairman.

Post meeting note: Cllr Robinson had been unable to connect to the meeting due to technical issues.

2 Declarations of Interests and Dispensations

There were none.

3 Minutes of previous monthly meeting held on 7th April 2020

The minutes have been circulated to all Councillors prior to the meeting. It was proposed by Cllr Brand and seconded by Cllr Dumbrell that the minutes accurately reflected the meeting and voted unanimously in favour of the Chairman signing them at the earliest opportunity. The Clerk to upload to the website.

7 For, 0 Against, 0 Abstentions

4 Action points from last meeting and matters arising.

All actions from the last meeting had been completed or will be mentioned during this meeting apart from:

- Highways - The Clerk would invite residents to report accidents in writing to evidence the issues within the village which will support future action to reduce speed and improve road safety. To be carried forward until lockdown has been eased. VW
- Risk Assessment for a Flag Pole – Cllr Crowe will complete the risk assessment and method statement. GC
- It was agreed that Cllr Golledge would ask her husband to remove the kissing gate and store it at their garage. The Parish Council will then monitor for 3 months to establish if there are any issues experienced with the gate removed. It was agreed that the Clerk would reply to the resident explaining what would now take place – the arch will be left and the gate would be kept during the period of monitoring. The Clerk would ask the residents to keep a written record of any disruption during the period of monitoring. VW
- The Clerk had put up posters around the village promoting how VE Day 75 could be marked whilst maintaining social distancing. This will be promoted on Facebook. The Clerk had collected a wreath and after discussion it was agreed that Cllr Brand would lay the wreath at the War Memorial on Friday the 8th May. SB

6 Reports

6.1 PCSO – No report was received.

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6.2 District Council report – Cllr Townsend emailed to report that he and District Cllr Ham hoped the Council was receiving all the Briefs from Mendip District Council. MDC is extremely busy with administering all the Government backed funding available. Public meetings such as Scrutiny, Planning Board, Audit Committee have been held via Teams. Not totally satisfactory but business is proceeding. In the next two weeks we have Cabinet and Annual Full Council. It is hoped that Recycling Centres will re-open soon.

6.3 County Council report – No report was received.

7 Planning Applications

There were none.

8 Planning Updates

There were none.

9 Review Community Project Funds Grants scheme and launch 2020-21

The Clerk had circulated the application form and the criterial and procedure forms. After discussion it was agreed that the scheme should be launched now, but with the deadline for applications being extended by 3 months from 31st July to 31st October. The Clerk to amend the paperwork to show the changes of date and publicise to local groups.

VW

10 Finance

10.1 Income – The precept of £11,865 has been received.

10.2 Review the year end accounts 2019-20 – The Clerk explained that the finance working party had met and reviewed the end of year accounts, which had then been circulated to all Councillors. It was agreed that Gala account should remain separate from the main Parish Council accounts on the basis that it is not Parish Council money. It was proposed by Cllr Dumbrell and seconded by Cllr Gait that the accounts be approved and signed by the Chair at the earliest opportunity.

GC

7 For, 0 Against, 0 Abstentions

The Clerk confirmed that the accounts were currently with the internal auditor for review.

10.3 Bank reconciliation - The bank reconciliation will be checked by a Cllr Golledge at the earliest opportunity.

10.4 Payments:

The Clerk explained that the invoice for the wreath was £18.25. It was proposed by Cllr Jennings and seconded by Cllr Chorley that all payments would be made but that the payment to the Royal British Legion should be rounded up to £25.

Vickie Watts – Clerk Salary	£391.84	& Expenses	£29.41	£421.25
Geeking It Simple – Attempted repair & reinstall	(£90)	plus monthly payment	(£47.78)	£137.78
		CPRE Annual subscription		£36.00
		E-On Lychgate Electricity supply		£63.74
		Royal British Legion – Wreath for VE Day	75	£25.00
		Coleford Parish Council – 1/3 of Zoom subscription		£39.66

7 For, 0 Against, 1 Abstentions

11 Councillor Reports / Updates

11.1 Village Hall – Cllr Chorley explained that the Village Hall Committee Chairman, Steve Blount, had intended to stand down at the Village Hall AGM on 24th March but as the committee has not met due to the Coronavirus, he remains in charge.

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- 11.2 Playing Field – There has been no meeting due to the lockdown. The Clerk will speak with Russell Stokes to establish if the contractor is working and when the path around the playing field might be installed. The Parish Council is still supportive of Playing Field Committee plans for a path which will run the perimeter of the playing field which will offer a safe route from the main cross roads up to the village hall and therefore will be helping to fund the project.

VW

12 Correspondence

There was none.

13 Next meetings

Tuesday 2nd June 2020