Flax Bourton Parish Council

Minutes of the Parish Council Meeting held on 12th October 2026 commencing at 7:30pm in the Hall at Flax Bourton Hub

Those present were noted as Councillors: Coombs, Seaver, Apps, McKinney, Littleton and one member of the public

Also present Mrs H Nelson (Parish Clerk)

7:25pm one member of the public arrived

069(26) **Apologies and Reasons for Absence**

District Councillor Waite sent her apologies due to personal reasons. Apologies from Cllr Crawford who has another engagement.

070(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.

071(26) **Public Forum Session**

A member of the public said that there is an issue for wheelchair users at the end of Church Lane / Parsons Mead (snicket) because of split tarmac.

072(26) **Councillor Co-option**

073(26) **Minutes for Approval**

It was resolved to approve and sign the minutes of the Parish Council Meeting held on 13th July 2026

074(26) **Finance and Personnel**

a) Payments totalling £10,270.63 since the last meeting 13th July 2026 were ratified.

b) The completion of the Annual Governance & Accountability Return 2025-2026 was noted and External Auditor's report was received.

c) The budget was discussed for next year. Provisional Budgeted Tree inspection £600 and £1,000 for tree surgery. The council agreed to increase the ringfenced amount from £17,000 to £20,000 for A370 traffic calming measures. Budget for the playground was discussed later in the meeting.

d) **It was resolved** to approve the new invoices totalling £6,138.80 for online payment. The Bank Reconciliations, monthly accounts statements, Payments and Receipts Schedules were also **received and authorised**.

075(26) **Planning**

To receive and comment on planning application/s as Support, Object or Neutral:

No applications received.

076(26) **North Somerset Council's Bus Service Improvement Plan (BSIP)**

No update.

077(26) **Flax Bourton Hub**

The new WC is almost completed. Awaiting decoration.

078(26) **Farleigh Green playing fields and playground**

Repairs to the trim trail and upgrade to play equipment for next year's budget was discussed. Play area maintenance was suggested at £3,000 and play area renewal of equipment £3,540. Approval

Chair …… **Date**……

was given to the purchase of a new slow close gate, as recommended by the safety inspection, and remedial works. The Clerk has contacted Playdale regarding the replacement logs for the monkey bars and the inclined twine.

079(26) **Highways**

a) **A370 Safety Scheme** – The Chairman will discuss with District Cllr Waite. The PC is keen to have a 20mph limit through the village with low noise tarmac.
b) **Pavements and Footpaths** – Cllr Coombs, Cllr Littleton and the Clerk had a positive meeting with the Area Officer recently. The Clerk has filled out some requests on My Portal and the Area Officer will allocate them to the relevant teams.
Action: Clerk to log the issue for wheelchair users at the end of Church Lane / Parsons Mead, mentioned in the Public Forum, on NSC's website.
c) **Disabled access**- Highways have agreed to improve encroachment on footpath on A370 which affects wheelchair users. The uneven surface at the bottom of Church Lane will be reported.
d) **Public Rights of Way** – no update
e) **Stancombe Lane waste bin** – there has been rubbish dumped near the bins. The bins are still overflowing, one is detached from its stand and rubbish has been dumped in the adjacent property.
f) **Community Land –** NSC waiting to hear back from Lighthouse Partnership regarding the car park. There are lots of issues to resolve. The boundary fence is in the wrong position. The plans are inaccurate. The PC has asked the law firm advising to pause working on the case of the community land and that the PC will liaise with NSC themselves. The Parish Council agreed that it is not prepared to take on the car park. The PC will budget a further £4,000 for legal fees for next year. The PC will budget £5,000 for initial works.
g) **Renovation of the flower bed at the end of Post Office Lane** – issues relating to parking and obstruction of sight line were discussed.
h) **The use of weedkiller in the village –** the Parish council is against the use of glyphosate and similar weedkillers in the village. A minimum toxic weedkiller is permitted on the football pitch.
Action: Clerk to contact Glendales to see if they can replace Glyphosate with less toxic weedkillers.
i) **Litter picking –** the parish council is happy that the village orderly maintains clear pavements in the village and North Somerset Council cover the arterial routes. It was suggested that parishioners should be encouraged to pick up litter in the countryside. To be removed from the agenda next month.

080(26) **Quarry (Tarmac)**
Members of the council will be meeting with the new Quarry Manager and Area manager in November.

081(26) **Clerk's Report**
The Clerk's report was noted.

082(26) **Date of the next Meeting**
To note the date of the next **Parish Council Meeting** as to be held on **9th November 2026** in the **Hall** at **Flax Bourton Hub** at **7:30pm**.

Meeting ended at 9:26pm

9:26pm one member of the public left

DRAFT

Chair …… **Date**……

FLAX BOURTON PARISH COUNCIL

PAYMENT SCHEDULE: PAYMENTS & RECEIPTS FOR AUGUST, SEPTEMBER & OCTOBER 2026

Receipts

Name	Receipt no	Details	Date received	Method	Net Amount	VAT	Total	Notes	Minute agreed
Lloyds Bank	26:R09	Interest	10/8/2026	BACS	£23.08	£0.00	£23.08		
North Somerset Council	26:R10	Precept	4/9/2026	BACS	£16,500.00	£0.00	£16,500.00		
Lloyds Bank	26:R11	Interest	9/9/2026	BACS	£20.02	£0.00	£20.02		
Charity Bank	26:R13	Interest	30/9/2026	BACS	£129.37	£0.00	£129.37		
Lloyds Bank	26:R12	Interest	9/10/2026	BACS	£23.64	£0.00	£23.64		
				TOTAL	**£16,696.11**	**£0.00**	**£16,696.11**		

Payments

Name	Invoice no	Details	Payment date	Method	Net Amount	VAT	Total	Notes	Minute agreed
Glendale	26:55	Strim undergrowth A370	21/7/2026	BACS	£378.00	£75.60	£453.60	to be ratified	
SLCC	26:56	ILCA course - Clerk	21/7/2026	CARD	£140.00	£28.00	£168.00	to be ratified	
ICO	26:57	Renewal fee -Data Protection Registration	29/7/2026	DD	£47.00	£0.00	£47.00	to be ratified	
GB Sport	26:59	New swings	17/8/2026	BACS	£2,909.50	£581.90	£3,491.40	to be ratified	
GB Sport	26:69	Removal of old swings and installation	17/8/2026	BACS	£2,100.00	£420.00	£2,520.00	to be ratified	
BDO	26:80	External audit report	21/8/2026	BACS	£210.00	£42.00	£252.00	to be ratified	
Corporate Cleaning Services	26:62	Dog Bin and Farleigh Green Collections July 26	17/8/2026	BACS	£160.00	£0.00	£160.00	to be ratified	
Corporate Cleaning Services	26:71	Dog Bin and Farleigh Green Collections August 26	15/9/2026	BACS	£185.00	£0.00	£185.00	to be ratified	
Corporate Cleaning Services	26:81	Dog Bin and Farleigh Green Collections Sept 26	13/10/2026	BACS	£150.00	£0.00	£150.00		
HP Instant Ink	26:68	Printer ink cartridge	11/8/2026	DD	£5.41	£1.08	£6.49	to be ratified	
HP Instant Ink	26:77	Printer ink cartridge	11/9/2026	DD	£5.41	£1.08	£6.49	to be ratified	
HP Instant Ink	26:89	Printer ink cartridge	11/10/2026	DD	£5.41	£1.08	£6.49		
Google Workspace	26:60	Google Workspace 1-31 July 26	5/8/2026	DD	£8.40	£0.00	£8.40	to be ratified	
Google Workspace	26:75	Google Workspace 1-31 August 26	5/9/2026	DD	£8.40	£0.00	£8.40	to be ratified	
Google Workspace	26:86	Google Workspace 1-30 Sept 26	5/10/2026	DD	£8.40	£0.00	£8.40		
CPS Grounds	26:65	Grounds Maintenance-field-July 26 (S106)	17/8/2026	BACS	£400.95	£80.19	£481.14	to be ratified	
CPS Grounds	26:72	Grounds Maintenance-field-August 26 (S106)	15/9/2026	BACS	£400.95	£80.19	£481.14	to be ratified	
CPS Grounds	26:82	Grounds Maintenance-field-Sept 26 (S106)	13/10/2026	BACS	£400.95	£80.19	£481.14		
Frank Payne	26:63	VO's salary Aug 26	17/8/2026	BACS	[redacted]			to be ratified	
Frank Payne	26:73	VO's salary Sept 26	15/9/2026	BACS				to be ratified	
Frank Payne	26:83	VO's salary Oct 26	13/10/2026	BACS				Oct salary and backdated pay award to 1 Apr 26 - to be ratified	
Helen Nelson	26:64	Clerk's salary Aug 26	31/8/2026	BACS				to be ratified	
Helen Nelson	26:76	Clerk's salary Sep 26	30/9/2026	BACS				Sep salary and backdated pay award to 1 Apr 26 - to be ratified	
Helen Nelson	26:87	Clerk's salary Oct 26	31/10/2026	BACS					
HMRC	26:67	Month 3 PAYE	10/8/2026	CARD	£144.82	£0.00	£144.82	to be ratified	
HMRC	26:66	Month 4 PAYE	17/8/2026	BACS	£155.63	£0.00	£155.63	to be ratified	
HMRC	26:85	Month 5 PAYE	13/10/2026	BACS	£151.56	£0.00	£151.56		
HMRC	26:96	Month 6 PAYE	13/10/2026	BACS	£232.14	£0.00	£232.14		
Tesco mobile	26:61	Clerk's mobile phone Aug	15/8/2026	DD	£7.50	£0.00	£7.50	to be ratified	
Tesco mobile	26:74	Clerk's mobile phone Sept	15/9/2026	DD	£7.50	£0.00	£7.50	to be ratified	
Tesco mobile	26:84	Clerk's mobile phone Oct	15/10/2026	DD	£7.50	£0.00	£7.50		
One Drive	26:70	Backup storage Aug	15/8/2026	DD	£1.66	£0.33	£1.99	to be ratified	

One Drive	26:79	Backup storage Sept	15/9/2026	DD	£1.66	£0.33	£1.99	to be ratified	
One Drive	26:91	Backup storage Oct	15/10/2026	DD	£1.66	£0.33	£1.99		
Lloyds Bank plc	26:58	Monthly Service charge Aug	19/8/2026	DD	£4.25	£0.00	£4.25	to be ratified	
Lloyds Bank plc	26:78	Monthly Service charge Sept	19/9/2026	DD	£4.25	£0.00	£4.25	to be ratified	
Lloyds Bank plc	26:90	Monthly Service charge Oct	19/10/2026	DD	£4.25	£0.00	£4.25		
Helen Nelson	26:93	A4 paper and magnets	13/10/2026	BACS	£9.69	£1.94	£11.63		
Helen Nelson	26:88	Hazard tape	13/10/2026	BACS	£6.99	£0.00	£6.99		
GB Sport	26:92	Operational playground inspection	13/10/2026	BACS	£40.00	£8.00	£48.00		
CPRE	26:94	Annual Membership	13/10/2026	BACS	£36.00	£0.00	£36.00		
Chubb Bulleid	26:95	Legal fees relating to community land	13/10/2026	BACS	£2,284.00	£451.00	£2,735.00	Disbursements do not attract VAT (£29)	
				TOTAL	**£14,556.19**	**£1,853.24**	**£16,409.43**		

Transfers Commercial Instant Access Account to Community Account

Details	Date transferred	Amount	Notes
For bills	10/8/2026	5000	
For bills	12/8/2026	2500	
For bills	14/9/2026	5000	
For bills	10/10/2026	3000	
	TOTAL		**£15,500.00**

Invoices out

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