

**HOLCOMBE PARISH COUNCIL  
COUNTY OF SOMERSET**

**[www.holcombepc.org.uk](http://www.holcombepc.org.uk)**

**Clerk: Vickie Watts, Gallant Hill Farm, Foxcote, Radstock, BA3 5YB  
[clerk@holcombepc.org.uk](mailto:clerk@holcombepc.org.uk) 07971 516916 / 01479 880428**

**Minutes from Holcombe Parish Council Meeting, which took place on  
Tuesday 9<sup>th</sup> September at Holcombe Village Hall**

*Councillors Present* Cllr Philip Gait (Acting Chairman)  
Cllr Mark Davies  
Cllr Simon Eade  
Cllr Elaine Emery  
Cllr David Roberts

*In attendance:* The Clerk Vickie Watts taking the minutes  
There were no members of the public.

**1. Public forum**

- 1 A resident attended the meeting and raised concern over a tree which was growing in the playing field adjacent to his home. The tree was dropping fruit and leaves onto their car and drive which was making a mess but the main concern was that due to the size of the tree, if it was to fall it would cause damage and endanger the lives of anyone in their home.

The Chair explained that the trees on the field had been subject to a professional tree inspection and was found to be in good health. The next inspection is not due until 2027.

It was agreed that it would be for the property owner to seek an independent assessment by a qualified consultant to review the tree. The Playing Field committee and Parish Council will then give the report consideration. The cost of any assessment will be at their own expense.

- 2 The volunteer gardener came to request that the top soil be supplied for Jubilee Gardens. Available dates were exchanged and it is hoped that this will be supplied soon.
- 3 Thanks were given to Cllr Eade and a local Garden Contractor who had cut back the vegetation around the speed limit signs.

*Action: The Clerk to write a letter of thanks to the Contractor*

**2. Apologies for absence**

Cllr Simon Brand, Cllr Helen Kerr, Cllr Jon Stratford, Somerset Cllrs Edric Hobbs and Tony Robbins all sent apologies which were accepted by the Chair.

**3. Declaration of Interests and dispensations**

There were none.

**4. Co-option of Councillors**

There is still one vacancy which the Clerk will continue to promote.

*Action: Clerk to promote vacancy*

**5. Approve Minutes of previous meeting held on Tuesday 1<sup>st</sup> August 2023**

The Clerk had circulated the minutes prior to the meeting. Cllr Emery proposed that they were an accurate record and should be approved which was seconded by Cllr Eade. The minutes were duly signed.

**Vote: 5 For, 0 Against, 0 Abstention**

*Action: Clerk to upload to the website*

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**6. Action updates from the last meeting**

All actions had been carried out or would be discussed later in the meeting as an agenda item apart from:

- Curtis Ilott had confirmed that the Jubilee Garden Obelisk will be removed to be cleaning and for the new inscription to be added.

**7. Reports**

1. PCSO – PCSO Louise Perry provided a written report which showed that there had been no crimes reported in Holcombe during the last month.
2. Somerset Council report –  
No report had been received.

**8. Consider whether to respond to Somerset Gambling Policy Consultation**

Councillors agreed that that Cllr Gait would read the policy and respond on behalf of the Parish Council if he believed it was required.

*Action: Cllr Gait to respond if required*

**9. Planning Applications**

- 1 2023/1456/HSE – Kingsway House, Longleat Lane, Holcombe  
Proposed conversion of garage with annexe over into a self-contained annexe.  
All Councillors had considered the plans prior to the meeting. Cllr Gait outlined the application and suggested that it should be recommended for approval as there were no material planning reasons to object. It was proposed by Cllr Emery and seconded by Cllr Davies that the application should be recommended for approval

***Vote: 5 For, 0 Against and 0 Abstentions***

*Action: Clerk to notify planning office*

**10. Planning Updates**

There were none.

**11. Finance**

1. Bank Reconciliation  
Cllr Emery to complete the reconciliation at the end of the meeting.
2. Parish Council Payments:  
The following invoices were presented for payment:

Auto Speed Watch – Device	£856.50
Paid 07/08/23 as agreed at the meeting to ensure prompt delivery	
Vickie Watts – Salary & Expenses	£315.44
Vickie Watts – Wix web hosting	£108.00
Vickie Watts – Tilt bracket for ASW	£ 31.60
Somerset Association of Local Councils – Training	£105.00

Information Commissioners Office – Data protection fee £40.00 – Paid by Direct Debit

It was proposed by Cllr Davies and seconded by Cllr Emery that the invoices should be paid.

***Vote: 5 For, 0 Against and Abstentions***

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3. Playing Field Payments:  
No payment was required.

**12. Highways**

1. Update on Auto Speed Watch (ASW)

The Autospeed Watch camera, version 2 has been purchased along with the tilt bracket and the 5 large signs which have already been installed on each road into the village. Cllrs Roberts and Stratford have been researching the best location and have purchased additional bands to allow the device to be installed on a larger pole. This will be progressed over the next month.

*Action: Cllrs Roberts & Stratford to action.*

2. Update on existing issues already reported to Somerset Highways  
There was no update.

3. Report of new issues

The bank on Green Lane has been pushed back possibly as a result of the HGV lorries have to divert from Stoke St Michael.

*Action: Clerk to report to Alan Townsend*

**13. Report on Memorial inspection Summer 2023**

The Clerk had completed the memorial inspection and found them all to be secure and therefore no further action was required.

**14. Consider and approve memorial application.**

The Clerk read out the memorial application received from Curtis Ilott for Mr Barton. The dimensions, material and inscription were agreed.

*Action: Clerk to notify Curtis Ilott of the decision*

**15. Councillor Reports/Updates including Playing Field, Village Hall, and SALC, etc**

1. Village Hall – Cllr Emery attended the meeting on the 22<sup>nd</sup> August 2023. The committee are:
- Looking to install a ‘Village Hall’ sign at the front of the hall and are currently looking for a supplier.
  - Going to repair the step at the front of the hall, outside the fire door with the loose tiles being removed.
  - Planning to paint the inside and are currently seeking quotes.

The next meeting will take place in November.

2. Footpaths – Cllr Emery reported the broken stile on a footpath.
3. SALC – Training dates have been circulated to all. Councillors to notify the Clerk if there is a course that they wish to complete.

**16. Meetings/Training to attend**

Saturday 16/09/23 from 10am to 12noon. Village Clean-up Day.  
Weds 18/10/23 – Shepton LCN – Cllr Gait to attend

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**17. Correspondence**

18/08/23 - An email was received from a resident concerned about a tree on the playing field but as they attended the meeting, this was dealt with under public forum.

**18. Next meetings:**

Parish Council meeting on Tuesday 3<sup>rd</sup> October 2023 @ 7.30pm

Meeting closed at 20.30hrs