Flax Bourton Parish Council

Minutes of the Annual Meeting of the Parish Council held on 8th June 2026 commencing at 7:30pm in the Hall at Flax Bourton Hub

Those present were noted as Councillors: Coombs, Seaver, Apps, McKinney and five members of the public
Also present Mrs H Nelson (Parish Clerk)

039(26) **Apologies and Reasons for Absence**
District Cllr Waite sent her apologies. She is attending a Parish Council meeting in Dundry. Cllr Crawford has sent her apologies. She is unable to attend due to personal reasons.

040(26) **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.

Cllr Apps arrived at 7:35pm

041(26) **Public Forum Session**
A member of the public has accessibility issues and has met with Sadik Al Hassan regarding accessibility issues on Station Road.

The chairman brought forward 45b):

45b) 26/P/1010/PIP -Land At Former Flax Bourton Railway Station, Clevedon Road, Flax Bourton
Permission in principle for the erection of minimum no. 1 dwelling house to maximum no. 1 dwelling house.

The Council raised the following grounds for objection:

- the site is in green belt
- development will have impact on the openness of the green belt
- the site is outside of the development boundary of Flax Bourton as outlined in the submitted Local Plan.
- the site is not considered to be in a sustainable location due to inadequate pavements to bus stops.
- the site is not considered to have a safe route to school.
- the indicated site boundary is understood to be disputed by the neighbouring residential property.

The chairman paused standing orders to allow public engagement in the discussion.

Issues raised:

- The planning officer's report in previous application 15/P/2355/LDE concludes that the station yard is 'Nil Use' in planning terms and that a full planning application is required for any development.
- It is understood that that a 'Nil Use' site does not benefit from permitted development rights.
- Access to the established use turning circle in the station forecourt has been recently blocked by the installation of high security gates across the roadway.
- The previously wooded area covering the application site which provided foraging for the identified bats has recently been completely cleared.
- The remainder of the yard and access road which have been subject to recent development

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adjacent to the proposed site, have been excluded from the application boundary.

Action: The Council resolved to OBJECT to this application on the above grounds with additional comments based on the discussion:

Three members of the public left at 8:19pm.

042(26) **Councillor Co-option**
A member of the public enquired about joining the Council.

043(26) **Minutes for Approval**
It was resolved to approve and sign the minutes of the Parish Council Meeting held on 11th May 2026

044(26) **Finance and Personnel**

a) Payments totalling £1428.52 since the last meeting on 11th May 2026 were ratified.

b) **It was resolved** to approve the new invoices totalling £3,820.80 for online payment. The Bank Reconciliations, monthly accounts statements, Payments and Receipts Schedules were also **received and authorised**.

045(26) **Planning**

a) 26/P/0931/FUL - The Jubilee Inn, Main Road, Flax Bourton, BS48 3QX
Proposed Change of Use from a Public House (Sui Generis Use) to a Farm Shop and Cafe/Bar (Class E Use) at ground floor level together with new office accommodation/meeting space at first floor level and minor external alterations to include:- New glazed oak entrance portico to replace smaller entrance lobby and existing door and window to be replaced by Upvc bi-fold doors. 3no. windows to be replaced with longer windows but within the same aperture; and lowering of external wall to the South elevation.
Action: Clerk to comment that the Council agreed to strongly support this application on the basis that it provides a much-needed facility for the village.

046(26) **North Somerset Council's Bus Service Improvement Plan (BSIP)**
The council have put in a request to the cycling officer to implement part of the existing road safety improvement plan (extend the spur of the cycle path continued the cycle path along the verge to the jubilee to cross over to an island).

047(26) **Flax Bourton Hub**
The leading two quotes were scrutinised by the finance officer who recommended Quote A.
Action: Clerk to recommend the successful quote to the Hub. Clerk to notify others.

048(26) **Farleigh Green playing fields and playground**

The Parish Council considered a policy for the use of the playing at Farleigh Green. The field adjoining the village hall is owned by Flax Bourton Parish Council and is classed as Permitted Open Space for the enjoyment of the community but is not Public Open Space. The use of the field is at the discretion of the Parish Council. It has been agreed with the Hub CIO that the squared off section of grass outside the main entrance of the hall can be included in the hall hire together with a 3-metre margin around the hall, still maintaining public access along the existing path. The marked-out sports pitch can be hired separately for organised sports only, but this does not include the rest of the field. The public liability insurance of the Parish Council does not cover organised events. Organised community events on the field may be permitted at the discretion of the Parish Council subject to evidence by the organisers of events insurance and a nominated person supervising the event at all times. The field is not available for privately organised events to which the public does not have access. Any activities on the field must not impose unacceptably on neighbouring residences.

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The council has been asked to approve a booking request which includes the use of the field. The council decided that the booking could go ahead under strict conditions that the sports pitch was be used only for sporting activities. No vehicles were to access the field and that catering facilities would be restricted to the car park.
Action: Clerk to advise the Hub

049(26) **Highways**

a) **A370 Safety Scheme** – no update
b) **Pavements and Footpaths** –three quotes were sought for the clearing of vegetation between Backwell Farleigh and the bus stop near Post Office Lane. Quote C was approved. Backwell Parish Council will pay half of the fee.
Action: clerk to contact the successful company notifying them. Clerk to remind adjacent landowners that the hedges are beginning to overlap the footpath and need to be cut back.
c) **Public Rights of Way** – no update.
d) **Stancombe Lane waste bin** – no update.
e) **Community Land –** no update.
Action: Clerk to issue an update on social media – things are progressing and the council is trying to resolve legal issues regarding boundaries.
f) **Parish Boundary sign** – NSC have confirmed there is no budget in this financial year for a new sign. Item to removed going forward.
g) **Station Road –** no update.
h) **Village trough and east end sign opposite Jubilee Inn** – the trough cannot be moved.
Action: Clerk to contact member of public, who kindly offered to plant the trough, confirming that they can populate the trough in situ.
i) **Suggested construction of wall with flowers at the end of Post Office Lane**. The council agreed that this area should be tidied and planted instead.

050(26) **Quarry (Tarmac)**
No update.

051(26) **Assertion 10 (AGAR 2025/26) Digital and Data Compliance**
The new website and email addresses are not available yet.

052(26) **Clerk's Report**
The Clerk's report was noted.

053(26) **Date of the next Meeting**
To note the date of the next **Parish Council Meeting** as to be held on **13th July 2026** in the **Hall** at **Flax Bourton Hub** at **7:30pm**.

Meeting ended at 9:10pm

Chair …….. **Date**……..

FLAX BOURTON PARISH COUNCIL

PAYMENT SCHEDULE: PAYMENTS & RECEIPTS FOR JUNE 2026

Receipts

Name	Receipt no	Details	Date received	Method	Net Amount	VAT	Total	Notes	Minute agreed
NSC	26:R05	VO grant	15/5/2026	BACS	£106.75	£0.00	£106.75		
Lloyds Bank	26:R04	Interest	11/5/2026	BACS	£27.14	£0.00	£27.14		
				TOTAL	**£133.89**	**£0.00**	**£133.89**		

Payments

Name	Invoice no	Details	Payment date	Method	Net Amount	VAT	Total	Notes	Minute agreed
HP Instant Ink	26:37	Printer ink cartridge	11/6/2026	DD	£5.41	£1.08	£6.49		
Google Workspace	26:36	Google Workspace 1-31 May 26	5/6/2026	DD	£8.40	£0.00	£8.40		
CPS Grounds	26:33	Grounds Maintenance-field- May 26 (S106)	9/6/2026	BACS	£400.95	£80.19	£481.14		
Frank Payne	26:34	VO's salary June 26	9/6/2026	BACS	[redacted]				
Helen Nelson	26:25	Clerk's salary May 26	1/6/2026	BACS					
Helen Nelson	26:42	Clerk's salary June 26	30/6/2026	BACS					
Tesco mobile	26:35	Clerk's mobile phone	15/6/2026	DD	£2.50	£0.00	£2.50		
Clear Insurance	26:31	Insurance renewal	21/5/2026	BACS	£1,428.52	£0.00	£1,428.52		
One Drive	26:39	Backup storage	15/6/2026	DD	£1.66	£0.33	£1.99		
Bristol Tree Care	26:40	New tree, planting - Farleigh Green	9/6/2026	BACS	£770.00	£154.00	£924.00		
Lloyds Bank plc	26:38	Monthly Service charge	19/6/2026	DD	£4.25	£0.00	£4.25		
				TOTAL	**£5,013.72**	**£235.60**	**£5,249.32**		

Transfers Commercial Instant Access Account to Community Account

Details	Date transferred	Amount	Notes
For bills	4/6/2026	4000	
		TOTAL	**£4,000.00**

Invoices out

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