

ENGLISHCOMBE PARISH COUNCIL

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

Minutes of the Meeting of Englishcombe Parish Council held on Wednesday 3rd September 2025 at 19:30 at The Tithe Barn.

Councillors: Cllr Robert Law (Chair), Cllr Anne Corlett, Cllr Mycroft Croisdale-Appleby, Cllr Lee Giles, Cllr Ash Smith and Cllr Nick Spicer.

In attendance: J Turner (Parish Clerk/RFO) and Cllr Matt McCabe (BANES)

Absent: None.

Members of the Public: None

<u>03-09-2025-01</u>	<p><u>To receive questions from the members of the public present.</u></p> <p>Cllr Croisdale-Appleby raised a couple of questions on behalf of a Parishioner, who was unable to attend the meeting.</p> <p>An update was asked for on the ‘Welcome to Englishcombe Sign’ and the Council noted there was no further progress.</p> <p>Concerns were raised around speeding within the Parish and whether any traffic calming measures can be taken. The Council will review this as part of their ongoing work with BANES.</p>																																			
<u>03-09-2025-02</u>	<p><u>To receive any apologies for absence.</u></p> <p>The Parish Council noted apologies from Cllr Will Pow.</p>																																			
<u>03-09-2025-03</u>	<p><u>To consider any Declarations of Interest and to approve any dispensations for this meeting.</u></p> <p>None received from members.</p> <p>The Parish Clerk and RFO declared his interest in item 5.7 as he carries out remote work for one of the companies who had quoted.</p>																																			
<u>03-09-2025-04</u>	<p><u>To approve the minutes of the meeting of Englishcombe Parish Council held on Wednesday 2nd July 2025 and to note the Clerks report.</u></p> <p>RESOLVED: It was unanimously agreed to approve the minutes as a true and accurate record. There was no Clerks report.</p>																																			
<u>03-09-2025-05</u>	<p>Englishcombe Parish Council Finance:</p> <p><u>5.1</u></p> <p><u>To approve the expenditure report for September 2025.</u></p> <p>RESOLVED: It was unanimously agreed to approve the expenditure report and authorise payments as below, with the payment being made digitally with Unity Trust Bank.</p> <table><tr><th>Payee</th><th>Invoice Detail</th><th>Net (cost to council)</th><th>VAT</th><th>Gross</th><th>Our Ref</th><th>Legal Power to Incur Expenditure</th></tr><tr><td>Duchy of Cornwall</td><td>Wheelwrights Shop and Orchard Rent- 29th September 2025 - 24th March 2026.</td><td>£ -</td><td>£ -</td><td>£ -</td><td>09-25-002</td><td>Local Government Act 1972. s126.</td></tr><tr><td>Duchy of Cornwall</td><td>Orchard Paddock Rent- 29th September 2025 - 24th March 2026.</td><td>£ 3.63</td><td>£ 0.73</td><td>£ 4.36</td><td>09-25-003</td><td>Local Government Act 1972. s126.</td></tr><tr><td>Anne Corlett</td><td>Parish Website Hosting - 2024 - Expenses.</td><td>£ 185.19</td><td>£ 37.04</td><td>£ 222.23</td><td>09-25-004</td><td>Local Government Act 1972. s142.</td></tr><tr><td colspan="2">Total for September 2025</td><td>£188.82</td><td>£37.77</td><td>£226.59</td><td></td><td></td></tr></table> <p><u>5.2</u></p> <p><u>To note the cashbook for Quarter 1 of the Financial Year.</u></p> <p>The Parish Council noted the cashbook to the end of August 2025.</p>	Payee	Invoice Detail	Net (cost to council)	VAT	Gross	Our Ref	Legal Power to Incur Expenditure	Duchy of Cornwall	Wheelwrights Shop and Orchard Rent- 29th September 2025 - 24th March 2026.	£ -	£ -	£ -	09-25-002	Local Government Act 1972. s126.	Duchy of Cornwall	Orchard Paddock Rent- 29th September 2025 - 24th March 2026.	£ 3.63	£ 0.73	£ 4.36	09-25-003	Local Government Act 1972. s126.	Anne Corlett	Parish Website Hosting - 2024 - Expenses.	£ 185.19	£ 37.04	£ 222.23	09-25-004	Local Government Act 1972. s142.	Total for September 2025		£188.82	£37.77	£226.59		
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	<p>A query was asked on the lane clearing contract and which roads they cover and when. Cllr R Law supplied a map to the Parish Clerk, who will circulate to all Councillors and add to the website. It was agreed to invite them into the next Parish Council meeting to discuss what they do for the Parish, so the Councillors are more aware of what work is being carried out.</p>
<u>5.3</u>	<p><u>To note the bank reconciliation and bank statements for Quarter 2 of the Financial Year.</u> The Parish Council noted the reports to the end of August 2025. These were duly signed.</p>
<u>5.4</u>	<p><u>To note the Quarterly Budget Monitoring Document.</u> The report was noted.</p>
<u>5.5</u>	<p><u>To consider any items for budget setting for the 2026/2027 financial year.</u> The Parish Clerk asked for suggestions for the budget setting process. The budget allocation for room rent was to be reviewed in line with the fact that the Old Schoolhouse will not be able to house Parish Council meetings. Other venues such as the church or the chapel were discussed.</p> <p>It was noted that the Parish Council could have the need to pay for an election, within the next two years and this should enter the forecast when looking at the budget.</p> <p>The Parish Clerk and RFO will prepare the budget document to be considered at the next meeting.</p>
<u>5.6</u>	<p><u>To consider the quotations for the First Aid Awareness Sessions for the Parish.</u> Councillors discussed the quotation report at length. RESOLVED: It was unanimously agreed to approve the quotation from Wiltshire and Bath Air Ambulance for up to 40 people at £5 per head, to be funded from grant monies from BANES.</p>
<u>5.7</u>	<p><u>To consider the quotations for Internal Audit Service for 2026/2027 financial year.</u> The Parish Clerk, J Turner, declared his interest. Councillors discussed the quotation report at length. RESOLVED: It was unanimously agreed to approve the quotation from Auditing Solutions LTD.</p>
<u>5.8</u>	<p><u>To note the implementation of the NJC Pay Award.</u> The report was noted.</p>
<u>03-09-2025-06</u>	<p><u>To consider any planning applications received.</u></p>
<u>6.1</u>	<p>25/03133/TCA – T1-Horse Chestnut, in Englishcombe Orchard. Height reduction 3m, reduce spread 2m and crown lift from ground level by 5m. Tree too big for location. - Barn And Parcel 8185 Rectory Farm Lane Englishcombe Bath And North East Somerset. RESOLVED: It was unanimously agreed to support the application.</p>
<u>6.2</u>	<p>25/03255/FUL– Erection of a self build dwelling - Grove House Englishcombe Road Englishcombe Bath And North East Somerset BA2 9DR . RESOLVED: It was unanimously agreed to make a decision via email, under the planning applications procedure, due to receiving the notice on the day of this meeting.</p>
<u>03-09-2025-07</u>	<p><u>To consider any actions for the Parish Council in relation to the ‘Village Facility’ public consultation and ongoing matters with The Duchy of Cornwall.</u> The Parish Council noted the Clerk’s report updating them on the latest matters with The Duchy.</p>

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	<p>At present, there is nothing further for the Parish Council to consider at this stage with regards to The Old Schoolhouse.</p> <p>Cllr L Giles presented an update from the REACH group who were pleased at the extension of time for a year from the Duchy of Cornwall. Cllr L Giles stated that there were now 13 active members of the group and plans are being worked on to formally constitute the group. Cllr L Giles expressed the need for more parishioners to join the group and to work towards delivering a community space within The Old Schoolhouse.</p> <p>It was confirmed that the Duchy of Cornwall agreed to postpone the sale of the Old Schoolhouse for a year to allow suitable plans to be created for a possible renovation by a group in the community. The Council noted that the REACH group had 20% of the sale price of The Old Schoolhouse pledged too.</p> <p>Cllr A Corlett asked that the REACH Group contact The Duchy to ask them whether they will put any covenants on the land and whether or not insurance will be obtainable, once it has been renovated.</p> <p>It was stated that there was a disappointment that there would be no community space within the Parish during this period however the church and chapel remained a place where people could meet.</p> <p>The REACH group are holding a meeting within September to look at forming a legal body and how other Parishioners can get involved.</p> <p>The Parish Council noted that the survey results from the Ecology Report on the Wheelwrights was due within the next month.</p> <p>The Parish Clerk will seek clarification on whether the Parish Council or any other group can lease the land adjacent to the Old Schoolhouse, so it can be used for parking or events.</p>
<u>03-09-2025-08</u>	<p>To receive updates from members on ongoing Parish matters:</p> <p><u>8.1 Bath and Northeast Somerset Councillor Report.</u> The Council noted the report from Cllr Matt McCabe on the Local Plan and indicative timescales for this.</p> <p><u>8.2 Parish Council Chairman's Report.</u> No report received.</p> <p><u>8.3 Rural Public Transport, Roads and Parish maintenance matters.</u> The Council noted that they were pleased with the rural bus scheme that will serve the Parish.</p> <p>The issue raised by the resident at the previous meeting, with regards to the overgrowing bushes on the pavement on Innox Grove will also be followed up by the Clerk.</p> <p>The Council has received no communication from BANES regarding the issues from Innox Grove to the Play Park, this will also be followed up the Clerk.</p> <p>The Clerk will also chase a response from Cllr Fiona Gourley on the lengthy email that was sent</p>

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	<p>from the Parish Council.</p>
<u>8.4</u>	<p><u>Parish Website and Communications</u></p> <p>The website and regular bulletins were being effective as a means of communication with no negative feedback raised since the Annual Parish Assembly. Cllr M Croisdale-Appleby has put a QR code which links to the website on the noticeboard.</p>
<u>8.5</u>	<p><u>Millstream, Orchard and Wheelwrights sub-committee.</u></p> <p>A written report was given as below on the day of the meeting:</p> <ol style="list-style-type: none">1. New gate/fence was erected by BM and DR at the road entrance.2. The supporting posts of the boundary five bar gate between Millstream and the Orchard has rotted through and the gate recently collapsed. It has been moved to one side to make it safe. This gate was erected by Matt and Jane. We await information from them as to their plans for repair and re-siting it. If no plans are forthcoming, then the MWO will need to decide a course of action.3. Does the EPC have a few as to whether the current Parish Council indemnity insurance covers events being held by parishioners on Millstream / Orchard. For example a recent children's party and a recent wedding reception. <p>The Parish Clerk will respond to the committee on their questions</p>
<u>8.6</u>	<p><u>Bath and North East Somerset Council's Local Plan.</u></p> <p>This item was covered earlier in the agenda.</p>
<u>8.7</u>	<p><u>Englishcombe Parish Events.</u></p> <p>The Parish Council noted that the chapel's summer fayre was successful. The Parish Council considered running their own events for the Parish which other partners can be a part of within the Parish.</p>
<u>03-09-2025-09</u>	<p><u>To note that next Meeting of Englishcombe Parish Council will be held on Wednesday 5th November 2025 at 7:30pm.</u></p> <p>RESOLVED: It was agreed to hold the meeting on Wednesday 12th November 2025 at 7:30pm. The venue will be confirmed when the agenda is circulated.</p> <p>The Chairman closed the meeting at 20:59.</p>