Flax Bourton Parish Council

Minutes of the Parish Council Meeting held on 9th June 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 District Councillor Waite

The Chairman opened the meeting and invited District Councillor Waite to make her report which is included as Appendix A.

045(25) **Apologies and Reasons for Absence**

046(25) **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.

047(25) **Councillor Co-option**
Some residents have shown interest in joining as councillors. The Parish Council need more community engagement and will be sending out a tree poll.

048(25) **Public Forum Session**

049(25) **Minutes for Approval**
It was resolved to approve and sign the minutes of the Parish Council Meeting held on 12th May 2025. An amendment to minutes from last month was proposed regarding the memorandum of understanding – the wording "before" to be used in lieu of "once". "It was suggested that Cllr Coombs contacts the Hub with a view to setting up a meeting before the memorandum of understanding comes to an end in September".
Action: Clerk to make amendment

050(25) **Finance and Personnel**

a) It was resolved to ratify the payments made since the meeting on 12th May 2025 totalling £60.65
b) The reduction from 0.8% to 0.7% to the Lloyds savings account from 5th June 2025 was acknowledged
c) **It was resolved** to approve the new invoices totalling £4286.44 for online payment. The Bank Reconciliation, monthly accounts statement and the Payments and Receipts Schedule were also **received and authorised**.

051(25) **Planning**
To receive and comment on planning application/s as Support, Object or Neutral:

a) 25/P/0993/LDP - The Barn, Mill Farm, Station Road, Flax Bourton, BS48 1NG.
Certificate of lawful development for the proposed erection of 2no. dormer windows on the South facing roof slope.
Action: Clerk to comment as neutral

b) 25/P/1011/FUH - 3 Head Croft, Flax Bourton, BS48 1US
Demolition of existing rear conservatory and bay window and proposed erection of a single storey rear extension and minor internal reconfigurations.
Action: Clerk to comment as neutral

052(25) **North Somerset Council Local Plan 2039/40**

Cllr Seaver has read through the newest document, there are three references to Flax Bourton. Two thirds of the parish councils submitted a response. The document consists of comments from each

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individual site. Nailsea and Backwell strongly disagreed with development of sites but there was more support for Weston-super-Mare. There were mixed views from Long Ashton, people were concerned regarding greenbelt land. Under the heading "Less Sustainable Sites" people could still make comments, such as on the land between Flax Bourton and Backwell, with one comment saying it was a relatively sustainable location. The next step will be to go to the Cabinet on 18th June seeking approval. There will be a further committee 10th September for full approval of plans.
Action: Cllr Seaver and Clerk to find documents relating to aforementioned meetings

053(25) **North Somerset Council's Bus Service Improvement Plan (BSIP)**
See Appendix A.

054(25) **Biodiversity Duty**
Cllr Andersson contacted the tree surgeon for tree recommendations but hasn't heard back. Clerk to look through correspondence with tree suggestions from tree surveyor. Poll to be carried out to select species of tree.
Action: Cllr Seaver to set up a poll. Clerk to confirm tree options.

055(25) **Flooding**
The improvement to the culvert is due to take place in August and part of the A370 will be closed to through traffic.

056(25) **Flax Bourton Hub**
The Hub has agreed to contribute fifty percent towards replacing the hip on the roof. The Clerk confirmed she had requested three quotes but has received one response which the Parish Council accepted. The memorandum of understanding will be considered for renewal or replacement by September. Cllr Coombs will seek advice from WERN. The Parish Council needs to look at the cost of grass cutting which currently comes from our S106 funds and should share the cost with the Hub.
Action: Cllr Coombs to contact Dick Whittington from WERN
Action: Clerk to contact successful contractor to approve hip replacement.

057(25) **Farleigh Green playing fields and playground**
ITV filmed in the playing fields and in the Hub having sought permission from the Parish Council. The filming location was changed on the day which upset a local resident. ITV issued an apology to the resident and will give an ex-gratia payment to the Hub. Filing should have been an agenda item at a Parish Council meeting and the Clerk confirmed that this would be the case going forward.

058(25) **Highways**

a) **A370 Safety Scheme** – the Clerk has written to the senior highways officer for an update on progress.
b) **Pavements and Footpaths** – the siding out was due to have taken place over half term by NSEC. The quarry agreed to pay for the siding out. The pavement has been tidied but not sided out. Clerk to contact NSEC saying the works are unsatisfactory.

There is an issue with the hedge of the Old Rectory overhanging the pavement which is forcing pedestrians to walk on the road. Parish Council to contact the owners.
Action: Clerk to contact NSEC regarding siding out
Action: Parish Council to contact the owners of the Old Rectory

Cllr Coombs suggested contacting North Somerset Showground asking for a permissive path along the length of Station Road from the south east corner to the entrance at Belmont Crossroads.

Action: Clerk to contact resident asking for evidence for signs

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Action: Cllr Coombs to contact North Somerset Showground

c) **Public Rights of Way** –Mike Eustace is to draw a plan for Cllr Andersson regarding proposal of installation of a gate on Belmont Estate.
d) **Stancombe Lane waste bin** – Clerk confirmed that VO reported that the bins weren't emptied in May but that Tarmac have confirmed they will take it on.
e) **Belmont crossroads signage** – the sign has been reinstated.
f) **Safe route to school** – the hedges need to be trimmed on Station Road.
g) **Community Land –**it was suggested that the Parish Council should have a meeting with the responsible parties at the school.
Action: Cllr Coombs to arrange a meeting
h) **Request for parking restrictions** – no update.
Action: Clerk to remove as an item from next month's agenda
i) **Parish Boundary sign** –Cllr Coombs said that the Parish Council have asked for a quote for two small signs to reenforce the boundary to consider a contribution from the Parish Council and has asked for the main Flax Bourton sign to be replaced by North Somerset at their cost.
j) **Email from resident with sign proposals** – The Parish Council received an email from a resident with sign proposals (a cycle track warning, a pedestrian sign in Station Road and animal crossing signs) following numerous correspondence with NSC. The resident needs to provide the necessary information (such as how many animals have been hurt). The cycle sign from the Wraxall direction flagging up the cycle path should be requested.

059(25) **Quarry (Tarmac)**
No update.

060(25) **Defibrillator**
Clerk confirmed she is waiting to hear back from Mark Cogan about the electrical installation date.
Action: Clerk to query with Mark Cogan which permits he is referring to; the electrical installation or the defibrillator as well

061(25) **Clerk's Report**
The Clerk's report was noted.

062(25) **Policies and Procedures**
The co-option policy was reviewed and it was suggested that it should be simplified.
Action: Clerk to look at the policy

063(25) **Community Governance Review 2025**

064(25) **Date of the next Meeting**
Date of the next **Parish Council Meeting to be confirmed.**

Meeting ended at 10:10pm

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Appendix A

District Cllr Waite has had Planning added to her portfolio and she is now the Executive Member for Climate and Environment.

07:40pm Cllr Seaver arrived

District Cllr Waite has discussed with heads of planning and policy; engagement with the community and improvement to enforcement as houses are being built. Cllr Seaver attended the call for sites in Nailsea recently and commented that the material was too technical for the other attendees.

The Bus Service Improvement Plan has gone back to the Executive Member for Transport to review as one of the Nailsea Councillors had safety concerns.

The new waste and recycling scheme is active today. People will be able to complete a form to request a large black bin if they have issues with nappies and to double bag dog waste.

Cllr Seaver questioned the impact of new sites on neighbouring villages and would send District Councillor Waite an email with concerns which will be discussed at the next planning meeting. Local sites are not sustainable and transport should be provided for the periphery prior to sites being built. There have been discussions about strengthening the connection between Backwell and Weston-super-Mare via rail. One of the proposals would be for it to be connected at Chelvey which would have an impact on Flax Bourton.

District Cllr Waite will discuss the need for road improvements in Flax Bourton with Cllr Coombs at their next meeting. The bus stop at The Grange is due to be replaced at the cost of North Somerset Council.

District Cllr Waite confirmed that as part of to the Community Governance Review there will be a ward boundary review.

08:10pm District Cllr Waite left

Chair ……. **Date**……..

FLAX BOURTON PARISH COUNCIL

PAYMENT SCHEDULE: PAYMENTS & RECEIPTS FOR JUNE 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	25:35	Dog Bin and Farleigh Green Collections May 25	10/6/2025	BACS	£150.00	£0.00	£150.00		
CPS Grounds	25:33	Grounds Maintenance-field- June 25 (S106)	10/6/2025	BACS	£400.95	£80.19	£481.14		
HP Instant Ink	25:36	Printer ink cartridge	13/6/2025	DD	£4.57	£0.92	£5.49		
Google Workspace	25:38	Google Workspace 1-31 May 25	8/6/2025	DD	£8.40	£0.00	£8.40		
Helen Nelson	25:26	Clerk's Salary May 25	30/5/2025	BACS	[redacted]				
Helen Nelson	25:32	Refund of overpayment of 20p Clerk's salary	10/10/2024	BACS	-£0.20	£0.00	-£0.20	Scribe explained that this should be a negative payment and not classed as a receipt.	
VO Salary	25:40	VO's hours June 25 (May hrs)	10/6/2025	BACS	[redacted]				
Tesco Mobile	25:37	Monthly charge for phone	22/6/2025	DD	£7.48	£0.00	£7.48		
Lloyds Bank plc	25:34	Monthly Service charge	19/5/2025	DD	£4.25	£0.00	£4.25		
Dr C Andersson	25:28	Refreshments for ARM (Aimee's Winehouse)	13/5/2025	BACS	£48.00	£0.00	£48.00		
Dr C Andersson	25:29	Refreshments for ARM (Sainsburys)	13/5/2025	BACS	£7.65	£0.00	£7.65		
Village Magazine	25:31	Subscription - annual	22/5/2024	SO	£5.00	£0.00	£5.00		
Bristol Tree Care	25:30	Tree works Farleigh Green	10/6/2025	BACS	£2,025.00	£405.00	£2,430.00		
				TOTAL	**£3,860.98**	**£486.11**	**£4,347.09**		

Transfers Commercial Instant Access Account to Treasurer's Account

Details	Date transferred	Amount	Notes
For bills	09/06/2025	4500	
		TOTAL	**£4,500.00**

Invoices out

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