

**HOLCOMBE PARISH COUNCIL
IN THE COUNTY OF SOMERSET**

www.holcombepc.org.uk

**Clerk: Debbie Widdows, 19A Union Street, Wells, Somerset, BA5 2PU
clerk@holcombepc.org.uk 01749 880428 / 07872 857885**

**Minutes of Holcombe Parish Council Meeting
Tuesday 4th February 2025 at Holcombe Village Hall**

Councillors Present Cllr Brand (Chair)
Cllr Davies
Cllr Eade
Cllr Emery
Cllr Gait
Cllr Kerr
Cllr Roberts
Cllr Stratford

In attendance: Clerk Debbie Widdows taking the minutes.

1. Public Forum.

There were no points raised.

2. Apologies for absence

Cllr Govier sent apologies which were accepted by the Chair.

3. Declaration of interests and dispensations

There were none.

4. Approve Minutes for the meeting held on Tuesday 7th January 2025

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

Vote: Unanimous

5. Actions/matters arising from the previous meeting

All actions had been completed apart from the following:

) Clerk had been unable to meet with the PCSO as he was on long term sick leave. In addition, Cllr Stratford had been unable to talk with the PCSO regarding the way ahead for the ASW data.

Action: Clerk & JS to meet with PCSO upon his return to work.

) Highways are unable to replace the missing village nameplate on Stratton Road at their expense.

Action: MD to continue to follow up with Highways.

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) The cheque of £500 grant to Citizens Advice had not been sent to date.

Action: Clerk to advise Citizens Advice and send them the cheque.

) The Clerk mentioned that when training was undertaken on her behalf the costs could be split between Holcombe and Cranmore PC. She would advise the PC of the training courses by end of April.

Action: Clerk to advise PC of training courses in April.

6. Reports

6.1 PCSO – No report received to date.

6.2 Somerset Council – Nil report received from Cllr Tony Robbins. Clerk advised the meeting that she would forward his report idc.

7. Planning Applications

2025/0038/HSE – Raising current roof, incorporation of rear dormer to convert loft and replacement of existing glass roofs over lounge/utility with solid roofs.

All Parish Councillors had considered the plans prior to the meeting. Cllr Brand briefed that this application had been approved by the PC on 16 July 2021 and that the latest application remained unchanged from the original.

Cllr Brand recommended that the application be approved which was seconded by Cllr Stratford.

Vote: Unanimous

Action: Clerk to notify the planning officer.

8. Report on Planning Updates

T2 - Horse Chestnut - Reduce lower canopy by up to 4m, crown thin upper canopy by 15% T3 - Sycamore - Reduce 2 x lower limbs by up to 4m T4 - Sycamore - Crown thin of 15%

All Parish Councillors had been duly notified of this pruning of trees at Oasis.

9. Finance

9.1 Agree Bank Reconciliation – The back reconciliation was not reconciled due to the clerk still undergoing training and two bank reconciliations for February and March would be considered at the next meeting in March.

9.2 Parish Council Payments

9.2.1 Vickie Watts final salary payment £64.62

9.2.2 Debbie Widdows – Salary £436.39

9.2.3 Mark Cassidy (Tree pruning at playing field) £150

The payments were proposed by Cllr Gait and seconded by Cllr Davies. It was noted that the

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village hall payment shown on the agenda would be paid quarterly and therefore was not subject to approval at the meeting.

Vote: Unanimous

Action: Chair to ensure that cheques are signed and distributed.

10. Highways

10.1 Update on Auto Speed Watch

This was discussed under Actions/matters arising from the previous meeting.

10.2 Update on existing issues already reported to Somerset Highways

Nil

10.3 Report of any new issues

Nil

11. Review and approve the grass cutting contract for the playing field, cemetery & verges for the period April 2025 – March 2028.

The Chair stated that of the 3 companies invited to quote for the contract only 2 (LSJ Services Ltd and Hill & Hill Ground Maintenance Ltd) had submitted written quotes for PC consideration. After discussion of the costs and merits of each company, Cllr Brand proposed that Hill & Hill be awarded the contract. This was seconded by Cllr Gait. It was also agreed that Cllr Brand plus at least one other councillor meet with the contractor in advance of April to discuss the requirement of cutting the verges that had been devolved by Somerset Council.

Vote: Unanimous

Action: Chair to inform Hill & Hill Ground Maintenance Ltd and arrange a site meeting.

12. Review the complaint regarding the state of the bins at the Farmshop & Kitchen

The Chair acknowledged two emails received from Mr Giles Simmons dated 16 December 2024 which raised concerns about the state of the bins in the car park outside the Farmshop and Kitchen. Councillors reviewed photographic evidence provided in the emails along with the complaints raised. After deliberation, it was proposed by Cllr Stratford and seconded by Cllr Kerr that no further action was to be taken by the Parish Council as this was a private matter between Mr Simmons and the Farmshop.

Vote: Unanimous

13. Councillor Reports/Updates including highways, playing field, Village Hall, SALC etc.

Cllr Emery stated that the minutes of the meeting from the Village Hall on 28th January would be forwarded to all councillors.

14. Meetings/Training to attend

Various dates – Upcoming training events offered by SALC.

31 March from 6pm – 7:30 pm- “The Council as an Employer” SALC webinar.

3 March - Shepton LCN, Shape Mendip.

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15. Correspondence

- Somerset Council - Bus Service Improvement Plan. Shared with Councillors but deemed not relevant to Holcombe.
- SALC newsletter January 2025 – All Councillors were sent the newsletter for their information.
- Invitation to attend a meeting at Stoke St Michael regarding the creation of an Emergency Plan – Clerk to send apologies (but request output) as this is the same day as the next PC meeting.
- Dog attack at Lipyate – The email was noted by the Clerk but as the property is in Coleford no further action is required.
- Parliament UK – Email from Ron Bailey, assistant to Lord Foster and the Parliamentary Advisor to the charity Electrical Safety First (ESF), titled “Safety of Lithium-ion Batteries Campaign” to ask Parish Councillors to lobby Parliament regarding the safety of Lithium-ion batteries.

This will be considered further and discussed at the next meeting.

Andy Wrintmore Cemetery Headstones – 2 requests from Stonemason:

) Existing Headstone for Treasure family – to add new inscription. Cllr Davies proposed that the new wording be accepted which was seconded by Cllr Stratford subject to further investigation by the Clerk to confirm that it was merely the headstone which was being changed and no new request for an interment.

Vote: Unanimous

) A new Headstone for Button family – Cllr Davies proposed to accept the design and wording of the headstone which was seconded by Cllr Stratford.

Vote: Unanimous

Action: Clerk to inform the stonemason of the decisions and to seek clarification regarding the Treasure family request.

16. Next meetings:

4 March at 7.30pm Parish Council meeting
18 March at 7.30pm Annual Meeting of the Parish

The meeting finished at 20.45 hrs