Flax Bourton Parish Council

Minutes of the Parish Council Meeting held on 9th February 2026 commencing at 7:30pm in the Hall at Flax Bourton Primary School

Those present were noted as Councillors: Coombs, Crawford, Seaver and Apps and three members of the public

Also present Mrs H Nelson (Parish Clerk)

07:20pm Two members of the public arrived
07:28pm One member of the public arrived

174(25) **Apologies and Reasons for Absence**

District Councillor Waite gave her apologies, she is attending the Dundry PCM.

175(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.

176(25) **Public Forum Session**

One member of the public raised an issue that speed limits are not being indicated correctly on sat navs and asked the council to follow this up.

One member of the public raised concerns about the speed of traffic for people coming out of Church Lane. Further action needs to be taken at the Church and Church Lane.

The perennial issue of pot holes was raised. This issue lies with NSC.

Action: Clerk to investigate passwords for SIDs

Action: Cllr Coombs to contact Highways regarding updating sat nav information.

177(25) **Councillor Co-option**

The Parish Council has three vacancies. Cllr Seaver will write the next Quarterly article appealing for new councillors. A drop-in session was suggested.

Action: Cllr Seaver to write the next Quarterly article

178(25) **Minutes for Approval**

It was resolved to approve and sign the minutes of the Parish Council Meeting held on 12th January 2026 subject to the Clerk amending the Action in 162 to **Action**: Cllr Seaver to give some thought to holding ponds to see if it could be a practical proposition.

179(25) **Finance and Personnel**

a) Payments totalling £7.50 were ratified since the last meeting on 12th January 2026.
b) An internal auditor was approved (Quote A).
c) The purchase of a new defibrillator cabinet for outside the primary school was approved. Quote A for £695 + VAT.
d) The installation fee of the new defibrillator cabinet was approved and the purchase of spare pads. Quote 4 for £150 + VAT for installation.

   Action: Clerk to order new cabinet and spare pads
e) Quotes: for playground maintenance Quote A was approved, for grounds maintenance Quote A was approved with suggestion the Clerk contacts Quote C to check if they could do one off cuts if necessary, outside of the usual cutting period, and enquire as to sand for football pitch. For bin emptying Quote A was approved.

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f) A reduction in interest rate on The Charity Bank Account from 2.94% to 2.89% was acknowledged.

g) **It was resolved** to approve the new invoices totalling £2648.14 for online payment. The Bank Reconciliations, monthly accounts statements, Payments and Receipts Schedules and budget were also **received and authorised**.

Action: Clerk to notify companies regarding whether their quotes have been successful.

180(25) **Planning**
None received

181(25) **North Somerset Council Local Plan 2039/40**

The Local plan is now up to Year 2041. Consultation completed before Christmas. NSC are looking to get final feedback at the end of this month.

182(25) **North Somerset Council's Bus Service Improvement Plan (BSIP)**
Bus shelter by The Grange should be replaced by the end of March.

183(25) **Biodiversity Duty**

a) **River Kenn Survey Project.** Continued involvement.

184(25) **Flooding**
NSC have agreed to install an additional road gully on the A370 to prevent wheel splash at the western bus stop.

185(25) **Flax Bourton Hub**
The council to discuss with The Hub responsibility and maintenance of the sports pitch. In relation to the external WC plans have been drawn up and The Hub has obtained lottery funds for the works. The Council to pay the architect's fees. The Hub will pay the building regulation fees. Security of the two access doors was raised.
Action: Cllr Coombs to have discussions with The Hub regarding responsibility and maintenance of the sports pitch
Action: Council to liaise with The Hub regarding security

186(25) **Farleigh Green playing fields and playground**
Approval was given regarding filming of playing fields and village hall regarding a student short film subject to not disturbing residents in the corner of the field and discuss their proposal with us before going ahead.

The replacement tree for the Common Lime was decided upon (fastigiate oak) with a budget of not more than £400 plus planting. A previous planting quote was around £150.00.

187(25) **Highways**

a) **A370 Safety Scheme** – hoping to get phase two moving with the help of our MP.

b) **Pavements and Footpaths** – some of the pavements are seriously obstructed. Parish council has reported but individual complaints needed to

Chair …… **Date**……

NSC regarding cutting back of hedges. Village Orderly duties were discussed. Council to speak to VO regarding safe working.

c) **Public Rights of Way** – no update.
d) **Alternative path Belmont Estate** – no update.
e) **Stancombe Lane waste bin** – the Village Orderly has confirmed the bins are not being emptied. The Clerk has contacted Tarmac again.
f) **Safe route to school** – no update.
g) **Community Land –** awaiting legal advice. Parish Council to gauge local interest in a community working group and youth club.
h) **Parish Boundary sign and gateway signs** – the gateway signs have been ordered. The clerk has requested a new parish boundary sign.
i) **Email from resident with sign proposals** – no update.

The Parish Council has been advised that a resident has sent an email to District Councillor Annemieke Waite regarding their concerns regarding Station Road accessed from the Clevedon Road/Belmont Hill junction.

188(25) **Quarry (Tarmac)**
No update.

189(25) **Defibrillators**
New defibrillators have been installed at the village hall and the primary school. The council is awaiting the cabinet at Post Office Lane to be sealed before a new defibrillator can be installed. All of the new defibrillators will have Wi-Fi capability. The Wi-Fi has been connected to the village hall defibrillator, the council is awaiting a booster to be installed at the primary school in order to be able to use Wi-Fi capability. The Clerk has contacted the defibrillator guardians requesting they check the indicator light on the defibrillators monthly. The clerk will order spare pads.

190(25) **Assertion 10 (AGAR 2025/26) Digital and Data Compliance**
IT support and the domain registrar are in communication and the council is hoping that the updated, accessible, website and email addresses will be available by the end of March.

191(25) **Clerk's Report**
The Clerk's report was noted.

192(25) **Local Devolution Programme**
No update.

193(25) **Environment Agency email regarding withdrawal of river maintenance**
This appears to affect Belmont Estate, the Agricultural Society and a resident.

194(25) **Policies and Procedures**

195(25) **To note the meeting dates for next year**
The dates were confirmed

196(25) **Date of the next Meeting**
To note the date of the next **Parish Council Meeting** as to be held on **9th March 2026** in the **Hall** at **Flax Bourton Hub** at **7:30pm**.

Meeting ended at 9:05pm

3 members of the public left 9:18pm

Chair …… **Date**……

FLAX BOURTON PARISH COUNCIL

PAYMENT SCHEDULE: PAYMENTS & RECEIPTS FOR FEBRUARY 2026

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
HP Instant Ink	25:145	Printer ink cartridge	11/2/2026	DD	£5.41	£1.08	£6.49		
Google Workspace	25:143	Google Workspace 1-31 Jan 26	6/2/2026	DD	£8.40	£0.00	£8.40		
Tesco Mobile	25:142	Monthly charge for phone	22/2/2026	DD	£7.48	£0.00	£7.48		
Tesco Mobile	25:148	New contract - first payment	5/2/2025	CARD	£7.50	£0.00	£7.50		
Corporate Cleaning Services	25:139	Dog Bin and Farleigh Green Collections Jan 26	10/2/2026	BACS	£185.00	£0.00	£185.00		
CPS Grounds	25:140	Grounds Maintenance-field- Feb 26 (S106)	10/2/2026	BACS	£400.95	£80.19	£481.14		
Helen Nelson	25:144	Clerk's Salary Feb 26	28/2/2026	SO	[redacted]				
VO Salary	25:141	VO's hours Feb 26 (Jan hrs)	10/2/2026	BACS					
One Drive	25:147	Backup storage	15/2/2026	DD	£1.66	£0.33	£1.99		
HMRC	25:133	Period 9	20/1/2026	CARD	£151.18	£0.00	£151.18		
Starboard Systems Limited	25:137	Scribe Accounts renewal	10/2/2026	BACS	£444.00	£88.80	£532.80		
ALCA	25:138	DP for Councillors Training x 2	10/2/2026	BACS	£48.00	£0.00	£48.00		
Lloyds Bank plc	25:146	Monthly Service charge	19/2/2026	DD	£4.25	£0.00	£4.25		
				TOTAL	**£2,485.24**	**£170.40**	**£2,655.64**		

Transfers Commercial Instant Access Account to Community Account

Details	Date transferred	Amount	Notes
For bills	09/02/2026	2700	
		TOTAL	**£2,700.00**

Invoices out

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