

# BATCOMBE PARISH COUNCIL

Clerk: Rob Sage    Tel: 01749 850934    e-mail: [clerk@batcombe-parish-council-somerset.org.uk](mailto:clerk@batcombe-parish-council-somerset.org.uk)

## **You are Summoned to the Monthly Meeting of Batcombe Parish Council to be held on Wednesday 2<sup>nd</sup> July 2025 at 8.00pm in the Old School, Batcombe**

*Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights.*

### **Agenda**

**1. Apologies and Acceptance of Reasons for Absence**

*This is necessary as any member who is absent for six months, without the Council accepting their reasons for absence, automatically loses their seat on the Council.*

**2. Declarations of Interest**

*It is the Councillors' responsibility to declare any interests they may have in any item on the Agenda. If you are uncertain, please ask the Clerk before the meeting.*

**3. Public Participation – Open village meeting for fifteen minutes for any member of the public to raise any issue relevant to Batcombe Parish**

*The Chairman can invite members of the public to speak at this or at any other appropriate point in the meeting.*

**4. Minutes of the Meeting held on Wednesday 4<sup>th</sup> June 2025 to be agreed and signed.**  
*Enclosed/attached.*

**5. Matters Arising – information updates only.**

*Action Table – A copy of the Action Table from the meeting on June 4<sup>th</sup> is attached/enclosed for the Parish Council to check progress on the actions listed.*

**6. Somerset Councillors' Reports and the Shepton Local Community Network**

*An opportunity for the Somerset Councillors to report on matters relevant to the parish, either in person or in writing.*

**7. Community Review**

*Tom Price to report on the launch meeting for the Community Review.*

**8. Footpaths and Highways**

*Tom Price to update with any progress on the Spargrove footpath. The Council agreed to consider whether strimmer training was necessary at this meeting. An update on the Enhanced Highways Maintenance Pilot Scheme has been distributed to Parish Councillors.*

**9. Playground - Maintenance Report**

*The annual inspection of the Playing Field by RoSPA should take place in June but we are unlikely to have the report by this meeting.*

## 10. Planning Applications

Planning Application 2025/0993/HSE – Erection of outbuilding.

Columbine Cottage, Kale Street, Batcombe, Shepton Mallet BA4 6AB – Householder Application.

*The outbuilding is a single storey building, roughly 4.5m x 3.5m containing a shower room and toilet.*

*The plans for the outbuilding can be found at [2025/0993/HSE | Erection of outbuilding in rear garden. | Columbine Cottage Kale Street Batcombe Shepton Mallet Somerset BA4 6AB](#)*

Planning Application 2025/1015/LBC – Replacement of rear extension with associated works to exterior and interior to reconfigure bathroom arrangement on first floor and general repairs to fenestration and external walls. Form new opening through garden wall to provide improved access.

Kings Hayes, Gold Hill, Batcombe, Shepton Mallet, Somerset BA4 6HF – Listed Building Consent.

*The plans for the proposed works can be found at [2025/1015/LBC | Replacement of rear extension with associated works to exterior and interior to reconfigure bathroom arrangement on first floor and general repairs to fenestration and external walls. Form new opening through garden wall to provide improved access. | Kings Hayes House Gold Hill Batcombe Shepton Mallet Somerset BA4 6HF](#)*

**Planning Application Updates.** *The crown reduction of the Ash tree below Wickham Cottages has been approved.*

## 11. Review of the Social Media Policy and the Press and Media Policy

*Copies of the Social Media Policy and the Press and Media Policy can be downloaded from the Parish Council website (Parish Council Documents page [Batcombe Parish Council Somerset - Parish Council Documents \(batcombe-parish-council-somerset.org.uk\)](#)) if Councillors do not already have a copy. Both policies were last reviewed a year ago. All Councillors should be aware of the Social Media Policy (updated in 2022) when using social media and beware of appearing to represent the Parish Council when posting personal comments. The main point about the Press and Media Policy is that formal contact with the Press (which is quite rare) should be left to the Chair and the Clerk to ensure a consistent approach in line with the Policy.*

## 12. Authorisation of Payment

Upton Noble School - £110.00 – Donation to library refurbishment.

*(Section 137 Resolution required.)*

Somerset Association of Local Councils Ltd - £204.70 – Affiliation fees.

Kevin Gale - £??0.00 – Grass cutting in June. *(Invoice not yet received.)*

HMRC - £8.51 – Employer's National Insurance Contribution (April)

The Clerk – £1,392.25 – Salary and expenses for 1<sup>st</sup> Quarter *(see attached sheet).*

## 13. Other Business – matters of information only.

*Accounting Software – there are two accounting software packages recommended for smaller parish councils: Easy PC Accounts costing £78 a year and Semata's Parish Council Accounts costing £75 a year. The main difference is that Easy PC Accounts is web-based software, while Parish Council Accounts is offline software. Both offer a free trial period and I will test them out before making a recommendation.*

## 14. Date of Next Meeting - Wednesday 6<sup>th</sup> August 2025 at 8.00pm in the Old School if required to consider planning applications otherwise Wednesday 3<sup>rd</sup> September.

Rob