

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 01749 880428 / 07971 516916

Approve Minutes for the meeting held on Tuesday 6th August 2024

The Clerk had circulated the minutes for Councillors consideration. It was proposed by Cllr Emery and seconded by Cllr Brand that they accurately reflected the meeting and should therefore be approved and signed by the Chair.

Vote: 4 For, 0 Against, 4 Abstentions (Councillors had not attended the meeting)

5. Action updates from last meeting

All actions had been completed or would be covered later in the agenda apart from:

- Clerk to purchase the AutoSpeedWatch sign for Brewery Lane.
Action: Clerk to purchase

- Somerset Grass Cutting contract – Somerset Council have informed the Parish Council that their grass cutting contract ends 1st June 2025. They are currently investigating how this might be carried out thereafter and how it might fit with the devolution agenda. They are open to discussions with Parish Councils on ground maintenance either as a full asset transfer or on a maintenance agreement. They have confirmed the total square meterage for each parish along with the maps showing the locations and invite any conversations around the subject.

Action: After discussion it was agreed that the Clerk would obtain quotes for both the additional grass cutting and verge cutting for further discussion at the October meeting.

6. Reports

6.1 PCSO – The Clerk had circulated the PCSO report for the last month. The monthly ‘Meet the PCSO’ sessions are being run monthly at the Holcombe Farm Shop from 10am til 11am on 27th October, 24th November and 22nd December

6.2 Somerset Council – No report had been received.

Action: Clerk to request Somerset report

7. Planning Applications

There was none

8. Report on Planning Updates

There were none.

9. Finance

9.1 Agree Bank Reconciliation – Cllr Emery checked the bank reconciliation and found it 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 01749 880428 / 07971 516916

- 9.2 Consider quotes for pruning fruit trees – It was agreed that Cllr Eade and Cllr Govier would seek advice to establish if the fruit trees required pruning and if so, provide quotes.

Action: Cllr Eade and Cllr Govier to progress. Agenda item for October meeting

- 9.3 Parish Council Payments:

The following invoices were presented for payment:

Vickie Watts – Salary & Expenses	£321.85
Somerset Association of Local Councils & NALC	
Annual Affiliation fee	£291.85
Somerset Association of Local Councils	
Training	£ 50.00
Somerset Playing Field Association – Annual fee	£ 15.00

Paid by Clerk and already reimbursed:

AutoSpeedWatch – 12 months data	£179.00
---------------------------------	---------

It was proposed by Cllr Davies and seconded by Cllr Emery that the above payments should be approved. Cheques were signed by Cllr Brand and Cllr Kerr

- 9.4 Playing Field Payments:

The following invoice was presented for payment having been authorised by the Playing field committee:

Bigwoodplay.com – zip wire annual maintenance	£120.00
---	---------

Cheques were signed by Cllr Brand and Cllr Kerr

10. Highways

- 10.1 Update on Auto Speed Watch (ASW) – Cllr Roberts and Cllr Stratford advised that there were still some issues with the data being produced by the system and as a result, Tim from ASW will visit during September to assist with adjustments to improve the data gained.

It was agreed that the monthly reports would be shared with Cllr Brand who would collate a quarterly report for inclusion in the Parish magazine to highlight to the residents the extent of the problem.

Action: Cllr Brand to compile quarterly report

- 10.2 Update on existing issues already reported to Somerset Highways – The Parish Council had been copied into an email from Somerset Highways which stated that the road which leads to Barlake Road bridlepath, outside of the Farmshop, may be resurfaced and hatched to highlight that it is not a parking area.

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 01749 880428 / 07971 516916

10.3 Report of new issues

- The gully opposite Tibbetts yard is blocked causing flooding across the road.
- The Fingerpost at the junction of Bector Lane is hidden due to an overgrown hedge.
- The Holcombe village name plate on Stratton Road has been removed.

Action: Clerk to report to Somerset Highways

11. Update on the Community Project Fund 2024

The Clerk confirmed that 6 applications had been received which would be shared with the working party for initial review ahead of the full council's decision at the October meeting.

Action: Clerk to share applications with Cllr Brand and Cllr Kerr.
Agenda item for October

12. Agree design and wording on the obelisk for Jubilee Gardens

Cllr Brand met with Mr Curtis Ilott to discuss the obelisk for Jubilee Gardens. He explained that the original obelisk would not be suitable for the additional inscriptions and proposed a new obelisk made of Cornish granite with 4 sides which would be the same size as the original and fit onto the existing plinth. This would accommodate the following inscriptions on each side:

E II R, Golden Jubilee, 2002
E II R, Diamond Jubilee, 2012
E II R, Platinum Jubilee, 2022
C II R, Coronation, 2023

A diagram of the proposal had been shared with all Councillors. Cllr Brand confirmed that Mr Ilott was still offering to provide the obelisk at no cost to the Parish Council. All agreed that the design was appropriate and the offer should be accepted.

Action: Cllr Brand to contact Mr Ilott and accept his offer.

13. Agree working party to discuss and agree recruitment process for new Clerk

The Chair confirmed that the Clerk's letter of resignation had been received with the period of notice ending 2nd October 2024. It was agreed that Cllr Brand, Cllr Davies, Cllr Kerr and Cllr Gait would form a working party to agree and progress the recruitment process.

Action: Meeting to be arranged

14. Councillor Reports/Updates including Highways, Playing Field, Village Hall, SALC, etc

- 14.1 Playing Field – A treasure hunt will be taking place in the village on Sunday 8th September starting and finishing on the field. Douggie Doughs Pizza, ice cream and a license bar will be open throughout the afternoon with proceeds going to the Playing Field.

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 01749 880428 / 07971 516916

14.2 Somerset Association of Local Councils have a new booking system which the clerk had shared. All bookings should still be made through the Clerk.

15. Meetings/Training to attend

There were none.

16. Correspondence

16.1 Somerset Council Enhanced Maintenance Pilot – No action required

16.2 Complaint received regarding a tree on the playing field – Clerk to request Hillside Tree Services conduct an inspection of the tree in question to assess its health and make recommendations on how to mitigate the fall of debris. Subsequently, the Clerk is to discuss the findings with the insurance provider of the playing field

Action: Council to consider the Tree survey and advice at the next meeting

16.3 Better buses – A letter had been received from Better Buses for Somerset along with a proposed timetable. The group were asking the Parish Council to:

- Look over the attached proposed timetables for your area, and let us know whether they would satisfy the needs of passengers such as yourselves, and so, if necessary, they can be adapted if there is anything obvious that has been missed and would be possible to also include.

- Let us know whether you would be willing to join and participate in the new East Mendip Bus Users Group.

The Clerk has posted the information on the website and Facebook pages for feedback which has so far been positive, which will be fed back to Better Buses.

Action: Seek volunteer for East Mendip Bus Users Group and feedback any comments received to Better Buses

16.4 A letter had been received from our website provider, highlighting that the Parish website may need some adjustments to keep it compliant with current accessibility rules – the work would be minimal and there would be no charge. They also offered the opportunity to change to a gov.uk domain, which is being encouraged by Somerset Association of Local Councils. After discussion it was agreed that research would be done by Cllr Govier to establish if there is good reason to make the change.

Action: Cllr Govier to research reasons to change to .gov.uk domain. Clerk to ask the website provider to complete any upgrades to ensure website compliance.

**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 01749 880428 / 07971 516916**

17. Next meetings:

1st October 2024

Parish Council meeting

The meeting finished at 20.45 hrs