Flax Bourton Parish Council

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

Those present were noted as Councillors: Coombs, Crawford, Seaver, Apps, McKinney, Littleton, District Councillor Waite and one member of the public
Also present Mrs H Nelson (Parish Clerk)

054(26) **Apologies and Reasons for Absence**
None.

055(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.

056(26) **Public Forum Session**

057(26) **Councillor Co-option**
An application for co-option has been received. Cllr Coombs proposed Donna Littleton, Cllr McKinney seconded and the resolution was passed. A Declaration of Acceptance of Office was signed and witnessed and Cllr Littleton was co-opted.

058(26) **Minutes for Approval**
It was resolved to approve and sign the minutes of the Parish Council Meeting held on 8th June 2026

059(26) **Finance and Personnel**

a) Payments totalling £0 since the last meeting on 8th June 2026 were ratified.
b) **It was resolved** to approve the new invoices totalling £2,407.84 for online payment. The Bank Reconciliations, monthly accounts statements, Payments and Receipts Schedules were also **received and authorised**.

060(26) **Planning**
To receive and comment on planning application/s as Support, Object or Neutral:

a) 26/P/1132/LDP - 29 Parsons Mead, Flax Bourton, BS48 1UH - Certificate of lawful development for the proposed erection of a single storey detached garden room with a flat roof.
Action: Clerk to comment as neutral

b) **26/P/1348/NMA - 68 Rosemount Road, Flax Bourton, BS48 1UQ** - Non-material amendment to application 26/P/0552/FUH (Proposed erection of a single storey side/rear wraparound extension) to allow for a rear and side dimensional change from 1850mm to 2000mm.
Action: Clerk to comment as neutral

c) 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 dwellinghouse to maximum no. 1 dwellinghouse (Long Ashton)
This is being discussed at an NSC planning committee on Wednesday. Parish Council discussed local listing of the railway station.
Action: Clerk commented in objection following last month's PCM. Clerk to request local listing of the railway station. Cllr Seaver to provide some wording.

7:39pm Cllr Waite arrived

Chair …… **Date**……

061(26) **North Somerset Council's Bus Service Improvement Plan (BSIP)**
The council have asked Highways if funding is available under the capital program for improvement to pavements, road crossings and the cycleway. The council asked Cllr Waite to pursue this for the council. Cllr Littleton also highlighted the lack of access to the bus stop at Belmont Hill. Removing the X7 has caused multiple issues for people in the village. NSC have said that the X9 bus, which runs twice an hour from Nailsea to Bristol, has increased its usage since the X7 was cancelled so First Bus are considering a third run every hour. We have suggested that the additional service should be via Flax Bourton.

062(26) **Flax Bourton Hub**
The hub has had a grant, building consent and plans to create a disabled WC facility. The contract has been allocated and the builder needs to complete the works by September.

063(26) **Farleigh Green playing fields and playground**
The football pitch extension was discussed and approved.
Action: Clerk to contact the person confirming approval of extension providing it meets the criteria on Sport England website and suggesting they apply for a grant. Clerk also inform them that weedkillers are not to be used parks or playgrounds. The use of glyphosate was discussed. NSC use it minimally. It is a carcinogenic substance which the PC wishes to minimise.
Action: Clerk to add to September's agenda and to ask Glendale which streets are on their rota for spraying.

064(26) **Highways**

a) **A370 Safety Scheme** – no update
b) **Pavements and Footpaths** – the hedges have been cut on the section between Flax Bourton cricket club and Backwell Farleigh.
c) **Disabled access**- Cllr Littleton raised issues e.g. silt build up on pavements. Cllr Seaver suggested doing an audit and mapping out reported issues. Verges have spread out on to footpaths. The pavement opposite Bourton Combe needs reclaiming. The Parish gang might be able to make some headway. Cllr Waite will enquire regarding the public siding out and whether there would be insurance ramifications.
d) **Public Rights of Way** – request from Footpaths' Officer to regularly oversee condition of footpaths in the parish and report back to them.
Action: Cllr McKinney is happy to report back on the condition of footpaths in the village. Cllr Apps said that there are also running groups which may have information and he will enquire.
e) **Stancombe Lane waste bin** – no update.
f) **Community Land** – There have been ongoing discussions with the academy trust and the school.
g) **Station Road –** no update.
h) **Renovation of the flower bed at the end of Post Office Lane –** no update.

065(26) **Quarry (Tarmac)**
No update.

066(26) **Assertion 10 (AGAR 2025/26) Digital and Data Compliance**
The new website and email addresses are not available yet.

067(26) **Clerk's Report**
The Clerk's report was noted.

068(26) **Date of the next Meeting**
To note the date of the next **Parish Council Meeting** as to be held on **14th September 2026** in the **Hall** at **Flax Bourton Hub** at **7:30pm**.

Chair …… **Date**……

Meeting ended at 9:00pm

9:00pm One member of the public left

Chair …….. **Date**……..

FLAX BOURTON PARISH COUNCIL

PAYMENT SCHEDULE: PAYMENTS & RECEIPTS FOR JULY 2026

Receipts

Name	Receipt no	Details	Date received	Method	Net Amount	VAT	Total	Notes	Minute agreed
Lloyds Bank	26:R06	Interest	9/6/2026	BACS	£23.25	£0.00	£23.25		
Lloyds Bank	26:R08	Interest	9/7/2026	BACS	£22.69	£0.00	£22.69		
The Charity Bank	26:R07	Interest	30/06/2026	BACS	£127.05	£0.00	£127.05		
				TOTAL	**£172.99**	**£0.00**	**£172.99**		

Payments

Name	Invoice no	Details	Payment date	Method	Net Amount	VAT	Total	Notes	Minute agreed
Corporate Cleaning Services	26:32	Dog Bin and Farleigh Green Collections May 26	19/6/2026	BACS	£160.00	£0.00	£160.00		
Corporate Cleaning Services	26:46	Dog Bin and Farleigh Green Collections June 26	14/7/2026	BACS	£190.00	-£72.00	£118.00	VAT refund as they are not registered yet	
HP Instant Ink	26:52	Printer ink cartridge	11/7/2026	DD	£5.41	£1.08	£6.49		
Google Workspace	26:50	Google Workspace 1-30 June 26	5/7/2026	DD	£8.40	£0.00	£8.40		
CPS Grounds	26:47	Grounds Maintenance-field-June 26 (S106)	14/7/2026	BACS	£400.95	£80.19	£481.14		
Frank Payne	26:48	VO's salary July 26	14/7/2026	BACS	[redacted]				
Helen Nelson	26:51	Clerk's salary July 26	30/7/2026	BACS					
HMRC	26:43	Month 2 PAYE	14/7/2026	BACS	£222.48	£0.00	£222.48		
Tesco mobile	26:49	Clerk's mobile phone	15/7/2026	DD	£7.50	£0.00	£7.50		
One Drive	26:45	Backup storage	15/7/2026	DD	£1.66	£0.33	£1.99		
GB Sport	26:44	Annual playground and table tennis inspection	14/7/2026	BACS	£190.00	£38.00	£228.00		
Patricia Phillips	26:54	Plants and compost	29/6/2026	BACS	£54.88	£0.00	£54.88		
Lloyds Bank plc	26:53	Monthly Service charge	19/7/2026	DD	£4.25	£0.00	£4.25		
				TOTAL	**£2,520.24**	**£47.60**	**£2,567.84**		

Transfers Commercial Instant Access Account to Community Account

Details	Date transferred	Amount	Notes
For bills	8/7/2026	2600	
		TOTAL	**£2,600.00**

Invoices out

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