

CROSCOMBE PARISH COUNCIL

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Dear **Member of Crocombe Parish Council**

You are hereby summoned to attend an **Ordinary Meeting on Tuesday 16 December 2025 at 7.00pm** in the **Church Rooms, Church Street** to transact the following business.

The right for the public and press to attend a Parish Council Meeting is established under the Openness of Local Government Regulations 2014 as well the right to record, film and broadcast meetings. If anyone wishes to film, photograph, or audio record this public meeting, you must inform the Clerk at least 24 hours in advance to ensure obligations under the Data Protection Act, Human Rights Act, and other legislation are met.

By Order of Linda Roslyn, Parish Clerk & RFO
11 December 2025

AGENDA

130⁽²⁵⁾ **Public Forum Session**

15 minutes will be allowed for questions and comments from members of the public.

Parish Council meetings are open and members of the public and press are welcome to attend. Such entitlement does not include the right to speak except during the Public Forum, where each member of the public is entitled to speak once on issues affecting the Parish. Any questions asked shall not require a response or debate. The Council may wish to consider the matter in more detail at a later date before making a full response. (Please see the Council's Standing Orders for further information – available on the website or on request from the Parish Clerk).

131⁽²⁵⁾ **Apologies and Reasons for Absence.**

132⁽²⁵⁾ **Declarations of any pecuniary or non-pecuniary interests from members regarding matters on the agenda.**

133⁽²⁵⁾ **Minutes for Approval**

To approve and sign the minutes of the Parish Council Meeting (PCM) held on 18 November 2025.

134⁽²⁵⁾ **Finance**

- a) To consider additional expenditure of up to £870.00 for the Solicitors fees to cover costs associated with a land registry application (budget section – EM General Reserves).
- b) To approve expenditure of up to £60.00 related to the Orchard Wassail event (budget section – Orchard B/F).
- c) To approve the December Monthly Accounts and Budget Statement and new invoices to be authorised for online payment.

135⁽²⁵⁾ **Governance – Policies and Procedures**

- a) **IT Policy** - To approve the adoption of the new IT Policy (v1.2).
- b) **Email Policy** - To approve the adoption of the new Email Policy (v1.2).
- c) **Internal Financial Control Statement** - To approve the adoption of the new Internal Financial Control Statement (v1.0).

136⁽²⁵⁾ **Planning/Enforcement**

- a) To consider the response to 1 new planning application – [2025/2164/HSE](#) - 8 Coombe Cottages, BA5 3QU - Single Storey Rear extension.
- b) To consider any action relating to potential breaches of planning at Thrupe and Crocombe Camping West Lane.

137⁽²⁵⁾ **Working Group Updates**

- a) **Crocombe Flood Group (CFG)** - To receive an update from Cllr P Hodge.
- b) **Orchard Working Group (OWG)**
 - i. To receive an update from Cllr L Tully.
 - ii. To approve the proposed date for the Wassail community engagement event as 11 January 2026 and to approve the holding of a fundraising raffle.

c) **Play Area Working Group (PAWG)** - To receive an update from Cllr B Gudzelak.

138⁽²⁵⁾ **Village Hall**

To receive an update from Cllr A Ford.

139⁽²⁵⁾ **Community Car Scheme**

To receive an update from Cllr A Hargraves.

140⁽²⁵⁾ **Somerset Council Report**

To receive an update from Cllr M Lovell of Somerset Council.

141⁽²⁵⁾ **Clerk's Report**

To receive the Clerk's Report.

142⁽²⁵⁾ **Date and Venue of Parish Council Meetings**

To note the date of the next PCM as Tuesday 20 January 2026 in the Church Rooms.

143⁽²⁵⁾ **CONFIDENTIAL - Personnel Matters**

The Council to approve to exclude the Clerk, members of the public and press under provisions of the Local Government Act 1972 Sch.12a, Section 3 to review the Clerk's performance during the probationary period and agree to advise her, in writing, of the Council's decision.