Flax Bourton Parish Council
Minutes of the Parish Council Meeting held on 10th February 2025 commencing at 7:30pm in the Hall at Flax Bourton Primary School

Those present were noted as Councillors: Coombs, Andersson, Crawford and Seaver
Also present Mrs H Nelson (Parish Clerk) and one member of the public

7:22pm A member of the public arrived

163(24) **Apologies and Reasons for Absence**
Clerk confirmed that Apologies were sent by District Cllr Waite.

164(24) **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.

165(24) **Councillor Co-option**
A member of the public has shown interest.

166(24) **Public Forum Session**
A member of the public enquired about the replacement of the Grange bus stop and the bus stop sign. It was confirmed that we are awaiting an update from District Cllr Annemieke Waite and it is with NSC's legal department. A member of the public enquired about the first May bank holiday and asked whether the community would arrange an event regarding the 80th anniversary of the end of the second world war. The date coincides with the North Somerset show. Clerk to contact the North Somerset show to see what their plans are.
Action: Clerk

167(24) **Minutes for Approval**
It was resolved to approve and sign the minutes of the Parish Council Meeting held on 13th January 2025.

168(24) **Finance and Personnel**

a) It was resolved to ratify the payments made since the meeting on 13th January 2025 totalling £3512.54

b) Review quotes for playground maintenance, ground maintenance, bin emptying and tree works

Clerk confirmed only one quote was received regarding playground maintenance and ground maintenance. The Council agreed to approve the quotes. Clerk confirmed we had received three quotes for bin emptying. The Council agreed to accept the lowest quote. Clerk confirmed we had received three quotes for tree works. The Council agreed to accept the lowest quote. The approved contractor is Josh Brown.

Action: Clerk to contact all companies who have provided quotes to confirm if they were successful or not

c) **It was resolved** to approve the new invoices totalling £1,576.16 for online payment. The Bank Reconciliation, monthly accounts statement and the Payments and Receipts Schedule were also **received and approved**.

169(24) **Planning**
To receive and comment on planning application/s as Support, Object or Neutral:

None
Action: None

Chair …… **Date**……

170(24) **North Somerset Council Local Plan 2039/40**

Councillor Seaver gave a short presentation on NSC's local council plan. There is a one-page summary on NSC's website with a formula that the government have applied regarding a new calculation for housing requirements and the numbers have increased by 8,500 in North Somerset. A new call for sites was hosted in October 2024. NSC evaluated the new sites and have produced a plan of proposed development sites. This does not include development in Flax Bourton however proposed sites had been submitted. NSC is preparing a transport strategy. The council considered that improvements to transport would be essential. As a Parish Council we need to make a submission.

Action: Clerk to find previous submission. Cllrs Seaver and Coombs to prepare a proposed submission.

171(24) **North Somerset Council's Bus Service Improvement Plan (BSIP)**

District Cllr Waite has advised that there is a proposal to upgrade bus shelters within the BSIP but the shelter by The Grange is not included within that plan.

172(24) **North Somerset Council's proposed devolution of services**

It was confirmed that the request to contribute to the cost of the rights of way service has been dropped. We are adopting two litter bins on 1st April 2025.

173(24) **Biodiversity Duty**

No update.

174(24) **Flooding**

It was confirmed that the culvert at Angel cottages is due to be repaired during the summer.

175(24) **Flax Bourton Hub**

It was confirmed we had already agreed to provide fifty percent of the funds for guttering and painting of fascias to the hub. The contractor suggested new UPVC fascias at an increased cost. The Clerk was asked to clarify the proposal. All this is subject to hub agreeing the proposal and to make a fifty percent contribution. It was questioned when the height barrier to the car park would be replaced. There was mention of a possibility of creating an external WC at the hub as members of the public walk in with muddy shoes and disturb groups hosting activities in the hall.

Action: Clerk to contact contractor and check with Redhill Engineering whether height barrier to car park is reparable

176(24) **Farleigh Green playing fields and playground**

No update.

177(24) **Highways**

a) **A370 Safety Scheme**
No update

b) **Pavements and Footpaths**
Clerk advised we had received an email from a member of public. Clerk confirmed that she has reported about encroaching hedges and that the repainting of roundabouts are on NSC's schedule of works (and waiting for better weather). It was advised that the 20mph limit is on a long list waiting

Chair …… **Date**……

for action by NSC. Although the parking situation can be frustrating it is a public road.

We have had good news about the quarry funding the siding out but we are awaiting invoice approval.

c) **Public Rights of Way**
NSEC will be carrying out the works to replace the steps by the cricket ground. The Council agreed to make a contribution of £400.

d) **Stancombe Lane waste bin**
The bins are still not being emptied regularly by the quarry.

e) **Belmont crossroads signage**
Clerk advised that the removal and replacement is sat with NSC.

f) **Safe route to school**
District Cllr Waite has pursued the requirements for double yellow lines at Parsons Mead and has proposed a child safety review. It was questioned whether a pedestrian crossing at the school could be a possibility. It was questioned whether the council should contact Flax Bourton Primary School to let them know that the issue has been raised with the Parish Council and a safety officer may be in contact.
Action: Cllr Andersson

g) **Community Land**
The Heads of Terms and supporting documents have been sent to a law firm in order to obtain a quote. Clerk to look at legal fees.
Action: Clerk

h) **Request for parking restrictions**.
No update.

i) **Parish Boundary sign**
It is the Parish Council's responsibility to fund the sign if we chose to replace it. Councillors would like two signs at the gateway and one at the parish boundary with Backwell. The two signs at the gateway were due to be installed as part of the scheme but were not. District Councillor has been asked to check on the parish boundary sign.
Action: Clerk to contact NSC

178(24) **Quarry (Tarmac)**
No update

9:12pm One member of the public left

179(24) **Defibrillator**
The Council have not received a response to help with applying for funding from the PTA. There is a possibility of help from the British Heart Foundation at the Post Office Lane site if we are not granted funding from the Quarry.

180(24) **Clerk's Report**
Noted

181(24) **To review policies and procedures**
The Asset Disposal procedure that has been provided by the Clerk was adopted.
Action: Clerk to put on website

182(24) **To note the meeting dates for next year**
The dates were confirmed. It was questioned whether we could host something social regarding the ARM and encourage the public to attend.

Chair …… **Date**……

Action: Cllr Crawford to contact editor of Village Quarterly notifying her
Clerk to contact school to see if they have objection to us providing refreshments.

183(24) **Date of the next Meeting**

It was noted that the date of the next **Parish Council Meeting** is **10 March 2025** (in the **School Hall** at **Flax Bourton Primary School**) at 7:30pm.

Meeting ended at 9:30pm

Chair ……. **Date**……..

FLAX BOURTON PARISH COUNCIL

PAYMENT SCHEDULE: PAYMENTS & RECEIPTS FOR FEBRUARY 2025

Receipts

Name	Receipt no	Details	Date received	Method	Net Amount	VAT	Total	Notes	Minute agreed
				TOTAL	**£0.00**	**£0.00**	**£0.00**		

Payments

Name	Invoice no	Details	Payment date	Method	Net Amount	VAT	Total	Notes	Minute agreed
Corporate Cleaning Services	24:125	Dog Bin and Farleigh Green Collections Jan 25	11/2/2025	BACS	£110.00	£0.00	£110.00		
CPS Grounds	24:126	Grounds Maintenance-field- Feb 25 (S106)	11/2/2025	BACS	£311.87	£62.37	£374.24		
HP Instant Ink	24:127	Printer ink cartridge	11/2/2025	DD	£4.57	£0.92	£5.49		
Google Workspace	24:128	Google Workspace 1-31 Jan 25	8/2/2025	DD	£8.40	£0.00	£8.40		
Helen Nelson	25:124	Clerk's Salary Feb 25	31/1/2025	BACS					
VO Salary	24:129	Feb 25 (Jan hrs)	11/2/2025	BACS					
Tesco Mobile	24:130	Monthly charge for phone	22/2/2025	DD	£7.00	£0.00	£7.00		
ALCA	24:131	New Clerks' Finance Training	11/2/2025	BACS	£35.00	£0.00	£35.00		
Starboard Systems Ltd t/a Scribe Accounts	24:123	Scribe Accounts Renewal	11/2/2025	BACS	£345.60	£69.12	£414.72		
GB Sport	24:132	Replacement swing seats and and internal inspection	11/2/2025	BACS	£334.00	£66.80	£400.80		
				TOTAL	**£2,384.55**	**£199.21**	**£2,583.76**		

Transfers Commercial Instant Access Account to Community Account (Main Account)

Details	Date transferred	Amount	Notes
For bills	10/02/2025	2500	
		TOTAL	**£2,500.00**

Invoices out

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