

ENGLISHCOMBE PARISH COUNCIL

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

Draft Minutes of the Meeting of Englishcombe Parish Council held on Wednesday 7th January 2026 at 19:30 at The Tithe Barn.

Councillors: Cllr Will Pow (Chair), Cllr Robert Law, Cllr Lee Giles, Cllr Mycroft Croisdale-Appleby, Cllr Ash Smith and Cllr Anne Corlett (19:34).

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

Absent: None.

Members of the Public: None

<u>07-01-2026-01</u>	<u>To receive questions from the members of the public present.</u> None received.																					
<u>07-01-2026-02</u>	<u>To receive any apologies for absence.</u> Apologies were received by Cllr Nick Spicer.																					
<u>07-01-2026-03</u>	<u>To consider any Declarations of Interest and to approve any dispensations for this meeting.</u> None received from members.																					
<u>07-01-2026-04</u>	<u>To approve the minutes of the meeting of Englishcombe Parish Council held on Wednesday 12th November 2025 and to note the Clerks report.</u> RESOLVED: It was unanimously agreed to approve the minutes as a true and accurate record. The Clerks report was noted.																					
<u>07-01-2026-05</u>	<p>Englishcombe Parish Council Finance:</p> <p><u>5.1 To approve the expenditure report for January 2026</u> 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><td>Payee</td><td>Invoice Detail</td><td>Net (cost to council)</td><td>VAT</td><td>Gross</td><td>Our Ref</td><td>Legal Power to Incur Expenditure</td></tr><tr><td>Wiltshire and Bath Air Ambulance</td><td>First Aid Awareness Course.</td><td>£ 100.00</td><td>£ -</td><td>£ 100.00</td><td>01-26-001</td><td>Public Health Act 1936 s 87</td></tr><tr><td colspan="2">Total for January 2026.</td><td>£100.00</td><td>£0.00</td><td>£100.00</td><td></td><td></td></tr></table> <p><u>5.2 To note the cashbook for Quarter 3 of the Financial Year.</u> The Parish Council noted the cashbook to the end of December 2025 with no issues raised.</p> <p><u>5.3 To note the bank reconciliation and bank statements for Quarter 3 of the Financial Year.</u> The Parish Council noted the reports to the end of December 2025. These were duly signed.</p> <p><u>5.4 To note the Quarterly Budget Monitoring Document.</u> The report was noted. The Council were currently operating at a small surplus in this financial year.</p> <p><u>5.5 To approve the proposed budget for the 2026-2027 financial year.</u> The Council considered the budget document prepared by the Parish Clerk and RFO. RESOLVED: It was unanimously agreed to approve a budget and Precept of £14,725. The Full Budget is appended to these minutes.</p>	Payee	Invoice Detail	Net (cost to council)	VAT	Gross	Our Ref	Legal Power to Incur Expenditure	Wiltshire and Bath Air Ambulance	First Aid Awareness Course.	£ 100.00	£ -	£ 100.00	01-26-001	Public Health Act 1936 s 87	Total for January 2026.		£100.00	£0.00	£100.00		
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<u>5.7</u>	<p><u>To consider the quotation from Vision ICT for a website 'MOT' to check compliance with Assertion 10.</u></p> <p>RESOLVED: It was unanimously agreed to defer this to the 2026/2027 financial year due to the recent set up of the website.</p>
<u>5.8</u>	<p><u>To note the award from the Ward Councillors' Empowerment Fund.</u></p> <p>The Council noted an award of £250 for a Speed Indicator Device and £50 towards bulbs for the Parish. The Clerk will ensure these are added to an earmarked reserve.</p>
<u>07-01-2026-06</u>	<p><u>To consider any planning applications received.</u></p> <p>None received.</p>
<u>07-01-2026-07</u>	<p><u>To receive an update on ongoing matters with The Duchy of Cornwall and to action any items in relation to these matters.</u></p>
<u>7.1</u>	<p><u>To consider the proposed licence agreement from The Duchy of Cornwall pertaining to the land adjacent to The Old Schoolhouse building.</u></p>
<u>7.2</u>	<p><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></p> <p>The Council noted an update from the Clerk. The legal agreements had been sent to the Clerk for signing and will be returned to The Duchy before they are executed. The Clerk will send a communication out once the agreements are live to the Parishioners. The Clerk will also ensure the Council are meeting their insurance obligations with reference to this land.</p> <p>Cllr Ash Smith provided an update on the REACH group. Members of the REACH group will be speaking to the Duchy of Cornwall off the back of their recent newsletter campaign. There is a core group of people who want to take this forward and they will be meeting with the Duchy in the near future.</p>
<u>07-01-2026-08</u>	<p><u>To receive updates from members on ongoing Parish matters:</u></p>
<u>8.1</u>	<p><u>Bath and Northeast Somerset Councillor Report.</u></p> <p>The Council noted the report from Cllr Matt McCabe. 20,000 people were reached through the Local Plan Consultation with the factors of this plan starting to come to light now. Matt confirmed that the Parish would not be affected by the plan.</p>
<u>8.2</u>	<p><u>Parish Council Chairman's Report.</u></p> <p>No report received.</p>
<u>8.3</u>	<p><u>Rural Public Transport, Roads and Parish maintenance matters.</u></p> <p>No updated was received. The priority for the Parish Council would be ensuring that the possible issues are taken forward by BANES including double yellow lines at the bottom of Padleigh Hill, virtual pavement for the bottom part between the Old Schoolhouse an Inox Grove, hedge cut between Inox Grove and The Old Schoolhouse and the various signs around the Parish that need changing and amending. The Parish Council would need to investigate a digital speed sign if they wish to implement one. The Clerk will bring options to the next meeting around these signs.</p>

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<u>8.4</u>	<u>Parish Council Website and Communications</u> No update was received.
<u>8.5</u>	<u>Millstream, Orchard and Wheelwrights sub-committee.</u> There was no update. Comments were passed about making the area more friendly for youths. An item will be added to the next agenda.
<u>8.6</u>	<u>Bath and North East Somerset Council's Local Plan.</u> No update was received.
<u>8.7</u>	<u>Englishcombe Parish Events - To consider Parish Council events for 2026.</u> Cllr Lee Giles presented his report on Parish events in lieu of having The Old Schoolhouse operational for events at the moment. It was stressed that events are a great community benefit and a way of ensuring people in the Parish have something to do. There would need to be a sub-committee to oversee the steering of this project and this would be partially funded by the Parish Council. RESOLVED: It was unanimously agreed to adopt the concept of the events for 2026 and the Clerk along with Cllr Lee Giles will work on the formalities of the sub-committee.
<u>8.8</u>	<u>Defibrillators for the Parish – To consider the purchase and possible location.</u> The Council spoke about the need for a defibrillator and the effectiveness of this equipment. Possible locations were discussed and the need for professional advice on where to install and how to effectively maintain it. Cllr Mycroft Croisdale-Appleby will lead on this project.
<u>8.9</u>	<u>Community First Responder Appeal – To consider a grant of £300.</u> The request was refused pending the discussions on the defibrillator.
<u>8.10</u>	<u>Parish Councils Airport Association – To consider joining the association.</u> This item was deferred until the planning application for Bristol Airport was live, so that all the facts can be reviewed.
<u>07-01-2026-09</u>	<u>To note that next Meeting of Englishcombe Parish Council will be held on 4th March 2026 at 7:30pm.</u> Noted. The meeting will be held at The Tithe Barn. The Chairman closed the meeting at 20:23.

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N.B - Any unspent budget headings will be transferred to EMR at the end of the financial year.						
Item	2025/2026 AGREED	ACTUAL 2025/2026 YTD	2025/2026 Projected YE	Budget vs Projected	2026/2027 ACTUAL	Budget Notes
Interest Income	-£ 55.00	£ -	£ -	-£ 55.00	£ -	No income expected within the financial year.
Other Income	£ -	-£ 200.00	-£ 200.00	£ 200.00	£ -	No income expected within the financial year.
Clerk's Salary	£ 6,000.00	£ 1,895.16	£ 5,688.54	£ 311.46	£ 7,650.00	Actual salary of employed Clerk plus 5%.
Locum Clerk Fees	£ -	£ 2,150.00	£ 2,150.00	-£ 2,150.00	£ -	
Lane Cleaning	£ 3,500.00	£ 1,560.00	£ 3,120.00	£ 380.00	£ 3,550.00	Uplifted by 5%.
ALCA Subscription	£ 85.00	£ 82.14	£ 82.14	£ 2.86	£ 90.00	
Insurance	£ 590.00	£ 585.96	£ 585.96	£ 4.04	£ 600.00	
Room Rent	£ 675.00	£ -	£ 675.00	£ -	£ -	No longer required.
Expenses	£ 100.00	£ 90.00	£ 90.00	£ -	£ 100.00	
Audit	£ 450.00	£ 460.00	£ 460.00	-£ 10.00	£ 260.00	New charge as of 26/27 as per agreed quote.
Bank Charges	£ 75.00	£ 36.00	£ 72.00	£ 3.00	£ 75.00	
Bulbs for Village	£ 100.00	£ -	£ 30.00	£ 70.00	£ -	No longer needed as grant funded.
Infrastructure Repairs	£ 200.00	£ 103.80	£ 200.00	£ -	£ 200.00	
Legal Fees	£ 40.00	£ 47.00	£ 47.00	-£ 7.00	£ 50.00	
Land Rent	£ 400.00	£ 3.63	£ 3.63	£ 396.37	£ -	No longer needed due to cessation of charge.
Website Fees	£ 350.00	£ 238.53	£ 350.00	£ -	£ 650.00	Revised to reflect 25/26 expenditure.
Defibrillator	£ -	£ -	£ -	£ -	£ 500.00	To purchase one item.
Community Events	£ -	£ -	£ -	£ -	£ 1,000.00	Events Proposal for January FC Meeting.
Total Expenditure	£ 12,510.00	£ 7,052.22	£ 13,354.27		£ 14,725.00	
TRF from General Reserve			£ 753.42			
VAT RETURN NETT			£ 90.85			
Precept Required	£ 12,510.00		£ 12,510.00		£ 14,725.00	
	2025/2026 Financial Year	2026/2027 Financial Year ACTUAL	Difference vs Previous Year	As a %		
	147	156		6.12%		
	£85.10	£94.39	£9.29	10.92%		
	163.21	181.02	17.81	p		

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