

# ENGLISHCOMBE PARISH COUNCIL

Serving Barrow, Englishcombe, Haycombe, Inglesbatch, Kilkenny & Nailwell.

[www.englishcombe-pc.gov.uk](http://www.englishcombe-pc.gov.uk)

Saturday 14<sup>th</sup> June 2025.

Dear Cllr Will Pow, Cllr Robert Law, Cllr Anne Corlett, Cllr Nick Spicer, Cllr Mycroft  
Croisdale-Appleby, Cllr Lee Giles and Cllr Ash Smith.

You are summoned to attend the Meeting of Englishcombe Parish Council on Wednesday 2<sup>nd</sup>  
July 2025 at 7:30pm at The Old Schoolhouse, Englishcombe and the agenda is provided  
below.

Yours sincerely,



**Jack Turner** BA.Hons. Cert.CiLCA.  
Parish Clerk and RFO.

## AGENDA

<b>02-07-2025-01</b>	To receive questions from the members of the public present.  <i>In accordance with Standing Order 4, members of the public are welcome to attend to ask questions in relation to business on the agenda only. Members of the public are only permitted to speak for two minutes, more time may be permitted, by discretion of the Chairman. If the question does not relate to business on this agenda, please contact the Parish Clerk.</i>	<i>To note questions.</i>
<b>02-07-2025-02</b>	To receive any apologies for absence.	<i>To note apologies.</i>
<b>02-07-2025-03</b>	To consider any Declarations of Interest and to approve any dispensations for this meeting.	<i>Vote to approve.</i>
<b>02-07-2025-04</b>	To approve the minutes of the Annual meeting of Englishcombe Parish Council held on Wednesday 7 <sup>th</sup> May 2025 and to note the Clerks report.	<i>Vote to approve accuracy.</i>
<b>02-07-2025-05</b>	To approve the minutes of the meeting of Englishcombe Parish Council held on Thursday 12 <sup>th</sup> June 2025 and to note the Clerks report.	<i>Vote to approve accuracy.</i>
<b>02-07-2025-06</b>	<b>Englishcombe Parish Council Finance:</b>  6.1 To approve the expenditure report for July 2025. 6.2 To note the cashbook for Quarter 1 of the Financial Year. 6.3 To note the bank reconciliation and bank statements for Quarter 1 of the Financial Year. 6.4 To note the Quarterly Budget Monitoring Document.	<i>To note and vote to approve.</i>
<b>02-07-2025-07</b>	To consider any planning applications or consultations received.	<i>Vote on outcome.</i>
<b>02-07-2025-08</b>	To consider any actions for the Parish Council in relation to the 'Village Facility' public consultation and ongoing matters with The Duchy of Cornwall.	<i>Vote on actions.</i>

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<b>02-07-2025-09</b>	<b>Staffing sub-committee of the Parish Council.</b>	<i>Vote to approve.</i>
<b>09.1</b>	To approve the Terms of Reference of the staffing sub-committee.	
<b>09.2</b>	To elect four Councillors to the staffing sub-committee.	
<b>09.3</b>	To elect a Chairman to the staffing sub-committee.	
<b>09.4</b>	To elect a Vice-Chairman to the staffing sub-committee.	
<b>02-07-2025-10</b>	<b>To consider the adoption of the following policies:</b>	<i>Vote to approve.</i>
<b>10.1</b>	Absence Management Policy.	
<b>10.2</b>	Bullying and Harassment Policy.	
<b>10.3</b>	Code of Conduct for Employees.	
<b>10.4</b>	Communication Policy.	
<b>10.5</b>	Home Working Policy.	
<b>10.6</b>	Lone Working and Staff Safeguarding.	
<b>10.7</b>	Staff Appraisal Scheme.	
<b>10.8</b>	Whistleblowing Policy.	
<b>10.9</b>	Vexatious Complaints Policy.	
<b>02-07-2025-11</b>	<b>To consider whether Englishcombe Parish Council would like to increase the number of Councillors on the Parish Council.</b>	<i>Vote to approve action.</i>
<b>02-07-2025-012</b>	<b>To receive updates from members on ongoing Parish matters:</b>	<i>To note all reports.</i>
<b>12.1</b>	Bath and North East Somerset Councillor Report.	
<b>12.2</b>	Parish Council Chairman's Report.	
<b>12.3</b>	Rural Public Transport, Roads and Parish maintenance matters.	
<b>12.4</b>	Parish Council Website and Communications .	
<b>12.5</b>	Installation of Defibrillators and First Aid Courses.	
<b>12.7</b>	Millstream, Orchard and Wheelwrights sub-committee.	
<b>12.8</b>	Somerset Festival of Remembrance 2025 – Save the Date – 1 November 2025.	
<b>12.9</b>	BANES - Parish Councillors Local Plan Briefing Follow Up.	
<b>02-07-2025-13</b>	To note that next Meeting of Englishcombe Parish Council will be held on Wednesday 3 <sup>rd</sup> September 2025 at 7:30pm.	<i>To note.</i>
<b>02-07-2025-14</b>	To resolve that in accordance with the provision of Schedule 12A of the Local Government Act 1972, Section 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations, the public and press be excluded during consideration of the following agenda items.	<i>Vote to approve.</i>
<b>02-07-2025-15</b>	<b>Employment Matters:</b>	<i>Vote to approve.</i>
<b>15.1</b>	To approve the contract of employment for the Parish Clerk and RFO.	
<b>15.2</b>	To approve authority for the salary of the Parish Clerk and RFO to be paid by Standing Order Bank Transfer.	
<b>15.3</b>	To consider the payroll process for the Parish Clerk and RFO.	
<b>15.4</b>	To note the Parish Clerk and RFO's employee declaration of interest form.	