

# CROSCOMBE PARISH COUNCIL

clerk@croscombeparishcouncil.co.uk | www.croscombeparishcouncil.co.uk | 07734 742977

## Minutes of the Parish Council Meeting

held on Tuesday 16 December 2025 at 7.00pm in the Church Rooms

Those present were noted as Cllrs A Hargraves (Chair), O Baker, A Ford, P Hodge and L Tully. Also present were L Roslyn (Parish Clerk), 1 member of the public and Somerset Cllr M Lovell.

### 130<sup>(25)</sup> Public Forum Session

A resident raised the issue of farmers dumping mud and manure in areas around Thrupe Lane that is leaving a lot of mud on the roads that the farmers are required to clean off. The Clerk agreed to report the matter to Somerset Council Highways and Cllr Tully advised that they ask anyone else affected by this to report it as well.

### 131<sup>(25)</sup> Apologies and Reasons for Absence

Apologies were received from Cllr C Jackson (standing) and B Gudzelak (personal).

### 132<sup>(25)</sup> Declarations of any pecuniary or non-pecuniary interests from members regarding matters on the agenda.

No declarations of interest were received from members regarding matters on the agenda.

### 133<sup>(25)</sup> Minutes for Approval

It was resolved to approve the minutes of the Parish Council Meeting (PCM) held on 18 November 2025 and they were duly signed by the Chair.

### 134<sup>(25)</sup> Finance

- a) It was resolved to approve 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) It was resolved to approve expenditure up to £60.00 relating to the Orchard Wassail event (budget section – Orchard B/F).
- c) It was resolved to approve the December Monthly Accounts and Budget Statement and new invoices totalling £879.82 for online payment.

### 135<sup>(25)</sup> Governance – Policies and Procedures

- a) **IT Policy (v1.2)** – The Clerk withdrew this item for a second time but re-iterated to the Council that the model policy is drawn up by NALC who have a team dedicated to supporting local councils and as such it should only need minimal changes.
- b) **Email Policy (v1.2)** - The Clerk withdrew this item for a second time but re-iterated to the Council that the model policy is drawn up by NALC who have a team dedicated to supporting local councils and as such it should only need minimal changes.
- c) **Internal Financial Control Statement (v1.0)** - It was resolved to approve the adoption of the Internal Financial Control Statement.

### 136<sup>(25)</sup> Planning/Enforcement

- a) It was resolved to approve a **no objection** response to planning application – [2025/2164/HSE](#) - 8 Coombe Cottages, BA5 3QU - Single Storey Rear extension.
- b) It was noted that the Clerk had reported a potential breach of planning near Thrupe Lane, and would also report a further potential breach at Croscombe Camping to Somerset Council Planning Enforcement.

137<sup>(25)</sup> **Working Group Updates**

- a) **Croscombe Flood Group (CFG)** - Cllr P Hodge's update report was noted. He advised that a letter drawn up by the Clerk will be sent out to identified riparian owners in January 2026, together with a leaflet detailing their responsibilities.
- b) **Orchard Working Group (OWG)**
  - i) Cllr L Tully's update report was noted and she advised that they would be engaging with Somerset Wildlife to discuss possible projects, including wildflower planting.
  - ii) It was **resolved to approve** the proposed date for the Wassail community engagement event as 11 January 2026 and to the holding of a fundraising raffle.
- c) **Play Area Group (PAWG)** – no update report was received from Cllr B Gudzelak. The Clerk reported that she had included additional earmarked funds in the 2026-2027 budget for play equipment and estimated solicitor costs for the new lease.

138<sup>(25)</sup> **Village Hall**

Cllr A Ford had nothing to report from the recent Village Hall meeting and **agreed** to check whether they are experiencing any anti-social behaviour around the hall.

139<sup>(25)</sup> **Community Car Scheme**

Cllr A Hargraves reported that he had only received 1 response and so it was **agreed** not to progress this any further.

140<sup>(25)</sup> **Somerset Council Report**

It was **noted** that Cllr M Lovell's December report could not be opened due to a format error. He reported that the boundary commission consultation had been extended to March 2026 and that it proposes Croscombe be included within the St Cuthbert (Out) Division – but that this would have no operational effect on the PC. Cllr P Hodge reported that the bus timetables were incorrect – at the bus stops and on First Bus's website and Cllr Lovell **agreed** to look into this. Councillors were very happy with the completion of the 'Somerset Circle' traffic-free path to Thrupe Lane.

141<sup>(25)</sup> **Clerk's Report**

The Clerk gave a verbal report which included a brief update on actions carried out – mainly relating to the Finances and Budget for 2026-2027.

142<sup>(25)</sup> **Date and Venue of Parish Council Meetings**

The date of the next PCM was **noted** as Tuesday 20 January 2026 in the Church Rooms.

*This part of the meeting ended at 20:30*

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143<sup>(25)</sup> **CONFIDENTIAL - Personnel Matters**

It was **resolved to approve** to exclude the Clerk and members of the public under provisions of the Local Government Act 1972 Sch.12a, Section 3 to discuss matters pertaining to the Clerk's employment. It was **resolved to approve** an extension to the probationary period on the Clerk's contract until 3 February 2026 and Cllr L Tully would write to the Clerk advising this.

Approved by the Chair of the meeting ..... Date.....