Flax Bourton Parish Council
Minutes of the Parish Council Meeting held on Monday 11th March 2024 commencing at 7:30pm in the Hall at Flax Bourton Primary School

Those present were noted as Councillors: Coombs, Andersson and Moss.
Also present Mrs C Melton, Parish Clerk, and District Councillor A Waite.

200(23) **Apologies and Reasons for Absence**
Cllr Crawford (holiday) and Cllr Walker (holiday).

201(23) **Declarations of interests from members regarding the Agenda**
Declaration of non-pecuniary interest as Trustee of the Flax Bourton Hub Charitable Incorporated Organisation (CIO) by Cllr Coombs.

202(23) **Public Forum Session**
One member of the public present. The resident thanked the Parish Council, Councillor Coombs in particular, and District Councillor Waite for all their support and hard work in trying to resolve the flooding issues in the village. The resident asked what North Somerset has included in their plan for this in the next financial year. Cllr Coombs explained that we haven't been notified of a plan yet but the main issue has been identified as a broken culvert outside Castle Farm which needs fixing. District Cllr Waite offered to follow up with Highways.

Member of the Public left the meeting at 7.40pm

203(23) **Minutes for Approval**
It was resolved to approve and sign the minutes of the Parish Council Meeting held on 12th February 2024.

204(23) **Finance and Personnel**

a) **It was resolved** to ratify the payments made since the meeting on 12th February 2024 totalling **£966.98**
b) **Quotes for the Playing Field maintenance contract** – After extensive discussion, **it was agreed** to accept the quote from CPS Grounds
c) **Quotes for the Farleigh Green play area inspections contract** – After extensive discussion, **it was agreed** to accept the quote from GB Sport
d) **Asset Register** – After discussion, **it was agreed** that the new gateways and Vehicle Activated Signs should be removed from the Asset Register as they will be maintained by North Somerset Council. Clerk to email Highways to confirm
Action: Clerk
e) **It was resolved** to approve the new invoices totalling **£5890.57** for online payment. The Bank Reconciliation, monthly accounts statement, Cashbook and the Payments and Receipts Schedule were also **received and approved**.

205(23) **Planning**
To receive and comment on planning application/s as Support, Object or Neutral:

a) **24/P/0276/AOC – Hm Coroner Public Mortuary, Court House, BS48 1UL** – Neutral
b) **24/P/0277/AOC – Hm Coroner Public Mortuary, Court House, BS48 1UL** – Neutral
c) **24/P/0293/FUH 1 Parsons Mead, Flax Bourton, BS48 1UH** – Support.

206(23) **North Somerset Council Local Plan 2038**
Cllr Moss circulated an email to all prior to the meeting. Cllr Moss informed the Council that land to the rear of the Jubilee Inn is now being proposed as a site for 150 houses with access alongside Charlton Nursery. Cllr Coombs raised that the proposed holding ponds, which would help ease the flooding issues in the village, are in this area. All agreed that it was important to continue to try and work with Network Rail to get the ponds installed. District Cllr Waite offered to speak with the Flood

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Chair …… **Date**……

Officer. Cllr Moss has had an informal conversation with a planning consultant to discuss possible representation in the future. Cllr Coombs raised that further information about the proposed development should be obtained before any funding can be allocated. **It was agreed** that Cllr Moss would keep in contact with the Planning Consultant and District Cllr Waite would follow up with the Planning Department and with the Flood Officer. Cllr Coombs gave thanks to Cllr Moss for all her hard work on the Local Plan.
Action: Cllr Moss

207(23) **North Somerset Council's Bus Service Improvement Plan (BSIP)**
Cllr Moss reported that there is no information yet on the results of the consultation. Cllr Coombs raised that there is a BSIP webinar tomorrow evening which he plans to attend. The link for the meeting was circulated to all last week. Cllr Moss raised that buses are speeding through the village to try and keep on time. Cllr Coombs explained that the new Vehicle Activated Signs and village gateways should be installed this week at either end of the village which should help reduce speeding. Cllr Coombs raised that an extra Vehicle Activated Sign in the centre of the village would also be a useful addition.

208(23) **Biodiversity Duty**
Cllr Andersson reported that she has been obtaining quotes for clearing the area in front of the new gateways and for wildflowers to plant once cleared. Cllr Andersson is also attempting to contact someone regarding the trees around the playing field and the option to improve biodiversity in this area. Cllr Moss suggested a local resident who may be able to help. Cllr Andersson will follow up.
Action: Cllr Andersson

209(23) **Flooding**
a) Covered under Agenda item 202
b) **Holding Ponds** – Covered under Agenda item 206.

210(23) **Flax Bourton Hub**
Update – Cllr Coombs reported that there is nothing new to report this month.
a) **Replacement of lights** – Cllr Coombs explained that the lights in the toilets at the Village Hall are being left on which is contributing to the high fuel costs which the Hub are having to pay. The Hub have obtained two quotes to change to sensor lights. Cllr Moss asked if it is known how quick the pay back on the change would be. Cllr Andersson suggested sharing with residents the current situation which the Hub are facing in a post to be written in conjunction with the Hub. **It was agreed** that Cllr Andersson will produce an initial draft and send to the Chair.
Action: **Cllr Andersson**

211(23) **Highways**
a) **A370 Safety Scheme update** – Covered under Agenda item 207
b) **Planting around the new gateways** – Covered under Agenda item 208
c) **Pavements and Footpaths** – Cllr Andersson is meeting with the North Somerset Council Footpath Officer this week to walk through the village and footpaths to investigate alternative safe routes to school
Action: **Cllr Andersson**
d) **Public Rights of Way** – Covered under Agenda item 211 c). Cllr Coombs asked Cllr Andersson to remind the Footpath Officer about unsafe steps by the Cricket Club
Action: **Cllr Andersson**
e) **Stancombe Lane waste bin** – Cllr Coombs will raise the issue of the bin not being emptied at the liaison meeting with the Quarry next week
Action: Cllr Coombs
f) **Safe route to school** – Covered under Agenda item 207.

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212(23) **Quarry (Tarmac)**

Cllr Coombs reported that the liaison meeting is due to take place next week, this will include consideration of Stancombe Quarry Fund Grant applications.

213(23) **Defibrillator**

Information had been circulated by Cllr Andersson prior to the meeting. Cllr Andersson is attempting to contact Western Power to check if there is a power supply at Post Office Lane which could be utilised for a Defibrillator.

Action: **Cllr Andersson**

214(23) **Meeting dates for 2024-25**

As the Hub still has a regular booking on a Monday evening, **it was agreed** to continue to hold the Parish Council Meetings from April 2024 to March 2025 in the Hall at Flax Bourton Primary School at the new rate of **£25.00** per booking. **It was further agreed** to ask the Hub to continue to reimburse the Parish Council.

Action: Clerk

215(23) **Annual Residents Meeting**

It was agreed to follow the same format as last year – Annual Residents Meeting will be at 7:00pm on Monday 13th May followed at 7.30pm by the Annual Meeting of the Parish Council.

216(23) **Clerk's Report**

Noted.

217(23) **Date of the Next Meeting**

Cllr Coombs explained that he would not be available for the next planned meeting on 8th April 2024. Cllr Coombs proposed that the date be changed to **Monday 15th April 2024** (in the **School Hall** at **Flax Bourton Primary School**) at 7:30pm. **It was agreed** that the Clerk would check availability with all Councillors and the school for hire of the hall.

Meeting ended 21:05

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Chair ……. **Date**…….....

FLAX BOURTON PARISH COUNCIL

006 f) PAYMENT SCHEDULE: PAYMENTS & RECEIPTS FOR PARISH COUNCIL MEETING ON 15 APRIL 2024

Receipts

Name	Receipt no	Details	Date received	Method	Net Amount	VAT	Total	Notes	Minute agreed
Lloyds Bank	23:R21	Bank interest Mar 24	11/03/2024	BACS	£78.19	£0.00	£78.19		
Lloyds Bank	24:R01	Bank interest Apr 24	09/04/2024	BACS	£67.66	£0.00	£67.66		
North Somerset Counc	24:R02	Precept payment 1	12/04/2024	BACS	£13,500.00	£0.00	£13,500.00		
				TOTAL	**£13,645.85**	**£0.00**	**£13,645.85**		

Payments

Name	Invoice no	Details	Payment date	Method	Net Amount	VAT	Total	Notes	Minute agreed
AED Heartsafe	23:142	Replacements pads (adult) for defibrillator at the school	25/03/2024	Debit Card	£125.00	£25.00	£158.95	Total include £8.95 delivery (no VAT). TO BE RATIFIED	
JB Property Services	23:143	Installation of new noticeboard/removal of two noticeboards	25/03/2024	BACS	£395.00	£0.00	£395.00	TO BE RATIFIED	
JB Property Services	23:144	Repair to 3 x manhole covers at VH	25/03/2024	BACS	£774.00	£0.00	£774.00	TO BE RATIFIED	
HMRC	23:145	6 Feb- 5 Mar 24 (mth 11)	N/A	N/A	£0.00	£0.00	£0.00	£0 charge for this month	
Clerk's expenses	24:03	HP Ink 9 Feb-8 Mar 24	15/4/24	BACS	£4.57	£0.92	£5.49		
Clerk's Salary	24:04	Apr 24 (mth 12 Mar 24 hrs)	02/04/2024	BACS	[redacted]				
Flax Bourton Primary	24:05	Hall Hire for PCM Apr-Jul 24 (payment 1)	15/4/2024	BACS	£100.00	£0.00	£100.00	1st payment (total hire cost £275.00). 2nd payment will be due in September 2024.	
Clerk's mobile phone	24:06	Monthly charge for Clerk's mobile phone - Apr 24	15/04/2024	BACS	£7.50	£0.00	£7.50	Pd to Clerk as linked to personal mobile account (provider cannot separate).	
GB Sport	24:07	Mar 24 quarterly inspection	15/04/2024	BACS	£30.00	£6.00	£36.00		
CPS Grounds	24:08	Grounds Maintainence-field- Apr 24 (S106)	15/04/2024	BACS	£311.87	£62.37	£374.24		
Google Workspace	24:09	Google Workspace 1-31 Mar 24	08/04/2024	DD	£8.40	£0.00	£8.40		
Siserone	24:10	Website hosting & email Apr 23-Mar 24	15/4/2024	BACS	£190.00	£38.00	£228.00		
ALCA (Avon Local Councils' Association	24:11	ALCA & NALC Annual Subscription 2024	15/04/2024	BACS	£191.47	£0.00	£191.47		
Clerk's Salary	24:12	Apr 24 (mth 1)	30/04/2024	BACS	[redacted]				
NEST: Clerk's Pension	24:13	May 24 (1-30 Apr 24)	09/05/2024	DD					
VO Salary	24:14	Apr 24 (mth 1 Mar hrs)	16/04/2024	BACS					
HMRC	24:15	6 Mar- 5 Apr 24 (mth 12)	15/04/2024	BACS	£184.58	£0.00	£184.58		
Corporate Cleaning Services	24:16	Dog Bin Collections 4-25 Mar 24	15/04/2024	BACS	£100.00	£0.00	£100.00		
				TOTAL	**£4,569.93**	**£132.29**	**£4,711.17**		

Transfers (BBI Instant Account to Treasurer's Account

Details	Date transferred	Amount	Notes
For bills	02/04/2024	£2,000.00	
For bills	15/04/2024	£2,000.00	
		TOTAL	**£4,000.00**

Invoices out

Name	Invoice no	Details	Invoice sent	Due date	Net Amount	VAT	Total	Notes