

**MINUTES OF CROSCOMBE PARISH COUNCIL
FULL COUNCIL MEETING**

**Held at the Church Rooms, Church Street on
Tuesday 20 May 2025, at 7:00 pm**

Present: Cllrs A Hargraves (Chair), A Ford, B Gudzelak, L Tully, P Hodge, C Jackson

Attending: Debbie Widdows (Parish Clerk) Cllr M Lovell (Somerset Councillor); 1 member of the public

1. WELCOME

The Chair welcomed everyone to the meeting.

2. PUBLIC FORUM

Nothing was raised.

3. APOLOGIES FOR ABSENCE; ABSENCES

There were none.

4. DECLARATIONS OF INTEREST

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Localism Act 2011 s33(b-e).

(NB - this does not preclude any later declarations).

5. MINUTES OF PREVIOUS MEETING

- i. Three changes were suggested to the minutes of the Full Council Meeting held on 8th April, 2025, to read as follows:

Item 10 - Working Group Updates

- ii Orchard Group

2. The village market would like to make a donation toward replacing picnic benches, perhaps after the Autumn market.

3. PH testing will still be undertaken before the planting of new.

4. Item 4 deleted.

Item 11 - Updates on Actions

- ii Orchard Group

- e) The OWG report will be circulated to the members of the Parish Council for perusal prior to

inclusion on the Parish Council website in addition to that produced of the Chair of the Parish Council.

These minutes would be approved at the next meeting.

6. PLANNING APPLICATIONS

The Planning applications were noted.

7. FINANCE

- i. To approve (or not) bank account reconciliation to 13 May 25 (Appendix 2).

Resolved. Approved.

- ii. To approve (or not) receipts and payments identified in cashflow from 2 Apr 25 to 13 May 25 (Appendix 3).

Resolved. Approved.

- iii. To confirm Clerk contractual hours for 2024-25 of 6 hours per week, 26 hours on average per calendar month.

Resolved. Approved.

8. CLERK'S REPORT

- i. To note Clerk's Report (Appendix 4)

The report was noted.

9. LOCAL AUTHORITY REPORT

- i. To note report from Cllr Lovell of Somerset Council (Appendix 5)

The report had been sent to Councillors previously and Cllr Lovell gave his report and reported some updates regarding public health, schools and highlighted:

- Planning and the launch of a new Local Validation Checklist for planning applications. All applications will need to use the updated and consolidated checklist.

10. WORKING GROUP UPDATES

- i. Flood Group (Appendix 6)

The report had been sent to Councillors previously and Cllr Paul Hodge highlighted:

- It was still unclear as to whose responsibility improving the capacity of the culvert was as no reply has been received from Cllr Tessa Munt yet or Alistaire Carmichael. The ongoing maintenance and replacement is an estimated cost of £19,000. The grant limit is £20,000 and legal costs need to be considered too which are approximately £1,500.
- The barriers will be owned by Somerset Council.

Action: Clerk to Ask Somerset Council how to find out whose responsibility the culvert is.

ii. Orchard Group (Appendix 7)

a) Progress notes

The Group spoke to the school about the students designing a background for the noticeboard. A trip for the school children was suggested to the Orchard to give them some inspiration and they are waiting for a response from Dinder Estates regarding this.

There is an abandoned trailer in a hedge in the Orchard which may pose a threat to children.

Action: TH to speak to Mr Rabbitts to enquire about the trailer and removing it.

Chris Brown was quite happy with the way the trees are planted in the Orchard.

It was decided that the Orchard Working Group (OWG) that LT take on the lead role as a permanent role and delegate note-taking and/or chairing meetings to another member of the group to lighten the workload.

The disposal of dog poo was discussed as it was being thrown in the wheelie bins.

Action: LT to place a notice on the bin cautioning not to throw dog poo in the bin.

Cllr Louise Tully proposed that a school excursion to the Orchard be planned which was seconded by Cllr Ben Gudzelak.

Vote: Unanimous

Action: LT to inform Clerk about the date.

LT to speak to Mr Rabbitts about consenting to the excursion on his land.

LT to do Risk Assessment.

Clerk to inform Zurich Insurance about insurance for insurance on this day.

Clerk to provide the OWG with a template for their notetaking at their meetings.

iii. Play Area Group

There were two desirable options to spend money left over from fund raising:

- Buy a solar stop watch
- Buy a basket ball hopper

Action: BG to get quotes for the above and suggestions for other proposals. If further money was needed, he will ask the Parish Council to contribute.

11. ANNUAL GOVERNANCE PROPOSAL

To review and approve proposal to improve CPC governance and CPC engagement with its working groups (Appendix 8)

The new draft terms of reference for working groups had been sent previously to Councillors for consideration.

It was suggested to:

- Make a monthly schedule to capture actions and conclusions.
- To receive reports 5 working days before an agenda is published.

Amendments would be discussed at another Parish Council meeting.

12. REQUEST TO PAINT THE CEMETERY SIGN

It was unanimously agreed that the cemetery sign be re-painted in plain black paint.

13. UPDATES ON ACTIONS FROM LAST MEETING

- i. 2025/0591/HSE Land at Thrupe Farm, Thrupe Lane, Masbury, Shepton Mallet, Somerset.

The further information required by the Parish Council had been requested from the Somerset Planning Officer but was still outstanding.

Action: Clerk to follow up with the Planning Officer.

- ii. Tax implications on donated money.

Resolved.

- iii. OWG £50 paid into PC account by a resident. LT was obtaining more information so this deposit could be located.

Action: LT to confirm with OWG how this deposit was made.

- iv. TH to contact Mr Rabbitts to clarify his needs regarding the supply of water.

Resolved.

- v. LT to supply Dinder Estates with a list of the trees in the Orchard.

Resolved

- vi. LT to contact Chris Brown about not mowing in the month of May.

Resolved

- vii. BG to speak to Matt Little about building wooden noticeboards.

Resolved.

14. MATTERS OF REPORT – ITEMS FOR NEXT AGENDA

Date of next meeting – Tuesday, 17th June, 2025 at 7:00pm in the Church Rooms.

Meeting closed at 20:45