Combe Hay Parish Council

**https://combehaypc.org.uk**

BATHAVON SOUTH WARD, BATH & NORTH-EAST SOMERSET

**Minutes of the Parish Council Meeting**

**held on Thursday the 13th March 2025 at 7.00pm**

**in Combe Hay Church.**

Councillors present: Malcolm Austwick, Rob Burdett, Crock Harrison, Paul Wontner, Rod Davies, Janet Young, Joan Grieveson.

In attendance: District Councillor Fiona Gourley, two resident and Clerk (Olga Shepherd)

###### MINUTES

**1.1.25 Welcome and Apologies**

No apologies received.

**2.1.25 Interests**

None were declared.

3.1.25 Minutes

Resolved:

1. Minutes of the Parish Council Meeting of 16th January 2025 were approved and signed by the Chairman.

**PUBLIC PARTICIPATION**

4.3.25 Clerks report

* BANES public consultation [Somer Valley Links | Bath and North East Somerset Council](https://www.bathnes.gov.uk/somer-valley-links) is open until 16th March. Residents will be reminded via the Whatsapp to respond.

5.3.25 Councillors report (not covered elsewhere) – no updates.

**6.3.25 Planning Applications**:

a. The Inquiry re 22/02169/EOUT Sulis Down planning application is completed. The outcome is expected shortly.

b. Bath Recycling Centre application 24/01566/FUL was considered at the Planning Committee on the 12th March 2025 was APPROVED.

c. It was NOTED that the parish council was notified about a number of sheds being built recently. It was RESOLVED that the parish council will approach BANES for guidance on whether planning permissions are required and also will communicate with residents for further clarification.

7.3.25 Highways and Rights of Way

a. The installation of two Welcome signs has been completed.

**8.3.25 Environment**

No updates.

**9.3.25 Parish Assets**

To receive update:

1. The updated Parish Assets Maintenance program has been NOTED.
2. It was NOTED that the Oak tree, which is owned by BaNES is awaiting action on pruning.
3. The tree surgeon will be contacted in late May to decide about the pruning of a few branches on the beech trees.

10.3.25 Cemetery

The following was discussed:

1. Preparation for planting the cherry tree has been completed. The family has been informed.
2. Request for allocation of the Burial plot has been received.
3. The installation of the water tap is still outstanding.
4. It was agreed to purchase the book of Grants of Exclusive Rights for Burial to improve the cemetery records.

11.3.25 Community and Communication

1. Welcome Pack No new residents since the last meeting.
2. Spring Litter picking event is to be organized on Saturday 26th April.
3. Ideas for the village summer event were discussed. An outdoor film night idea was suggested. Further details to follow.
4. Ideas for a project (such as forest school, bulb planting for successive blooming, tree planting), to be funded by the Wards Councilor Fund were discussed. Further investigations will be carried out and the Ward Councilor will be contacted for approval.
5. The need to repair of the gate opposite Beachcroft was discussed. The Council will be updated later.

12.3.25 Finance and Administration

a. The bank reconciliation and the allocation of funds as at the end of February 2024 was reviewed and APPROVED.

b. It was APPROVED that £1,035 be allocated as s137 expenditure towards the costs of legal fees.

c. It was NOTED that the parish council insurance cover for the period 10.02.25 to 9.02.26 is with Zurich Municipal.

d. It was AGREED to appoint ALCA organized auditors’ network for the 2024-25 accounts.

e. Clerk confirms that the External audit will be required as the income exceeded £25,000 in this financial year due to donations received for the legal support to oppose the Sulis Down development.

f. The Standing Orders have been APPROVED as fit for purpose.

g. The Risk Assessment and Management Scheme was reviewed and APPROVED.

e. The Asset Register was APPROVED. The total value of the parish council assets is £10,904.

h. The following payments reviewed and APPROVED:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Net | VAT | Total amount |
| Microsoft Office Subs for 2025-26 | £49.99 | £10.00 | £59.99 |
| Zurich Municipal Insurance 2025-2026 |  |  | £264.00 |
| Landmark Chambers INVJN182D | £7,000.00 | £1,400.00 | £8,400.00 |
| Landmark Chambers INVJN241E | £6,500.00 | £1,300.00 | £7,800.00 |
| Grant of Exclusive Right of Burial Book | £128.00 | £25.60 | £153.60 |
| Register of Burials Book |  |  | £32.00 |
| Invoice for installation of Welcome signs |  |  | £356.00 |
| Wood Preserver 5L | £34.62 | £6.93 | £41.55 |
| Travis Perkins invoice for postcrete and gravel | £32.20 | £6.46 | £38.76 |
| IONOs monthly invoice (s/o) | £3.00 | £0.60 | £3.60 |
| Bank service monthly charge |  |  | £6.00 |
| Staff pay |  |  | Available to Council Members |
| Home office allowance |  |  | £24/mnth |

13.3.25 Any other business.

The following was NOTED:

* Bathavon Area Forum held on 24th February. WERN survey to be completed to highlight priority issues in Combe Hay [Rural Voices — WERN](https://www.wern.org.uk/ruralvoices) before 27thMarch 2025.
* The meeting with MP Anna Sabine and Ward Councilor Fiona Gourley held on Saturday 8th March was very successful.
* The Parish Liaison Meeting is to be held on 19th March in the Community Space Room in Keynsham at 6.30pm
* Local Plan Reset - the increased government’s housing targets. A meeting is to be held with the Ward Councillor in May to discuss the effects on the local area. Date to be confirmed.

14.3.25 Next meeting:

Thursday 8th May 2025 – Annual Village Meeting Meeting followed by the Annual Parish Council Meeting. (Chairman will be elected).

Thursday 10th July 2025; Thursday 4th September 2025; Thursday 6th November 2025; Thursday 8th January 2026; Thursday 5th March 2026