

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 / 01479 880428

**Minutes from Holcombe Parish Council Meeting, which took place on
Tuesday 6th July 2021 at 7.30 pm at Holcombe Village Hall.**

Councillors Present Cllr Graham Crowe (Chair)
Cllr Simon Brand
Cllr Simon Eade
Cllr Phil Gait
Cllr Sue Robinson

In attendance: District Cllr Alan Townsend
The Clerk, Vickie Watts taking the minutes and 3 members of the public

1. Public forum

Ms Jawara attended the meeting on-behalf of Mr Simmons to highlight their concerns regarding the issues relating to the planning permission granted for the Duke of Cumberland, which they plan to take to the planning ombudsman. Mr Simmons feels that during the planning consultation period his concerns were totally ignored by Mendip District Council planners, Somerset Highways and Parish Council which has resulted in Mr Simmons experiencing issues throughout the day, every day. Photographs of the inconsiderate parking were provided. She highlighted the following points of concern:

- The Parish Council should apply to make the Duke an asset of community value to protect it from being sold and getting change of use to turn it into residential property should it fail as a business.
- There are now 2 new car parks on either side of the Duke without the benefit of planning.
- Free flow of traffic is no longer possible. Cars park everywhere and anywhere
- HGV drivers are affected by the inconsiderate parking preventing free flow.
- Skip lorries regularly block the entire car park when emptying the skips, which is noisy and can occur up to 6 times a day.
- The parking bays aren't wide enough so loading regularly takes place on the access road blocking access.
- Queues on the road and a dangerous mix of vehicles and people – it's an accident waiting to happen.
- Every keg is stored in the car park meaning the dray blocks the car park to load and unload which breaches planning condition 9 - parking compliance.
- There are no parking bays reserved for the new dwellings. There are one and half bays that were apparently leased from the owner who now parks in it on a daily basis. There are the motorbike bays which is a clear breach of planning

Cllr Crowe thanked Ms Jawara for attending the meeting. He explained that the Parish Council did its best to consider all elements during the consideration and decision making. He said that he hoped the overflow car parks would alleviate the inconsiderate parking but the Parish Council will continue to work with Somerset Highways regarding the issues. County Cllr Mike Pullin has attended the site and District Cllr Townsend has met with a Somerset Highways representative to discuss the issues in the area. A further meeting with Somerset Highways is being arranged.

The Parish Council will consider making the Duke an asset of community value.

Action: Clerk to investigate making the Duke an asset of community value. Continue to liaise with relevant parties to help resolve the inconsiderate parking.

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 / 01479 880428

2. Resignation / Co-option of Councillors

Cllr Peter Jennings had submitted his letter of resignation which was accepted by the Chairman. A letter of thanks will be sent to Peter and Mendip District Council notified.

Frances Dawe-Lane attended, introduced herself and explained why she wanted to join the council. Councillors had the opportunity to ask questions before Frances then left the room at 19.52hrs for Councillor's discussion. All agreed that Frances would be an asset to the Council with her skills and previous work experience. It was proposed by Cllr Gait and seconded by Cllr Brand that Frances should be co-opted on to the Council.

Vote: 5 For; 0 Against & 0 Abstentions

Frances returned and the Chair welcomed her to the Council. The Clerk will liaise with Cllr Dawe-Lane to ensure that the relevant paperwork is completed.

Action: Clerk to write a letter of thanks to Peter Jennings and sure all paperwork is completed by Cllr Dawe-Lane. Notify MDC of resignation and new appointments. Update website and notice boards. Set up new emails

3. Apologies for absence

Cllr Golledge gave her apologies as she was attending a meeting on behalf of the Council to discuss the 184 bus service. District Cllr Ham sent apologies which were accepted by the Chair.

4. Declaration of interests and dispensations

There were none.

5. Approve Minutes of previous meeting held on Tuesday 1st June 2021

The abovementioned minutes had been circulated to all Councillors prior to the meeting. It was proposed by Cllr Gait and seconded by Cllr Brand that they accurately reflected the meeting and should therefore be signed by the Chair.

Vote: 5 For, 0 Against & 0 Abstentions

Action: Clerk to upload to the website

6. Action points from last meeting and matters arising

All matters arising had been completed or would be discussed as an agenda item during the meeting.

7. Planning Applications

7.1 [2021/1203/FUL - Erection of wooden barn for agricultural use](#)
[Ham Mill, Ham Hill, Holcombe, Radstock](#)

Councillors had considered the plans prior to the meeting. Cllr Brand summarised that the proposed barn was 10m long, 3.5m high and 6m deep and would be used as a lambing shed as well as a storage area for hay, bee keeping equipment and plant which is currently stored outside. The site is located on an area not currently utilised with scrubby land and poor soil. No permanent access is required. 2 neighbours are in support of the application and there are no objections lodged with the planning office.

The Applicant attended the meeting and explained that there is currently no other barns or storage on his agricultural land.

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 / 01479 880428

It was proposed by Cllr Brand and seconded by Cllr Eade that the application be approved as the barn is required to support the applicants agricultural land and animals and doesn't breach material planning considerations. There are also 2 neighbours in support of the application and no objections lodged with the planning office.

Vote: 5 For, 0 Against & 0 Abstentions

7.2 2021/1327/HSE - Proposed minimal raising of roof and incorporation of rear dormer to convert loft. Hillcrest, Holcombe Hill, Holcombe, Radstock

Councillors had considered the plans prior to the meeting. Cllr Brand summarised the application and noted that although the extension will result in a higher roofline and large dormer window to the rear, the impact is minimal and does not breach material planning considerations. There are plenty of other examples within the village where this type of extension has been carried out. The planning website shows no objections or letters of support. Cllr Brand recommended that the application be approved which was seconded by Cllr Gait on the basis that the impact of the proposed changes will be minimal and it will be in keeping with other houses within the village. It does not breach the Holcombe Village Design statement.

Vote: 5 For, 0 Against & 0 Abstentions

Action: Clerk to notify the planning office

8. Planning Updates

There were none.

9. Consider request from Holcombe Hive to use the Playing field Car Park on Saturday the 18th September between 4pm and midnight.

The Parish Clerk had received a request from the Holcombe Hive to extend the hours of use of the playing field car park to allow volunteers and performers to park during the music festival on the 18th September. A Parishioner who lives near to the car park attended the meeting and said that they had not been consulted on the music event taking place. He explained that he and another resident were against the planning conditions being breached to allow the hours of use to be extended for use during the event. He was worried that without adequate event parking it could lead to extensive on road parking, causing congestion and other issues throughout the village during the event.

Councillors raised concerns over the event being held on the field without proper consideration of the disruption it could cause to residents. It was not known whether the temporary events notice (TEN) had been obtained from Mendip District Councils licensing department.

It was agreed that the Clerk should notify the Holcombe Hive and the Playing Field committee that the Parish Council is concerned that the Parishioners have not been consulted and that a meeting should be called within the next 14 days to discuss the event.

District Cllr Townsend will make enquiries with Mendip District Council's licensing department about the process of obtaining the TEN.

Action: Clerk to arrange Zoom meeting with representatives from the Parish Council, Holcombe Hive and the Playing Field within the next 14 days.

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 / 01479 880428

10. Parish Allotments – Inc amount of Interest from Parishioners & Parish Councils responsibilities

The Clerk confirmed that she had received emails from a total of 6 members of the Parish who would be interested in taking on an allotment if there were to be some in the village. The Clerk would speak with Leigh on Mendip Parish Council (LOMPC) who have recently created new allotments to seek advice as well as investigate land options within the village. A parishioner confirmed that he would be happy to help with the process as required.

Action: Clerk to speak with LOMPC to establish process and investigate land options. Agenda item for August.

11. Reports

11.1 PCSO - No report had been received

11.2 District Council - District Cllr Townsend attended the meeting and gave the following update:

CABINET - The recent meeting scheduled for the previous night was cancelled at an hours notice due to “technical issues”. This was disappointing as District Cllr Townsend said that they were hoping for a response to the question as to what measures the Council are taking to correct and to seek redress for the Unitary Poll One Somerset leaflet pointing voters to a spoof website described by the Secretary of State as offensive and sexist. The Poll indicated that voters preferred the Stronger Somerset proposal for separate East and West Somerset unitaries. The Leader hailed this as meaning 2 out of 3 people in Somerset supported Stronger Somerset. However, with a turnout of some 24% this means only about 1 in 6 on the Electoral Register supported it.

Climate Change – a paper was presented at the 7-6-21 Cabinet to show progress towards the Council’s target of Carbon Neutral by 2030. This indicated that in reality a reduction of some 30% was achievable by Mendip. Even to achieve this would require

31 x 2.5 MW wind turbines. These are 450ft high and as the Mendips are the windiest location, they could be spaced every half mile from the Mendip Golf Course to Norton St Philip.

PLANNING - There are currently 7 staff vacancies in this area, including Planning, Conservation and Enforcement. Recruitment is in hand and contract staff are being employed.

Local Plan Part 2 – The Inspector’s final report was due at the end of May; it is now scheduled for the end of July. It is not thought that this is anything sinister, most likely caused by the Inspector being temporarily redeployed. Adoption by the end of September is still planned. This will have direct relevance to the Gladman appeal in Coleford which starts on 18th August.

Coleford Parish Council has submitted an application to make the Coleford Royal British Legion building as an Asset of Community Value. The meeting will take place Thursday the 8th July.

11.3 County Council - County Cllr Pullin did not attend or provide a report.

12. Update on the Unitary debate and meeting hosted by Frome Town council

There had not been any further meetings since the last Parish Council meeting.

13. Finance

13.1 Bank Reconciliation – This was reviewed by Cllr Golledge and found to be in order.

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 / 01479 880428

- 13.2 Consider and approve the 1st Quarter Budget Review – The Clerk had circulated the spreadsheet showing payments totalling £16,979.98 and receipts of £11,865.46 as at the end of the 1st quarter. During this period £11,225 was paid out for the playing field path which had been allocated to come from the reserves. The available balance at the end of the quarter after uncleared cheques are paid stands at £31,680.

Cllr Brand asked for clarification on:

Is this the annual electricity bill or the first quarter only? If the latter, why didn't we allocate more funds to this during the budget process? The Clerk confirmed it is an annual payment and a note has been added to clarify this.

Is the PF contributing towards these costs? If not, why not as they are gaining revenue from the HIVE events? The Clerk confirmed that although the Playing Field Committee had received funds from the Hive at the start of the year the Hive had since decided that money raised would be allocated to village groups of their choice. It had been previously agreed that if the Playing Field committee had a successful fund raising year, then the amount awarded by the Parish Council at the start of the new year could be reduced accordingly. It was agreed that the Clerk would make the Playing Field Committee aware that they should repay the £2,300 recently paid for the tree work on the field.

Action: Clerk to notify the Playing Field Committee of the need to repay £2,300 for the Tree work. Playing Field Accounts to be reviewed as an agenda item for August

Was this expenditure unexpected? No doubt it is necessary but rather makes our budget seem inadequate. The Clerk confirmed that in the previous year £200 had been allocated for Jubilee Gardens but despite a shrub being removed during that period, the invoice was not received for payment until the current financial year, hence why the current financial year shows an overspend.

Does this amount take into account the £1k from Wainwrights? The Clerk confirmed that the amount shown for the Playing field path is the total paid by the Parish Council including the VAT which will be claimed back within the annual VAT claim.

Should the Parish Council be considering allocating more funds towards the Platinum Jubilee next June. Yes, this should be something that we should discuss in the near future as an agenda.

After discussion it was proposed by Cllr Gait and seconded by Cllr Brand that the budget reviewed should be accepted and signed by the Chair

Vote: 5 For, 0 Against & 0 Abstentions

- 13.3 Parish Council Payments:

V Watts – Salary £334.31 and Expenses £21.23	£355.54
--	---------

It was proposed by Cllr Crowe and seconded by Cllr Robinson that the invoice should be paid.

Vote: 5 For, 0 Against & 0 Abstentions

- 13.4 Playing Field Payments:

Alvian Ltd – swing repairs	£324.00
ROSPA - Annual Inspection	£217.20
Jim Kelly – Repair to slide	£ 85.00

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 / 01479 880428

The Playing Field invoices had been agreed by the Playing Field committee for payment so would be signed after the meeting.

14. Discuss ways to raise awareness of the village defibrillator

There had recently been an incident where a resident had tried to access the village defibrillator but there was an issue with the address on the unit not matching what is recorded on the national database. After a short delay, access was obtained but fortunately on this occasion the defibrillator was not required. The defibrillator guardian, Joe Fielder has since resolved the issue but he questioned whether the access code should be made public.

After discussion it was agreed that the access code would not be shared but a notice would be placed in On the Map, on the notice boards and website to make parishioners aware of the defibrillator location including the QR code which takes you to an instructional video on how to use the defibrillator.

Action: Clerk to compile a notice for OTM, Facebook and website.

15. Update of the Community Project Fund 2021/22

The Clerk has advertised the fund on Facebook, OTM and website. There are currently no applications received. Councillors were encouraged to spread the word to any interested parties.

16. Update on Highway matters and report new issues

Cllr Crowe confirmed that he had drafted the letter to Somerset Highways regarding the dropped kerbs but it needed some amendment which will be done in the next few days.

The Clerk reported that Fosse Road in Stoke St Michael will be closed for 4 days commencing on 20th July 2021 to allow for Bristol Water to add a new supply.

17. Councillor Reports/Updates including Playing Field, Village Hall, SALC

SALC - Training dates have been circulated by email and Councillors to notify the Clerk if they wish to attend.

18. Review and adopt the following policies:

The Clerk had circulated the following policies for consideration prior to the meeting:

- 18.1 Financial regulations
- 18.2 Code of conduct
- 18.3 Standing orders
- 18.4 Flag Policy

Cllr Gait had suggested some minor changes to the financial regulations, which the Clerk had not yet updated. It was proposed by Cllr Gait and seconded by Cllr Brand that the Code of Conduct, Standing Orders and Flag Policy should be approved with the Financial regulations will be revisited at the August meeting.

Vote: 5 For, 0 Against & 0 Abstentions

Actions: Financial regulations to be an Agenda item for August

18 Meetings to attend

There were none.

**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 / 01479 880428**

19. Correspondence

Information received outlining the Queens Platinum Jubilee Beacons scheduled for 2nd June 2022 and other events to mark the occasion.

Action: Agenda item for the August meeting.

20. Next meetings:

Parish Council meeting – Tuesday 3rd August 2021

Meeting finished 21.30hrs