

# ENGLISHCOMBE PARISH COUNCIL

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

## **Draft Minutes of the Meeting of Englishcombe Parish Council held on Wednesday 12<sup>th</sup> November 2025 at 19:30 at The Tithe Barn.**

**Councillors:** Cllr Will Pow (Chair), Cllr Robert Law, Cllr Lee Giles, and Cllr Anne Corlett (19:07).

**In attendance:** J Turner (Parish Clerk/RFO).

**Absent:** Cllr Ash Smith and Cllr Nick Spicer.

**Members of the Public:** Four.

<u>12-11-2025-01</u>	<p><b><u>To receive a presentation from the Lye Family regarding the litter picking that is carried out within the Parish.</u></b></p> <p>The Council received the presentation from the Lye Family regarding the litter picking that is carried out within the Parish. Specific targeted locations were discussed and the scheme, which is funded by the Parish Council, helps to keep Englishcombe clean and tidy.</p>																																			
<u>12-11-2025-02</u>	<p><b><u>To receive questions from the members of the public present.</u></b></p> <p>A resident flagged a concern regarding roaming dogs within the Parish. There had been an occasion where a dog had been injured. Cllr Will Pow had been informed and has spoken to the person in question.</p> <p>A resident raised a point on the expansion of Bristol Airport and the effects this may have on Englishcombe Parish. There was a network of Town and Parish Council’s that the Parish Council join to help assist them when the planning application is live.</p>																																			
<u>12-11-2025-03</u>	<p><b><u>To receive any apologies for absence.</u></b></p> <p>The Parish Council noted apologies from Cllr Mycroft Croisdale-Appleby.</p>																																			
<u>12-11-2025-04</u>	<p><b><u>To consider any Declarations of Interest and to approve any dispensations for this meeting.</u></b></p> <p>None received from members.</p>																																			
<u>12-11-2025-05</u>	<p><b><u>To approve the minutes of the meeting of Englishcombe Parish Council held on Wednesday 3<sup>rd</sup> September 2025 and to note the Clerks report.</u></b></p> <p><b>RESOLVED:</b> It was unanimously agreed to approve the minutes as a true and accurate record. There was no Clerks report.</p>																																			
<u>12-11-2025-06</u>	<p><b>Englishcombe Parish Council Finance:</b></p> <p><b><u>To approve the expenditure report for November 2025.</u></b></p> <p><b>RESOLVED:</b> 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>Robert Law</td><td>Reimbursement for Bulbs for the Parish.</td><td>£ 35.00</td><td>£ -</td><td>£ 35.00</td><td>11-25-002</td><td>Public Health Act 185, s164.</td></tr><tr><td>Vision ICT</td><td>Email hosting annual fee.</td><td>£ 160.00</td><td>£ 32.00</td><td>£ 192.00</td><td>11-25-003</td><td>Local Government Act 1972. s142.</td></tr><tr><td>Vision ICT</td><td>Website Hosting Annual Fee and SSL Certificates.</td><td>£ 240.75</td><td>£ 48.15</td><td>£ 288.90</td><td>11-25-004</td><td>Local Government Act 1972. s142.</td></tr><tr><td colspan="2">Total for November 2025</td><td>£435.75</td><td>£80.15</td><td>£227.00</td><td></td><td></td></tr></table> <p><b><u>To note the cashbook for Quarter 2 of the Financial Year.</u></b></p>	Payee	Invoice Detail	Net (cost to council)	VAT	Gross	Our Ref	Legal Power to Incur Expenditure	Robert Law	Reimbursement for Bulbs for the Parish.	£ 35.00	£ -	£ 35.00	11-25-002	Public Health Act 185, s164.	Vision ICT	Email hosting annual fee.	£ 160.00	£ 32.00	£ 192.00	11-25-003	Local Government Act 1972. s142.	Vision ICT	Website Hosting Annual Fee and SSL Certificates.	£ 240.75	£ 48.15	£ 288.90	11-25-004	Local Government Act 1972. s142.	Total for November 2025		£435.75	£80.15	£227.00		
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<p><b><u>6.3</u></b></p> <p><b><u>6.4</u></b></p> <p><b><u>6.5</u></b></p> <p><b><u>6.6</u></b></p> <p><b><u>6.7</u></b></p> <p><b><u>6.8</u></b></p> <p><b><u>6.9</u></b></p> <p><b><u>6.10</u></b></p>	<p>The Parish Council noted the cashbook to the end of October 2025 with no issues raised.</p> <p><b><u>To note the bank reconciliation and bank statements for Quarter 2 of the Financial Year.</u></b> The Parish Council noted the reports to the end of October 2025. These were duly signed.</p> <p><b><u>To note the Quarterly Budget Monitoring Document.</u></b> The report was noted.</p> <p><b><u>To note the projected year end position as of 31/03/2026.</u></b> The Council noted the projected year end position as prepared by the RFO. The current projection was a small overspend of £804.42 which would be supplemented by the Parish Council's robust reserve fund.</p> <p><b><u>To consider the proposed budget for the 2026-2027 financial year.</u></b> The Parish Clerk presented the draft budget which was a 5% increase on all revenue expenditure headings. The interest income cost code was discarded due to no credit interest being payable to the Parish Council. Councillors made no amendments.</p> <p><b><u>To note the report on the new 'Assertion 10' and any actions required as a result of the implementation of the new assertion.</u></b> The Council noted the report and understood their requirements under this new assertion. The Parish Clerk would carry out the recommendations of the report.</p> <p><b><u>To consider applying for the Ward Councillors' Empowerment Fund (up to £300)</u></b> <b>RESOLVED:</b> It was unanimously agreed to apply for £300 for spring bulbs and a vehicle activated speed sign.</p> <p><b><u>To consider the purchase of spring bulbs for the benefit of the Parish and any actions required.</u></b> Covered in item 6.8.</p> <p><b><u>To note the cessation of all charges for leases held between the Parish Council and The Duchy of Cornwall.</u></b> The Council noted that under their Community Policy, from this moment onwards, that the Duchy of Cornwall would not be charging for the two lease agreements the Parish Council has with the Wheelwrights and The Orchard.</p>
<p><b><u>12-11-2025-07</u></b></p> <p><b><u>7.1</u></b></p> <p><b><u>7.2</u></b></p>	<p><b><u>To consider any planning applications received.</u></b></p> <p><b>25/03978/TCA - Christmas tree - cut back from overhead cables. - High Bank, Rectory Farm Lane, Englishcombe, Bath And North East Somerset BA2 9DU .</b> <b>RESOLVED:</b> It was unanimously agreed to support the application.</p> <p><b>Any planning applications received after the agenda has been issued.</b> None received.</p>
<p><b><u>12-11-2025-08</u></b></p>	<p><b><u>To receive an update on ongoing matters with The Duchy of Cornwall and to action any items in relation to these matters.</u></b></p> <p><b><u>To consider the proposed licence agreement from The Duchy of Cornwall pertaining to the land</u></b></p>

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<b><u>08.1</u></b>	<p><b><u>adjacent to The Old Schoolhouse building.</u></b></p> <p>The Parish Council considered the proposed licence at length. It was confirmed that the insurance premium would not increase drastically if this agreement was entered into. The Parish Council would remain responsible for the maintenance and risk assessment of the land.</p> <p><b>RESOLVED:</b> It was unanimously agreed to enter into a licence agreement for the car parking land and the lawn. It was further resolved unanimously to licence the field, if this was a pre-requisite from the Duchy but the Parish Council's preferred stance would be to licence the lawn and car parking area.</p>
<b><u>08.2</u></b>	<p><b><u>To consider the Surrender of Part of Orchard Paddock agreement from The Duchy of Cornwall and any actions required as a result of this agreement.</u></b></p> <p><b>RESOLVED:</b> It was unanimously agreed to surrender the part of the Orchard Paddock and to execute the agreement.</p>
<b><u>12-11-2025-09</u></b>	<p><b>To receive updates from members on ongoing Parish matters:</b></p>
<b><u>09.1</u></b>	<p><b><u>Bath and Northeast Somerset Councillor Report.</u></b></p> <p>No report received.</p>
<b><u>09.2</u></b>	<p><b><u>Parish Council Chairman's Report.</u></b></p> <p>No report received.</p>
<b><u>09.3</u></b>	<p><b><u>Rural Public Transport, Roads and Parish maintenance matters.</u></b></p> <p>Cllr Anne Corlett provided an update on the walkaround she attended with Steffan Chivers from BANES as per the request from the Parish Council'. A comprehensive review of the Parish was carried out and the finds are below:</p> <ul style="list-style-type: none"> <li>• Speed limits – No change in the near future.</li> <li>• Long term BANES project – Remove national speed limit on all rural roads.</li> <li>• Location of speed signs reviewed and will move if appropriate.</li> <li>• Top and bottom of Little Padleigh Hill – Road markings to be re-done and signs replaced.</li> <li>• Random signage to be reviewed to see if appropriate.</li> <li>• Little Padleigh Hill Passing Bays – Not actually passing bays, they are eroded verges. A tidy up of these will be done.</li> <li>• Hedges and verges in need of cutting back.</li> <li>• Virtual pavement idea from Old Schoolhouse being considered by BANES.</li> <li>• Parking to be reviewed at the bottom of Little Padleigh Hill.</li> </ul>
<b><u>09.4</u></b>	<p><b><u>Parish Website and Communications</u></b></p> <p>No update was received.</p>
<b><u>09.5</u></b>	<p><b><u>Millstream, Orchard and Wheelwrights sub-committee.</u></b></p> <p>The Council noted the report.</p>
<b><u>09.6</u></b>	<p><b><u>Bath and North East Somerset Council's Local Plan.</u></b></p> <p>No update was received.</p>
<b><u>09.7</u></b>	<p><b><u>Englishcombe Parish Events.</u></b></p> <p>Cllr Lee Giles and Cllr Mycroft Croisdale-Appleby met to discuss possible events that the Parish</p>

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	<p>Council or Parishioners could run. This list will be sent to the Parish Clerk.</p>
<b><u>09.8</u></b>	<p><b><u>Roaming dogs within the Parish (Cllr N Spicer).</u></b> No further update provided.</p>
<b><u>09.9</u></b>	<p><b><u>Defibrillators for the Parish.</u></b> No update was received.</p>
<b><u>09.10</u></b>	<p><b><u>Community First Responder Appeal – To consider a grant of £300.</u></b> This item will be considered at the next meeting.</p>
<b><u>09.11</u></b>	<p><b><u>Community First Aid Awareness Evening – Wednesday 26th November 2025.</u></b> The Council noted that the event had been arranged and advertised throughout the Parish. At present there are 17 attendees to the course.</p>
<b><u>12-11-2025-10</u></b>	<p><b><u>To note that next Meeting of Englishcombe Parish Council will be held on Wednesday 7<sup>th</sup> January 2026 at 7:30pm.</u></b> Noted.</p> <p><b>The Chairman closed the meeting at 20:44.</b></p>