

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 June 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 4th August 2020 at 7.30 pm.**

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

In attendance: District Cllr Ham (Part)
 The Clerk, Vickie Watts taking the minutes and no members of the public

1 Public forum

No points were raised.

2 Apologies for absence

Cllr Robert Mitchell, District Cllr Alan Townsend and County Cllr Mike Pullin 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 7th July 2020

The minutes have been circulated to all Councillors prior to the meeting. Cllr Gait suggested that 'seconded by Cllr Gait' be inserted into the last paragraph of minute reference 6.2. This was added by hand and will be initialled by the Chair at the time of signing the minutes. It was proposed by Cllr Golledge and seconded by Cllr Chorley that the minutes then accurately reflected the meeting.

8 For, 0 Against, 0 Abstentions

The Chairman to sign and the Clerk to upload to the website at the earliest opportunity.

GC/VW

5 Action points from last meeting and matters arising.

All actions from the last meeting had been completed or will be mentioned later in the minutes apart from the following points actioned by District Cllr Townsend who had emailed to update:

1. Planning Application 2020/0242 – Duke of Cumberland. The Planning Officer's responses were:
 - Site Notice – It is only mandatory under certain statutory circumstances, e.g. Listed Building. Under COVID none were being posted. District Cllr Townsend has asked them to review this policy.
 - Design and Access Statement – this has already been requested from the applicant
 - Neighbour Consultation – The response was that the system showed a total of 18 were sent out. District Cllr Townsend queried this as the public system only shows Total Consultees as 7 without identifying any neighbours.
 - Shepton Mallet address – MDC recognises the issue and has passed it to the Technical Team for action.
2. Parish Liaison Person – District Cllr Townsend asked for the Job Description as requested. The response from the Group Manager was that they are finalising the role to ensure it fully reflects what we are trying to achieve. This will be progressed when she returns from leave.

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6 Reports

6.1 **PCSO** – No report had been received.

6.2 **Mendip District Council report**

District Cllr Townsend and Ham provided the following joint report:

FULL COUNCIL 20-7-20

The Leader Ros Wyke gave a report on their first year in power, covering:

- Mendip is changing to become fairer, greener, more open and more transparent
- All but one rough sleeper has been found accommodation
- Over £30m in grants to local businesses has been given from central government funds
- They are committed to Saxonvale
- The reopening of Shepton Mallet train station
- Acting 'at pace' to create social housing

The Conservative Leader Tom Killen questioned:

- Why no meeting of the Phoenix Board since December 2019 to address commercial investment opportunities to secure the vital income stream for the Council?
- There is no evidence of a Recovery Plan or an Economic Strategy
- There is concern that the Saxonvale planning application is still not decided some 18 months after submission
- There appears to be no Car Parking or Gypsy and Traveller strategy

Shane Collins the Green Leader stressed that COVID 19 had reinforced the need to source food locally

The new Section 151 (Chief Finance) Officer was announced, Paul Deal. Following the loss of Richard Bates, 2 of the Council's 3 first line officers have left this year.

PLANNING BOARD 22-7-20

Two significant developments were approved:

- Frome, Sandys Lane behind McDonalds – 235 houses plus retail
- Nunney, behind the wagon park at Nunney Catch – 80 houses.

Two important points, firstly they make a major contribution to Mendip's housing target, and secondly both sites were included within the Emerging Local Plan Part 2. This is not the case for the Gladman application in Coleford, for which the planning officer has yet to report, so it is too late for the August Planning Board.

District Cllr Philip Ham added that there were street lights out between number 15 and 16 Scotts Close. He had spoken to both Aster and Mendip District Council but both have said that they are not their responsibility. Further investigation will be required.

The green waste bin at the Holcombe old church has been removed but County Cllr Ham has taken this up with Mendip District Council and is trying to get a replacement delivered.

District Cllr Ham had received several complaints that Wells Leisure Centre has not reopened and the outside has become unkempt and looks untidy.

One Somerset discussions have been taking up a lot of time.

Cllr Gait asked if it was known why Paul Deal, the previous Section 151 officer, had left? No, it was not known but he said that the new officer, Richard Bates was very experienced and was part of Wiltshire Council during their change to a unitary authority and would have learnt valuable lessons during that time.

6.3 **Somerset County Council report**

County Cllr Mike Pullin had spoken to the Clerk prior to the meeting to say that he would not be attending. He said that if the Council required assistance then to get in touch.

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7 Planning applications

There were none.

8 Planning updates

- 8.1 2020/1030/HSE – 1 Holcombe Chapel, Longleat Lane, Holcombe
Installation of roof light on East elevation
Approved by Mendip District Council
- 8.2 2020/0915/HSE – 1 Croft Road, Holcombe
Erection of a 2-storey rear extension and loft conversion forming gable end and roof alterations for full dormer to the rear
Refused by Mendip District Council
- 8.3 2020/0929/TPO – Land at Boundary Close, Holcombe
Works to T1 Ash Tree – Fell. Covered by TPO M1078 G1
Approved with conditions by Mendip District Council

9 Discuss One Somerset Unitary proposals

The One Somerset Business case was considered and approved by Somerset County Council at the recent Full Council meeting. This has now been submitted to the Secretary of State for consideration. If approved it will then enter into a consultation period which will include Parish Councils, the police, fire service etc.

Cllr Gait asked if there was any proof that this will save money? District Cllr Ham said that Wiltshire and Cornwall have already gone over to a Unitary authority system and may well have not saved money but have learnt valuable lessons during the process which could be learnt from. The person who wrote the business case for One Somerset was involved with both Wiltshire and Cornwall.

Cllr Brand suggested that the Council should keep informed and become more engaged as more information becomes available.

Cllr Gait said that the Secretary of State has only been given one option. Options should be considered that involved forming Unitary Authorities from the area covered by SCC, BANES and North Somerset as both BANES and North Somerset were too small to be effective. He was concerned that as a Parish Council we can't comment other than to ensure that if we do get handed responsibilities then ensure that there is funding to support them.

Cllr Gait asked that the Parish Council confirms its support for the 7 recommendations on the role of the Parish Council in the event of Local Government Reorganisation in Somerset which had been prepared by Somerset Association of Local Councils, Somerset branch of the Local Council Clerks with assistance from Frome and Glastonbury Town Councils. Councillors queried receipt of the report so it was re emailed by Cllr Gait during the meeting. It was agreed that this would be an Agenda item for the September meeting.

Ag

10 Finance

- 10.1 Income – The Clerk confirmed that during the year to date a total of £12590.19 had been received Ag
- 10.2 Bank Reconciliation – Cllr Golledge agreed to complete the check on the bank reconciliation prior to the next monthly meeting. VW/AG
Ag
- 10.3 1st Quarter Budget Review – The budget review for the first quarter had been circulated to all Councillors prior to the meeting. There were no questions and Cllr Brand proposed that the budget review should be approved which was seconded by Cllr Gait.

8 For, 0 Against, 0 Abstentions

- 10.4 Parish Council Payments:
The following payments were submitted for payment. Cllr Jennings proposed that they should be authorised which was seconded by Cllr Golledge

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V Watts – Salary & Expenses	£393.50
SLCC Annual affiliation	£40.25
Geeking It Simple – Monthly subscription	£47.78

8 For, 0 Against, 0 Abstentions

11 Village Flag pole

11.1 Approve Risk Assessment

Cllr Crowe had completed the Risk Assessment. After considering the maintenance guidance a weekly inspection needs to be conducted at the same time as the play equipment. A more extensive inspection needs to be completed 6 monthly with a professional inspection annually. The Clerk to ensure this is completed and recorded.

VW

The base plate is still exposed and was listed as a potential risk within the recent annual play area inspection. It was agreed that the Clerk would source a base plate cover to purchase for installation at the earliest convenience.

VW

A sign needs to be erected to request that people do not tamper with the flag pole.

VW

11.2 Discuss request for the flag to be flown all year

Cllr Chorley explained that the Playing field Committee had discussed whether a competition could be held to design a flag for the village which could be flown on days which were not listed in the Government guidance for flying the Union flag.

Cllr Brand said that research needed to be completed to ensure that there was not already a Holcombe Flag from the past or an emblem that should be used. Cllr Crowe also said that the cost of making a bespoke flag would need to be explored.

It was proposed by Cllr Golledge and seconded by Cllr Chorley that the Union flag should be flown at all times unless a different flag was required.

5 For, 3 Against, 0 Abstentions

12.1 Councillor Reports / Updates

Highways – The Clerk confirmed that she had contacted Sara Davies who emailed to say that she had not forgotten the Parish Councils requests including the dropped kerbs but it took time and she would be in touch soon.

The Clerk asked if the Parish Council wanted to wait for the traffic flow to return to a more normal volume before completing the traffic survey? It was agreed that the survey should be completed once the September school term has started. Clerk to contact Sara Davies to request that the survey be scheduled.

VW

Cllr Dumbrell had identified that planning application 2020/1350/APP for the approval of details reserved by condition 10 (footpath) on planning consent 067642/009 at Mount Carmel was being considered. It was highlighted that the plan (dated 2006) indicates that SCC Highways had prohibited a dropped kerb which was a concern. The Clerk confirmed that she had spoken with County Cllr Mike Pullin who suggested that a letter be written to John Fellingham of Somerset County Council Highways as he is the person who would consider planning requests and respond to the Planning Officer at Mendip District Council. He requested that a copy of the letter be sent to him and Sara Davies of SCC Highways. Clerk to action.

VW

Discuss the responses received regarding the HGV questionnaire

The Clerk had circulated the spreadsheet which showed the responses received in response to the HGV questionnaire which had been sent to 20 local businesses who rely on HGV's in some way. The results were overwhelming against the implementation of any HGV restrictions in Holcombe.

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The Clerk read out a statement from Vince Stowell the Managing Director of Stowell Concrete. He outlined the history of the business and explained how the implementation of HGV restriction on Holcombe Hill would have a detrimental effect on their business and other neighbouring villages.

District Cllr Ham said that this is a problem that all local villages are experiencing. He agreed to look into the planning application to establish how much longer the Penny's lorries will be tipping at Cookswood Quarry. PH

Cllr Brand suggested that we consult with the neighbouring villages on the HGV issues. Ag

It was noted that the Bateman lorries which are delivering to Anchor road in Coleford are now driving into Holcombe using Charlton Lane and exiting via Brewery Lane rather than using Charmborough Lane. It was agreed that Cllr Dumbrell would draft a letter to Batemans to ask why they were not using Charmborough Lane to enter Coleford. District Cllr Ham said that Coleford Parish Council would be interested to hear the reasons that they give as it might go some way to supporting the Councils argument that the highways are not able to sustain a further 70 houses. TWD

- 12.2 Playing Field – Cllr Chorley confirmed that there was still no news on the starting date for the work on the playing field path. Funds were desperately needed. Requests had been received from several fitness instructors who are keen to use the field for classes and a Scarecrow trail is planned for later in the year which will hopefully raise some funds.

There are concerns that the water system in the barn must be checked and cleaned to remove the risk of legionella infection. Coleford Parish Council had received a quote of £750 – Cllr Dumbrell offered to assist as has experience in this area. SC/TWD

- 12.3 Village Hall – Cllr Golledge confirmed that the Village Hall will be opening on the 1st of September. The Risk Assessment has been completed. The government grant received has enabled the installation of paper towel dispensers and hand sanitizers and for regular cleaning to take place between user. The next Village Hall meeting will take place in the hall on 22nd August.

13 Consider improving the path in Jubilee Gardens

The Clerk confirmed that Somerset highways are inspecting the path. Cllr Robinson said that there were markings on the path so it is hoped that the work will take place soon.

14 Discuss ways of reducing dog fouling throughout the village

The Playing field committee have placed new signs on all entrances to the playing field to ensure that dogs are only using the footpath, kept on a lead and that owners are cleaning up after them. Any further discussion about reducing dog fouling to be discussed at the September meeting. Ag

15 Agree quote for repair of the wooden bench next to the bin at the Lychgate

The Clerk had received 2 quotes to repair the bench which had become rotten located outside the Lychgate entrance at the junction of Brewery Lane and Charlton Road. After discussion it was agreed that the quote received from Darren Powles for £65.00 would be accepted. The Clerk to instruct to ensure the work is completed at the earliest opportunity and thank the other contractor for taking the time to quote. VW

16 Consider ways of marking VJ Day

VJ Day is 15th August 2020. It was agreed that there would be no organised event to mark the occasion. The Clerk will collect the wreath and pass to Cllr Jennings to be laid on the day. VW
PJ

17 Discuss how future meetings will be conducted.

The village hall is opening on the 1st of September but it was agreed that the September meeting will take place using Zoom and at that meeting it would be decided what format the October meeting will take. Ag

19 Correspondence

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- 19.1 Council Clerks direct newsletter
- 19.2 CPRE Newsletter These will be circulated to all Councillors

ALL

20 **Next meetings**
Tuesday 1st September 2020

The meeting concluded at 21.36hrs