**MONKTON COMBE PARISH COUNCIL**

**Draft Minutes of the Annual Parish Council Meeting**
**Held in the Village Hall on 14 July 2026 at 7.00pm**

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| | | **Parish Council Members Present:** Cllr. James Bradby, Cllr. Oli Treasure, Cllr. Mike Wareham, Cllr Des Wighton, Cllr. Mark Womersley, Ms Sian Griffith - Incoming Clerk. |
| **1** | **639** | **To receive apologies for absence –** Cllr. Adelle Brenner, Cllr. Fiona Gourley. |
| **2** | **640** | **Declarations of interest and dispensations –** None. |
| **3** | **641** | **Confidential Matters –** None |
| **4** | **642** | **Minutes of Annual Parish Council meeting held on 19 May 2026.** Amended Minutes approved and signed by the Chairman. |
| **5** | | **Financial Matters** |
| | **643** | **RFO Report and Payments for Approval** - The RFO Report was received, noted and signed by the incoming clerk and Cllr. Womersley |
| | **644** | **Bank Balances as at 01.07.2026** |
| | | **Current Metro Bank** £266.41 **Bath Building Society** £27,877.29 |
| | **645** | **Metro Bank Savings** £10,161.36 **Bath Building Society (Miss Davis)** £12,560.68 |
| | | **Receipts since meeting on 19 May 2026** |
| | | 04 29/05/2026 Metro Bank Interest May 8.05 |
| | | 05 30/06/2026 Metro Bank Interest June 7.63 |
| | **646** | **Payments approved as standing payments or at meeting on 19th May 2026 which have now been made.** |

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| 21381-MON007-Err | 15/05/26 | Community Heartbeat Trust | Replacement Pads Payment Error | 0.45 |
| MCPCMay26ER | 28/05/26 | Elise Rowley | Pay 27th Apr to 31st May 2026 | 385.50 |
| MCPCMay26GD | 28/05/26 | Mr. G. Davis | Pay May 2026 | 331.70 |
| MCPCMay26SG | 28/05/26 | Sian Griffith | Pay May 2026 | 482.40 |
| BankChgmay | 28/05/26 | MetroBank | Account Maintenance Fee may 26 | 3.00 |
| 120PH002922852702 | 01/05/26 | HMRC | Month 2 Paye | 218.27 |
| 2087 MCPC Audit | 22/05/26 | Summer Lane Books | Internal Audit Fee | 130.00 |
| 261314 | 28/05/26 | Monkton Combe Village Hall | Hall Hire 19/05/2026 | 25.00 |
| LCO02888 | 28/05/26 | Clear Councils | Insurance Renewal 2026-27 | 550.58 |
| MCPC5648 | 05/06/26 | Jeff Avis Garden | Car park and Miss Davis Garden | 90.00 |
| MCPCJune26ER | 25/06/26 | Elise Rowley | Pay 1st June to 28th June 2026 | 308.40 |
| MCPCJune26GD | 25/06/26 | Mr. G. Davis | Pay June 2026 | 331.70 |
| MCPCJune26SG | 25/06/26 | Sian Griffith | Pay June 2026 | 482.40 |
| BankChgJune | 30/06/26 | MetroBank | Account Maintenance Fee June 26 | 3.00 |
| IF423985-InkCtdgs | 25/06/26 | Mr. G. Davis | Ink Factory - Ink Cartridges | 36.98 |
| DD_BPT | 01/06/26 | Bath Preservation | Annual Subscription 2026-27 | 40.00 |

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| | **647** | **Community Infrastructure Report and suggestions for suitable projects.** A number of suggestions have been received. These being for Benches, Noticeboards, Improvements to footways on various roads with the possible employment of Virtual Footways, improvements to the playground. The Parish Council is progressing each of these. |
| | **648** | Change of Bank Account – The switch from Metro Bank to HSBC was agreed, for improved accessibility and lower bank charges. Incoming clerk to action. |
| **6** | | **Parish Council Matters** |
| | | **Equipment and Facilities** |
| | **649** | **Car Park –** White lines need to be repainted. To be discussed further. |
| | **650** | **Village Playground** – Provision of equipment using CIL Funding & WCEF funding of £350 received to be discussed by informal working group at a rescheduled meeting and proposals then brought to the next meeting. |
| | **651** | **Bus Shelter** – It was reported that the bench is broken, no timetable is showing and there are now rats at the bus stop. To be reported to Fix My Street by Cllr. Wareham. |
| | | **Neighbourhood Watch & Police –** Nothing to report. |
| | | **Lockup -** Nothing to report. |
| | | **Miss Davies Garden -** Nothing to report. |

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| | **652** | **Village Hall -** Cllr. Wareham represents the Parish Council at the Village Hall Committee meetings and Cllr. Tranter is member of both committees. It was agreed there was sufficient representation. |
| | **653** | **Change of postal address** – It was agreed that address for Parish Council be changed to Village Hall. Incoming clerk to action. |
| | **654** | **Training** – Incoming clerk to send details of Essential Councillor course, to those councillors who have not previously been offered training. |
| | **655** | **Employment Team** – Cllr Wighton and Cllr Womersley, to form employment team to line-manage incoming clerk. |
| | **656** | **Combe Down Allotments** – Agreed that incoming clerk is to check location and write letter of support on behalf of council. |
| **7** | **657** | **Church Wall Noticeboards –** Preview of images, to be circulated to other Councillors. A new application form to be submitted to Cotswolds National Landscape. |
| **8** | | **PLANNING DECISIONS by B&NES & WILTSHIRE** |
| | **658** | **26/02324/CONSLT: Brassknocker Basin, Warminster Road, Monkton Combe, Bath, BA2 7JD** Notice of Caravan Temporary Site Notification under the Caravan Sites and Control of Development Act 1960 at Field adjacent to Downside Nurseries at Brassknocker Basin, Limpley Stoke, nr Bath. BA2 7JD. **NO OBJECTION - Confirmed no objection to caravan park in Brassknocker Basin.** |
| | | **PLANNING APPEALS** - None |
| | | **ENFORCEMENT UPDATE** NONE |
| | **659** | **Local Plan - minor update to the programme** – To Note that the Draft Local Plan will now be considered by Cabinet in September for approval to publish it for public consultation. |
| | **660** | **Signage at Calmer Rooms, Junction of Combe Road / North Road** – Advertising Consent and Highways Safety Issue. Incoming clerk to follow up. |
| | | **HIGHWAYS AND FOOTPATHS** |
| | **661** | **Temporary Closure of Public Footpaths BA16_2 & BA22_18 -** Tucking Mill Reservoir Due to end 19 July 2026. |
| | **662** | **Missing Footpaths - Mount Pleasant and Shaft Road** - CIL project. Included in Area TRO Review Process - For minor parking restriction requests. Council confirmed they agree the proposals. |
| | **663** | **Church Lane Parking issues** - CIL project - Included in Area TRO Review Process - For minor parking restriction requests. Council confirmed they agree the proposals. |
| | | **REPORTS** |
| | **664** | **Parish Liaison Meeting -** Next Meeting Wednesday 22nd July 2026 at 6.30pm at Community Space Keynsham |
| | | **CORRESPONDENCE RECEIVED.** |
| | **665** | **Parishioner concerned** about appearance of new electric gates installed by Ashford Homes. Incoming clerk was requested to follow up. |
| | **666** | **Parishioner concerned** about accident risk due to unmarked footpath crossing Shaft Rd at Mount Pleasant. It was agreed that further research is needed on ownership of land. |
| | **667** | **Bath & North East Somerset Council Climate and Nature Strategy.** Councillors were requested to complete survey by 5pm on Friday 24 July https://www.bathnes.gov.uk/help-shape-our-climate-and-nature-strategy. |
| **9** | | **Other Matters to Report**<br>Nothing to report. |
| **10** | **668** | **Date of Next Meetings**<br>All times are 7:00 p.m. other than the Annual Parish Meeting, which is at 7.30pm: -<br>Tuesday 15th September 2026 - Parish Council Meeting<br>Tuesday 10th November 2026- Parish Council Meeting<br>Tuesday 12th January 2027 – Parish Council Budget & Precept meeting.<br>Tuesday 16th March 2027- Parish Council Meeting<br>Tuesday 13th April 2027 at 7:30 p.m. Annual Parish Meeting<br>Tuesday 18th May 2026 – Annual Parish Council Meeting - Audit and Annual Return. |
| **13** | | **The meeting closed at 8.43 pm** |

Approved and signed 15 September 2026 ..... Chairman