

Combe Florey Parish Council

Date of Meeting: Tuesday 28 July 2026 at 6.00pm at Combe Florey Village Hall	Written by:
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Parish Council Meeting Minutes

Councillors Present

Cllr John Passingham (Vice Chairman)
Cllr Neil Truby (RFO)
Cllr Jan Collino (co-opted)
Cllr Jacquey Newton (co-opted)

In attendance

Parishioners: 1 member of PCC
Gemma Combes – Parish Clerk
Somerset Council – Mike Rigby

2026/1)	Welcome by Vice Chairman The Vice Chairman opened the meeting and welcomed everyone.
2026/2)	Apologies for absence Cllr Robin Cleverly gave apologies that he was unable to attend due to business commitments.
2026/3)	Declarations of Interest Cllr Newton declared that she had an interest in the vacancy for Parish Clerk and recused herself from discussion of item 7) on the agenda for the meeting.
2026/4)	Approval of last meeting's minutes Approval and signing of minutes of the meeting of 26 May 2026. The minutes had been circulated to all councillors who were present for signing at this meeting. Proposed by Cllr Newton and seconded by Cllr Collino. All in favour to adopt the minutes, signed by the Vice Chairman.
2026/5)	Public Participation No comments
2026/6)	Matters Arising Cllr Newton requested that discussion of item 13) II on the agenda, relating to the installation of a flagpole, be chaired by a councillor other than the Vice Chairman and chair of the meeting. This was discussed and approved by all councillors present, and Cllr Collino agreed to act as chair for that one item on the agenda.
2026/7)	Clerk resignation <i>Cllr Newton recused herself and left the meeting.</i> It was noted that: • The current Parish Clerk was retiring on 31 July 2026;

	• There had been no response to the vacancy for Parish Clerk advertised on the SALC website, and that the closing date for applications was 31 August 2026; • Cllr Newton had expressed interest in resigning as a councillor and applying for the vacant position; and • A new Parish Clerk may require that the Council provides a laptop and printer, to discharge their responsibilities as clerk. It was agreed that Cllr Truby would investigate the cost of a laptop and printer. It was agreed to defer further discussion on a new Parish Clerk until after the August closing date for applications. <i>At the conclusion of the discussion Cllr Newton re-joined the meeting.</i>
2026/8)	Somerset Council Report Cllr Rigby reported on the following: • Essential utilities work being carried out at Staplegrove. It was recognised that this created more traffic problems, in addition to the works at the roundabout, but it had been considered that combining the works now would be more efficient than digging up the road again later, after the roundabout works had been completed. The diversion down Biden Road was reported as working well. • Somerset Council had created a Highways Improvement Board to oversee the techniques used for road repairs in the area, to improve their quality and longevity. • Somerset Council's Planning Stability Board was operating well to reduce the backlog in planning applications. • 70% of Council Tax collected by Somerset Council was going into the provision of social care. • A recent meeting had been held with national highways to discuss the repeated closures on the M5 in the Taunton area. Proposals had been put forward to limit disruption from overhead road bridges. • Proposal for a speed indicator device in the village – see 2026/78 below.
2026/9)	Policing Report Nothing relevant. Cllr Collino requested clarification on the identity of the Police Community Support officer for the area. Brianna Whelan having left this position, Cllr Collino offered to investigate her replacement and report back to the Council.
2026/10)	Planning

	It was noted that no decision had been made to-date on 11/26/0001/PIP (Darlow). It was felt appropriate to question Somerset Council's decision that CIL funding was not available for the Denehays planning/development. Cllr Newton agreed to contact Somerset Council for clarification.
2026/11)	Finance 1. Bank Reconciliation The RFO read out a bank reconciliation list. The Council's current account has £333.28 and there is £18,237.38 in the savings account. 2. Receipts and payments since the last meeting a. Invoices for payment The RFO read through the list of invoices for payment, being: I. Parish Clerk wages for June -July inclusive £289.20 (before deductions). II. HMRC - £115.60 III. Cllr Robin Cleverly – Bark Mulch for the Parish Garden £172.80 IV. Cllr Neil Truby – Quick File Subscription £5 V. Parish online – new website £300 VI. Cllr Neil Truby – Wix, exiting email service for Clerk £80.64 The above invoices were discussed. They were proposed for payment by Cllr Newton and seconded by Cllr Passingham. All in favour of payment. b. Any other invoices None received.
2026/12)	Highways and Footpaths I. Any relevant updates Obstruction of the footpath above the cemetery had been reported to Somerset Council, for the third time, a week before the meeting. II. Speed Indicator Device Cllr Rigby was reminded that this matter had come up for discussion at the Annual Parish Meeting on 5 May 2026, and that he would be asking a member of the Highways Authority to contact the Council to discuss: • cost to the Council (likely to be in the region of £3,000 based on recent figures for Bishops Lydeard); and • its positioning in the village and on the A358, since the device could be re-positioned if required. Cllr Collino requested that, given the number of accidents that have occurred on the A358 within the curtilage of the village, consideration should also be given to imposing a mandatory speed limit that could then be policed with mobile speed cameras. Cllr Rigby responded that although speed limits had been reviewed on the A358 only recently, there was no reason why they could not be looked at again. Cllr Rigby

	agreed to contact the Highways Authority after the conclusion of the meeting regarding the Speed Indicator Device.
2026/13)	Village Maintenance I. Village Garden- Update. Gardeners had come last week. II. Installation of flagpole – Update <i>Cllr Collino took over and chaired this part of the meeting.</i> Cllr Passingham had previously been asked to investigate the following matters: • Planning – preliminary discussions with Somerset Council suggested that a planning application for permission to erect either a 6 metre or 8 metre flagpole, on the lower green outside the village church, is likely to be approved; • Cost – for a 6 metre flagpole £308 plus VAT (without installation) and for an 8 metre flagpole £385 plus VAT (without installation). Installation costs were likely to be negligible. Cllr Newton objected to the Council offering funding, in whole or in part, towards the installation of a flagpole on Church land, and the storing/retention of flags in Church property. It was agreed that before any further discussion could take place, the matter of a flagpole had to be put to the PCC for their decision as to whether anything could be erected on Church land. <i>At the conclusion of the discussion relating to the flagpole, Cllr Passingham resumed chairing the meeting.</i> III. Responsible dog owners The Council would continue to promote responsible dog ownership. IV. Sign Posts It was noted that the village sign post on the green outside Greedy's Forge was rusting and required painting. It was established that this had previously been funded by the Council using a Somerset Council approved contractor, but that the wrong paint/insufficient coats of paint had been used. V. Pump No further action.
2026/14)	Parish Council Website compliance Templates for the following documents had been taken from the NALC and other websites and circulated to all the councillors for their consideration: • Council Standing Order • Council Financial Regulations • Councillor Code of Conduct • Council Document Retention Policy • Council Subject Access Request Policy under the GDPR

	• Council Complaints Procedure • Council Asset Register • Council Web Accessibility Statement Councillors were asked to review these documents for suitability before consideration and adoption at the next meeting.
2026/15)	LCN update on last meeting None
2026/16)	Village Hall – status report Cllr Collino reported that: • The AGM was held on 28 May • A new smart meter had been installed • A fire drill had been conducted by the WI on 16 June, and comments from that drill were under discussion • New fans had been installed on 27 July 2026
2026/17)	Topics for future meetings • Website compliance • Speed Indicator Device • Flagpole • Parish Clerk
2026/18)	Correspondence None
2026/19)	Any Other Business • Order salt for the salt bins • Investigate further land owned by the Council • Village Garden Risk Assessment
2026/20)	Next Meeting; Parish Meeting on 29 September 2026 at Combe Florey Village Hall. Time 6.00pm Meeting closed at 7.40pm