Flax Bourton Parish Council

Minutes of the Parish Council Meeting held on 13th April 2026 commencing at 7:30pm in the Hall at Flax Bourton Hub

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

Also present Mrs H Nelson (Parish Clerk)

7.25pm Three members of the public arrived
7:34pm Cllr Seaver arrived

001(25) **Apologies and Reasons for Absence**

District Councillor Waite gave her apologies; she was called away last minute. Cllr Apps gave his apologies due to holiday.

002(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.

003(25) **Public Forum Session**

004(25) **Councillor Co-option**

A resident has expressed an interest in joining the Parish Council. They have submitted a form. Sue McKinney was nominated to be co-opted onto the Parish Council by Cllr Coombs and Cllr Crawford seconded and was invited to join the Parish Council.

005(25) **Minutes for Approval**

It was resolved to approve and sign the minutes of the Parish Council Meeting held on 9th March 2026

006(25) **Finance and Personnel**

a) Payments totalling £490.87 since the last meeting on 9th March 2026 were ratified.
b) The addition of VAT to bin emptying invoices going forwards, as a result of the provider's VAT registration, was acknowledged.
c) New swing quotes were considered and a contractor was approved. Costs are covered by North Somerset Council and Stancombe Quarry.

   Action: Clerk to notify successful contractor
d) Annual Governance & Accountability Return 2025-2026 The Clerk reported that AGAR documents are being prepared ready for approval at the next meeting. Members **confirmed** that there are no Conflicts of Interest with BDO LLP and the relevant **form** was duly **signed** by the Chair and the Clerk
e) **It was resolved** to approve the new invoices totalling £4,292.62 for online payment. The Bank Reconciliations, monthly accounts statements, Payments and Receipts Schedules were also **received and authorised**.

007(25) **Planning**

a) **26/P/0552/FUH - 68 Rosemount Road, Flax Bourton, BS48 1UQ** - Proposed erection of a single storey side/rear wraparound extension.
   Action: Clerk to comment as neutral on NSC's website

008(25) **North Somerset Council Local Plan 2041**

The next step is that the planning inspector will review the strategic plan.

Chair …… **Date**……

009(25) **North Somerset Council's Bus Service Improvement Plan (BSIP)**
The X7 bus service has been cancelled. The government subsidy has been reduced. Cllr Coombs has asked MP Sadiq Al-Hassan recently about the capital grant to improve access to bus stops. The MP contacted NSC and NSC reiterated the fact the Parish Council does not qualify for funds under the highways programme but NSC have not responded to the BSIP request.
Action: Cllr Coombs to contact the MP and question BSIP option again.

010(25) **Biodiversity Duty**
No update.

011(25) **Flooding**
The works on A370 have been successful. Quarry silt is an ongoing issue. Various residents within the village regularly clear leaves to prevent flooding. There are flooding issues at the Bourton Coombe junction.
Action: Cllr Coombs to contact Cllr Waite regarding flooding issues

012(25) **Flax Bourton Hub**
An externally accessed WC is planned for the Hub. Plans have been submitted to building control and tenders have been sent out to building companies.

013(25) **Farleigh Green playing fields and playground**
The tree quote has been received and the Parish Council agreed for the tree to be planted. A suggestion was been made regarding a dedication.
Action: Clerk to contact tree surgeon confirming

014(25) **Highways**

a) **Cancellation of the X7 bus service –** the service has been replaced by an airport service but this does not stop in Flax Bourton and potentially affects many more people than NSC have taken into account.
Action: Chair to discuss with NSC Leader.
b) **A370 Safety Scheme** – no update
c) **Pavements and Footpaths** –the quarry have been asked to clear up the silt but there has been no follow up. There have been reports of contractors speeding.
The pavement from the west end of village up to Backwell Farleigh overgrows once the season starts. The LA suggests that the Parish Council might want to pay for a works gang three times a year to side out pavements, clear out road gullies and would cost the Parish Council in the region of £1,000. The Parish Council has said they will join the trial. The siding out wouldn't happen until September so the Parish Council will have to arrange cutting back of the soft weed growth themselves again around May.
Action: Clerk to get quotes.

d) **Public Rights of Way** – no update.
e) **Alternative path Belmont Estate** – there is a footpath diversion around watercress farm and the proposed closure of the diagonal path from the railway bridge down to the stream. The Parish Council suggested reopening the footpath along the railway. Belmont Estate have advised us that they are

Chair …… **Date**……

not prepared to open any new footpaths. The Parish Council have asked them to reconsider.

f) **Stancombe Lane waste bin** – the bins are being emptied by the Village Orderly. The Clerk has emailed Tarmac reminding them to schedule bin collections.

g) **Community Land –** the Parish Council has concerns regarding the adoption of the car park. Cllr Coombs and the Clerk to have a discussion with legal advisor.

h) **Safe route to school** – refer back to 014 c) above.

i) **Parish Boundary sign and gateway signs** – the gateway signs should be installed this week and parish boundary sign has been requested.

j) **Station Road –** there have been pedestrian and safety concerns.
Action: Cllr Coombs to follow up regarding a path through the showground.

k) **Email regarding missing Church Lane Road sign -** the Clerk has requested a new sign from NSC.

l) **Village trough and east end sign opposite Jubilee Inn** - a resident has offered to replant the trough and the Clerk has requested the corroded poles attached to the sign be replaced by NSC.
Action: Clerk to contact resident confirming the Parish Council is happy to help with replanting the trough and clearing the area.

015(25) **Quarry (Tarmac)**
No update.

016(25) **Defibrillators**
A new cabinet has been installed outside Flax Bourton Primary school. The old cabinet has been sent to be repurposed. The two old defibrillators have been sent to a company for safe disposal.

017(25) **Assertion 10 (AGAR 2025/26) Digital and Data Compliance**
Our IT support is working on updating the website and creating email addresses for the Clerk and councillors.

018(25) **Clerk's Report**
The Clerk's report was noted.

019(25) **Local Devolution Programme**
See above 014 c).

020(25) **Policies and Procedures**

021(25) **Date of the next Meeting**
To note the date of the next **Parish Council Meeting** as to be held on **11th May 2026** in the **Hall** at **Flax Bourton Hub** at **7:30pm**.

Meeting ended at 9:17pm

9:20pm Two members of the public left

Chair …… **Date**……

FLAX BOURTON PARISH COUNCIL

PAYMENT SCHEDULE: PAYMENTS & RECEIPTS FOR APRIL 2026

Receipts

Name	Receipt no	Details	Date received	Method	Net Amount	VAT	Total	Notes	Minute agreed
Lloyds Bank	25:R26	Interest	9/3/2025	BACS	£19.37	£0.00	£19.37		
The Charity Bank	25:R28	Interest	31/3/2026	BACS	£125.74	£0.00	£125.74		
NSC	25:R27	Stancombe grant for new swings	31/3/2026	BACS	£2,532.82	£0.00	£2,532.82		
NSC	26:01	Precept	10/4/2026	BACS	£16,500.00	£0.00	£16,500.00		
				TOTAL	**£19,177.93**	**£0.00**	**£2,677.93**		

Payments

Name	Invoice no	Details	Payment date	Method	Net Amount	VAT	Total	Notes	Minute agreed
HMRC	25:164	Month 11 PAYE	16/3/2026	BACS	£158.69	£0.00	£158.69	To be ratified	
Helen Nelson	25:162	Book of 2nd class stamps	16/3/2026	BACS	£6.96	£0.00	£6.96	To be ratified	
Helen Nelson	25:163	Paper and envelopes	16/3/2026	BACS	£9.98	£0.00	£9.98	To be ratified	
ALCA	25:165	DP training A Crawford	18/3/2026	BACS	£35.00	£0.00	£35.00	To be ratified	
ALCA	25:166	DP training P Seaver	18/3/2026	BACS	£35.00	£0.00	£35.00	To be ratified	
ALCA	25:168	DP training C Apps	18/3/2026	BACS	£35.00	£0.00	£35.00	To be ratified	
ALCA	25:167	FOI training H Nelson	18/3/2026	BACS	£35.00	£0.00	£35.00	To be ratified	
Frank Payne	25:155	VO's salary March 26	11/3/2026	BACS				To be ratified	
HP Instant Ink	26:01	Printer ink cartridge	11/4/2026	DD	£5.41	£1.08	£6.49		
Google Workspace	26:02	Google Workspace 1-31 March 26	6/4/2026	DD	£8.40	£0.00	£8.40		
Corporate Cleaning Services	26:03	Dog Bin and Farleigh Green Collections Mar 26	14/4/2026	BACS	£190.00	£38.00	£228.00		
CPS Grounds	26:04	Grounds Maintenance-field- April 26 (S106)	14/4/2026	BACS	£400.95	£80.19	£481.14		
Helen Nelson	26:05	Clerk's Salary April 26	30/4/2026	SO					
Frank Payne	26:06	VO's salary April 26	14/4/2026	BACS					
One Drive	26:07	Backup storage	15/4/2026	DD	£1.66	£0.33	£1.99		
HMRC	26:08	Month 12 PAYE	14/4/2026	BACS	£150.49	£0.00	£150.49		
Helen Nelson	26:09	Postage for old defibs for recycling	14/4/2026	BACS	£7.17	£1.43	£8.60		
ALCA	26:10	E learning A Crawford	14/4/2026	BACS	£14.00	£0.00	£14.00		
ALCA	26:12	E learning C Apps	14/4/2026	BACS	£14.00	£0.00	£14.00		
ALCA	26:11	E learning P Seaver	14/4/2026	BACS	£14.00	£0.00	£14.00		
ALCA	26:17	ALCA/ NALC subs	14/4/2026	BACS	£200.18	£0.00	£200.18		
Daniel Hawkins	26:13	Installation of defib cabinet primary school	14/4/2026	BACS	£120.00	£24.00	£144.00		
GB Sport	26:14	Operational playground inspection	14/4/2026	BACS	£37.00	£7.40	£44.40		
GB Sport	26:15	Surface gap filling playground	14/4/2026	BACS	£1,440.00	£288.00	£1,728.00		
Lloyds Bank plc	26:16	Monthly Service charge	19/4/2026	DD	£4.25	£0.00	£4.25		
				TOTAL	**£4,343.06**	**£440.43**	**£4,783.49**		

Transfers Commercial Instant Access Account to Community Account

Details	Date transferred	Amount	Notes
For bills	13/4/2026	4300	
		TOTAL	**£4,300.00**

Invoices out

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