FLAX BOURTON PARISH COUNCIL

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To: Members of the Council

You are summoned to attend the **Parish Council Meeting** to be held on **Monday 13th October 2025** commencing at **7:30pm** in the **Hall** at **Flax Bourton Primary School** to consider the business set out in this Agenda.

Helen Nelson
Parish Clerk
7th October 2025

Parish Council meetings are open and members of the public and press are welcome to attend. Such entitlement does not include the right to speak except during the Public Forum, where any registered local government elector within the Parish is entitled to speak once on issues affecting the Parish. Any questions asked shall not require a response or debate. The Council may wish to consider a matter in more detail at a later date before making a full response. (Please see the Council's Standing Orders for further information – available on the website or on request from the Parish Clerk).

AGENDA

086(25) **Apologies and Reasons for Absence**

087(25) **Declarations of interests from members regarding the Agenda**

088(25) **Public Forum Session**
15 minutes will be allowed for questions and comments from members of the public. (*Please raise your hand and wait for the Chair to give permission for you to speak and then clearly state your name*).

089(25) **Councillor Co-option**
To discuss encouraging new applicants.

090(25) **Minutes for Approval**
To approve and sign the minutes of the Annual Meeting of the Parish Council held on 30th June 2025.

091(25) **Finance**

a) To ratify payments made since last meeting on 30th June 2025.
b) To note the completion of the Annual Governance & Accountability Return 2024-2025 and to receive the External Auditor's report
c) To discuss AGAR Assertion 10 expenditure in relation to data protection measures and to authorise an accessibility audit and approve a monthly fee for One Drive as a separate backup of data at £1.99 per month.
d) To note a reduction in interest rate on Lloyds Commercial Instant Access Account from 0.70% to 0.60%
e) To note the transfer of £500 from the Village Hall Maintenance budget to the Village Hall Contingency budget to pay for hip repairs to the village hall
f) To discuss the budget
g) To approve the monthly accounts statements, Bank Reconciliations, Payments and Receipts Schedules and new invoices for payment.

092(25) **Planning**
To receive and comment on planning application/s as Support, Object or Neutral:

a) **25/P/1557/FUH - Mill Farm, Station Road, Flax Bourton, BS48 1NG** - Proposed internal and external alterations to the existing property, works to include:- installation of new bespoke timber-framed secondary glazing units to all windows throughout the property. Installation of a new inner door behind the existing front door and an additional pair of inward opening doors to the rear elevation. Enclosure of the existing porches to the south-east and south-west elevations with new timber-framed structures. Upgrading of the existing pitched roofs to include new modern insulation, and soft wood battens, re-laying the existing tiles whilst replacing any damaged tiles with matching reclaimed tiles.

b) **25/P/1558/LBC - Mill Farm, Station Road, Flax Bourton, BS48 1NG -** Listed building consent for proposed internal and external alterations to the existing property, works to include:- installation of new bespoke timber-framed secondary glazing units to all windows throughout the property. Installation of a new inner door behind the existing front door and an additional pair of inward opening doors to the rear elevation. Enclosure of the existing porches to the south-east and south-west elevations with new timber-framed structures. Upgrading of the existing pitched roofs to include new modern insulation, and soft wood battens, re-laying the existing tiles whilst replacing any damaged tiles with matching reclaimed tiles.

c) Rubix Land - proposing an infrastructure-led sustainable urban extension of land east of Backwell.

d) Proposed Stopping up of highway at Cambridge Batch Garage, Weston Road, Long Ashton, BS48 3QR (SW/6112)

e) 25/P/1534/FUL - Grange Farmhouse, Main Road, Flax Bourton, BS48 3QJ - Replacement of existing dwelling, provision of extension and conversion of outbuilding into habitable accommodation together with associated external works.

093(25) **North Somerset Council Local Plan 2039/40**
To receive an update.

094(25) **North Somerset Council's Bus Service Improvement Plan**
To receive an update.

095(25) **Biodiversity Duty**
To discuss the Green Canopy Project and the Treeapp.

096(25) **Flooding**
To receive an update from Cllr Coombs.

097(25) **Flax Bourton Hub**
To receive an update from Cllr Coombs.

098(25) **Farleigh Green playing fields and playground**
To discuss the replacement of the junior (blue) swings and topsoil.

099(25) **Highways**

a) **A370 Safety Scheme** – To receive an update from Cllr Coombs
b) **Pavements and Footpaths** – To receive an update
c) **Public Rights of Way** – To receive an update
d) **Alternative path Belmont Estate –** to receive an update
e) **Stancombe Lane waste bin** – To receive an update
f) **Safe route to school** – To discuss the route to school
g) **Community land** – To receive an update
h) **Parish boundary sign and gateway signs** - To receive an update
i) **Email from resident with sign proposals -**pedestrian crossing and animal crossing sign requests for Station Road
j) **Highway drainage works –** social value outcomes result
k) **Application for consent –** street trading opposite Jubilee Inn
l) **Rerouting of cycle path** – to receive an update
m) **Email from resident** - rubbish collection Church Lane

100(25) **Quarry (Tarmac)**
To receive an update from Cllr Coombs.

101(25) **Defibrillators**

To receive an update.

102(25) **Assertion 10 (AGAR 2025/26) Digital and Data Compliance**
To discuss Assertion 10, to nominate the Clerk as a registrant for a gov.uk domain and to review and approve: Subject Access policy, GDPR email privacy notice, GDPR Councillor Contact Privacy Notice, GDPR Subject Access Request form, IT policy, GDPR Data map, Model Publication Scheme, GDPR data retention schedule and the Document retention policy.

103(25) **Clerk's Report**
To note the Clerk's Report.

104(25) **Community Governance Review**

105(25) **Local Devolution Programme**

106(25) **Date of the next Meeting**
To note the date of the next **Parish Council Meeting** as to be held on **10th November 2025** in the **Hall** at **Flax Bourton Primary School** at **7:30pm**.