



BLEADON PARISH COUNCIL

Coronation Halls
Coronation Road
Bleadon. North Somerset. BS24 0PG

www.bleadonparishcouncil.co.uk
parishclerk@bleadonparishcouncil.co.uk

8th July 2026

Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 unless excluded by the Parish Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose.

Dear Councillor:

You are summoned to attend a Meeting of Bleadon Parish Council, to be held at the Coronation Hall, Coronation Road, Bleadon. BS24 0PG on Monday 13th July 2026 at 7.00pm, when the following business will be transacted.

C P Bolt

Parish Clerk & RFO

Before the meeting begins there will be a public participation session – *This session is open to the Public to present comments, observations, information, petitions or lead deputations and is the only time members of the public may participate. (Please note that the Council is unable to make formal decisions under this item LGA1972 Sch 12, paras 10(2)(b))*

- i) Members of the public.
- ii) Beat Managers Report
- iii) Ward Councillor's report.

A G E N D A

402.1 To receive **Apologies for Absence** (LGA 1972 s85 (1)).

402.2 To receive and consider an application to fill a casual vacancy by co-option from Mr A Reay.

402.3 **Declarations of Interest** on any agenda items.

402.4 **To approve and sign as a correct record the Minutes** of the Parish Council meeting on Monday 8th June 2026 (pages 5-8).

402.5 **Reports from Working Parties/Committees**
None

402.6 **Reports from Outside Bodies/Conferences/Training** – this item is an opportunity for Councillors to feedback on meetings or training they have attended. Where practicable, written reports will be provided.

402.7 **To note the training and events available and agree any attendance.**

- i) FREE Scribe Training <https://www.scribeaccounts.com/scribe-academy-training>
- ii) NALC virtual training <https://www.nalc.gov.uk/our-events/online-events>

402.8 Financial/Staffing Matters (pages 9-14)

1. To authorise bills for payment for July.
2. To note the Parish Council's end of June bank balances and bank reconciliation and end of June net position
3. To agree arrangements for the payment of bills in August.
4. To note the 1st Quarter Monitoring report.

402.9 Report of the Parish Clerk (pages 15-24).

Decision Items

1. Parish Clock autowinder – to authorise the Clerk to seek formal quotes for a replacement system.
2. Extension to the CCTV system – to authorise the Clerk, in consultation with the Chairman, to extend the CCTV system to improve coverage of Council assets.
3. Economic Development Support Fund – to propose a framework for the use and allocation of funds to North Somerset Council
4. Allotment plots reallocation – to consider a proposal to reallocate space at the allotments to three plots.
5. Somerset Council Regulation 20 Scoping Consultation for the Somerset Local Plan – to consider any comments the Council may wish to make prior to the deadline for responses on 24th July 2026.
6. Minor works – to authorise works to Jubilee Gardens and consider future arrangements in relation to the WI bench.
7. Action taken under delegated powers – to endorse the actions of the Clerk taken under delegated powers.

Information Items/Correspondence Received

1. Correspondence in relation to inspection of accounts.
2. Correspondence with various parties relating to the Bleadon sluice.
3. Correspondence with Avon & Somerset Constabulary relating to criminal activity and anti-social behaviour.
4. Correspondence with the Pensions Regulator relating to re-enrolment.
5. Application to Wickes Community Support programme in connection with play pit sand.
6. Correspondence and discussions with contractors in relation to toilet and play area works.
7. Correspondence and discussions in relation to the commencement of physical activity sessions using the new outdoor exercise equipment.

402.10 Update report in respect of previous planning applications considered by the Council.

402.11 To consider and comment upon the following planning applications:

Hybrid planning application (full and outline elements) with Environmental Statement for the expansion of Bristol Airport to enable a throughput of 15 million passengers per annum, operating within a rolling 12 month cap of 99,931 air transport movements and 4,974 night flights between the hours of 23:30 and 06:00. Full application elements comprising: extension of western apron for additional aircraft stands; reconfiguration of central and eastern aprons; construction of a passenger surface level car park for approximately 2,000 vehicles; eastern extension of existing runway by approximately 170m, with repositioned and additional aircraft approach lighting within Felton Common; taxiway and fillet widening to Taxiway GOLF with a realignment at the western runway end; construction of two new taxiways; extension of surface level car rental parking area; expansion of existing Silver Zone car park to provide an additional circa 1,960 block parked vehicle spaces; construction of new surface level staff car park for approximately 1,720 vehicles; highway improvements to the A38, including upgrades to northern access roundabout, construction of a new southern roundabout and widening of the road to accommodate an additional bus lane with dedicated access onto the A38. Outline application elements comprising of 3no. extensions to terminal building on west, north and east sides; construction of new piers to the west and east of the terminal including an

underground walkway; construction of ancillary support buildings; relocated and expanded aviation fuel farm; a pedestrian bridge link; erection of a new baggage building; erection of a maintenance repair and overhaul hangar and ground run up pen; construction of parking decks within Silver Zone car park and car rental facility; minor works within Silver Zone car park; construction of a bus maintenance and washing facility; site wide landscaping, drainage, lighting and other associated infrastructure.

Bristol Airport North Side Road Felton Wrington BS48 3DY

Ref. No: 26/P/0686/OU2 | Received: Thu 26 Mar 2026 | Validated: Mon 20 Apr 2026 | Status: Registered

Consultation Deadline: 28th June 2026

Section 73 application to vary condition 1 (plans) attached to 26/P/0103/S73 (Non-material amendment to application 07/P/2465/F(Erection of 18no purpose built industrial units for B1/B8 existing use following the demolition of existing buildings.) to enable a reduction in the approved height of the building and alterations to approved fenestration.

Show less description

Purn Farm Industrial Estate Bridgwater Road Bleadon Weston-super-Mare BS24 0AN

Ref. No: 26/P/1182/S73 | Received: Wed 03 Jun 2026 | Validated: Wed 03 Jun 2026 | Status: Registered

Consultation Deadline: 16th July 2026

402.12 Date of the next meeting(s):

- Parish Council Meeting Monday 14th September 2026, **7.00pm** at Coronation Hall



Avon and Somerset Police NEIGHBOURHOOD POLICING

June 1st till June30th 2026 Bleadon Neighbourhood Report

Calls Received 43

Other:7 Stalking:1 Assault:1 ANPR hit:8 Concern for safety:4 Theft:3 Road:6

Animal:1 Burglary:2 Abandoned 999:5 ASB:3 Assault:1 Abuse/neglect:1

Most crimes reported are isolated incidents which have occurred within dwellings and are unlikely to have any effect on the wider community.



Email: 8338@avonandsomerset.police.uk

Police Priorities/Action Undertaken/Advice/Upcoming events:

Please also see attached link for our street safe website [Report feeling unsafe in public spaces \(StreetSafe\) | Avon and Somerset Police](#). This is a great way to report areas you feel unsafe, this maybe inadequate lighting problems with any other issues , this is not a way of reporting please still use 101/999 or online



MINUTES OF A MEETING OF BLEADON PARISH COUNCIL HELD IN THE CORONATION HALL AT 7.00pm ON MONDAY 8TH JUNE 2026.

PRESENT:	Councillors Andy Scarisbrick (Chairman), ID Clarke, Jo Gower-Crane and Steve Sugg.
IN ATTENDANCE:	Craig Bolt (Parish Clerk)
WARD COUNCILLORS:	None
MEMBERS OF THE PUBLIC:	Three

Before the meeting was convened, members of the public were invited to speak.

i) **Members of the public**

In response to a question, an update was provided on the toilet refurbishment project. The Chairman invited members of the public to accompany Councillors on an inspection of the toilets at the conclusion of the meeting.

ii) **Beat Manager's Report**

For up-to-date information residents can keep in touch via the Avon & Somerset website or follow them on social media, Facebook "Weston & Worle Police" or Twitter "ASPNorthSom" or email 8338@avonandsomerset.police.uk

iii) **Ward Councillors' report**

None.

The meeting was convened.

401.1 To receive apologies for absence (LGA 1972 s85 (1))

Councillors noted the resignation of Dr Becci Wild and expressed their thanks for her service.

401.2 Declarations of Interest

None.

401.3 To approve and sign as a correct record the Minutes of the Parish Council meeting on Monday 11th May 2026.

Resolved: To approve the Parish Council minutes of 11th May 2026.

The resolution was correctly proposed and seconded (unanimous)

The minutes of the meeting were signed by the Chairman as a correct record.

401.4 Reports from Working Parties/Committees

None.

401.5 Reports from Outside Bodies/Conferences/Training

- Councillor Clarke provided an update in relation to recent meetings of the Hall Management Committee. Projects to upgrade and improve the heating system and Coronation Hall floor were noted.
- Councillors Sugg and Scarisbrick provided feedback in relation to a meeting with a representative of North Somerset Council Highways. It was noted that some progress had been made in relation to potential works at the intersection of Coronation Road, Celtic Way and Shiplate Road, with the possibility of work taking place within the current financial year. Progress in relation to other highways priorities was more limited and it had been agreed that a follow up meeting would take place within the next 5-6 weeks.

401.6 Training and Events

The availability of Scribe, ALCA and NALC training events was noted.

401.7 Financial/Staffing Matters

i) To authorise bills for payment for June.

It was noted that payments in the amount of £3,009.20 had been authorised by a majority of Councillors and actioned since the last Council meeting. The payments primarily related to the purchase of items with a considerable lead in period which formed part of the Summer planting scheme.

Resolved: To authorise the payments for June of £30,160.66, of which £3,009.20 had already been actioned.

The resolution was correctly proposed and seconded (unanimous)

(Councillors Clarke and Scarisbrick were duly authorised to action the online payments)

ii) To note the Parish Council's end of May budget position, bank balances and bank reconciliations.

The Parish Council's end of May position, bank balances and bank reconciliations were noted.

401.8 Report of the Parish Clerk

1. Acceptance of Physical Activity Grant

Councillors noted that a grant in the amount of £1,870 had been awarded by North Somerset Council to facilitate up to 22 trainer led sessions to encourage use of the new outdoor exercise equipment (which was due to be installed by 17th June 2026).

Resolved:

- i) That the physical activity grant in the amount of £1,870 be accepted.
- ii) That the Clerk be authorised to appoint an instructor and commit to the hire of the youth hall to deliver up to 22 sessions in accordance with the grant criteria.
- iii) That the Clerk be authorised to commit the Council to incidental expenditure in connection with the delivery of the grant claim, provided that such expenditure does not exceed £300.

The resolutions were correctly proposed and seconded (unanimous)

2. Parish Clock Repair

The Clerk advised that this matter was still with Smiths of Derby for consideration. Councillors requested that the Clerk seek quotes for a new autowinder system in the event that replacement of the system was recommended by Smiths of Derby.

Resolved: That the Clerk seek quotes relating to the potential replacement of the autowinder mechanism.

The resolution was correctly proposed and seconded (unanimous)

3. Minor Works

The Clerk advised that it had become necessary to remove the Bleadon information board on health and safety grounds. It was noted that the board would anyway have needed to be relocated to facilitate the installation of the new outdoor exercise equipment

Resolved: That the actions of the Clerk be endorsed and the Clerk further be authorised to relocate the information board, subject to the costs not exceeding £300.

The resolution was correctly proposed and seconded (unanimous)

4. Action Taken Under Delegated Powers

Councillors noted the following actions taken under delegated powers:

- Works to the churchyard to address uneven ground conditions.
- In consultation with the Chairman of Council and in accordance with the delegated authority previously approved by Council, to accept a quote for the repair of the slide unit deck in the amount of £700.
- Following discussions with Councillors, to enter into a 3 year contract for the supply of electricity to the toilets. It was noted that the arrangement had been brokered by Clear Utility Solutions, which was an organisation recommended by ALCA. It was noted that the revised arrangement would achieve a saving of £70 per annum compared to continuing with the current supplier but that energy prices were increasing across the board. The Council's new supplier would be Smartest Energy, with the new contract arrangements coming into effect on 8th July 2026.

Resolved: That the actions of the Clerk be endorsed.

The resolution was correctly proposed and seconded (unanimous)

401.9 Update report in respect of previous planning applications.

Councillor Clarke provided an update report in respect of planning applications determined and awaiting determination by North Somerset Council.

401.10 Planning Applications

[Hybrid planning application \(full and outline elements\) with Environmental Statement for the expansion of Bristol Airport to enable a throughput of 15 million passengers per annum, operating within a rolling 12 month cap of 99,931 air transport movements and 4,974 night flights between the hours of 23:30 and 06:00. Full application elements comprising: extension of western apron for additional aircraft stands; reconfiguration of central and eastern aprons; construction of a passenger surface level car park for approximately 2,000 vehicles; eastern extension of existing runway by approximately 170m, with repositioned and additional aircraft approach lighting within Felton Common; taxiway and fillet widening to Taxiway GOLF with a realignment at the western runway end; construction of two new taxiways; extension of surface level car rental parking area; expansion of existing Silver Zone car park to provide an additional circa 1,960 block parked vehicle spaces; construction of new surface level staff car park for approximately 1,720 vehicles; highway improvements to the A38, including upgrades to northern access roundabout, construction of a new southern roundabout and widening of the road to accommodate an additional bus lane with dedicated access onto the A38. Outline application elements comprising of 3no. extensions to terminal building on west, north and east sides; construction of new piers to the west and east of the terminal including an underground walkway; construction of ancillary support buildings; relocated and expanded](#)

aviation fuel farm; a pedestrian bridge link; erection of a new baggage building; erection of a maintenance repair and overhaul hangar and ground run up pen; construction of parking decks within Silver Zone car park and car rental facility; minor works within Silver Zone car park; construction of a bus maintenance and washing facility; site wide landscaping, drainage, lighting and other associated infrastructure.

Bristol Airport North Side Road Felton Wrington BS48 3DY

Ref. No: 26/P/0686/OU2 | Received: Thu 26 Mar 2026 | Validated: Mon 20 Apr 2026 | Status: Registered

Determination Deadline: Monday, 10th August 2026

Resolved: That Councillors submit their views to Councillor Gower-Crane for collation into a Council response prior to the deadline for submissions, which was understood to be 28th June 2026.

The resolution was correctly proposed and seconded (unanimous)

Certificate of lawful development for the proposed erection of a single storey side extension.

2 South Hill Cottages Bridgwater Road Bleadon Weston-super-Mare BS24 0BD

Ref. No: 26/P/0965/LDP | Received: Fri 08 May 2026 | Validated: Mon 18 May 2026 | Status: Registered

Determination Deadline: Monday, 13th July 2026

Resolved: That the application be noted.

The resolution was correctly proposed and seconded (unanimous)

401.11 Date of the next meeting

Parish Council Meeting **Monday 13th July 2026, 7:00pm** (Coronation Hall, Bleadon)

The Chairman closed the meeting at 8.21pm

.....Chairman

.....Date

Financial/Staffing Matters
13th July 2026

1. Bills for Payment

- 1.1 Bills for payment for July 2026 are attached at Appendix 1.
- 1.2 The most significant payment relates to the works to the play area and outdoor gym equipment by Caloo. There are still a small number of items requiring redress in relation to these works. However, there is nothing to suggest that these issues will not be appropriately addressed by Caloo or their subcontractors.
- 1.3 We Dig it SW Ltd has changed their bank details. This was not communicated to the Council prior to the June payment run. As a consequence, the June payment was not made to the contractor and the payment will be represented for July, as well as the July payment. This will mean that the online payments requiring authorisation will have two identical payments to the same contractor – although these payment will reference different invoice numbers.

Recommendations:

- i) That the bills for payment for July 2026 are approved.
- ii) That Councillors ID Clarke, Andy Scarisbrick and Steve Sugg be duly authorised to action the online payments.

2. Bank Balance and Bank Reconciliation

- 2.1 The Parish Council's end of June bank balances and bank reconciliation at the end of June are attached at Appendix 2.

Recommendation:

That the Parish Council's end of June bank balances and bank reconciliation and end of June net position are noted.

3. August Bills for Payment

- 3.1 The Council does not have a meeting scheduled for August. A mechanism for agreeing the payment of bills due in August will, therefore, need to be approved. The following process is proposed:

The Clerk will produce a Bills for Payment schedule in the second week of August and circulate it to all councillors.

Councillors will be asked to confirm their acceptance (or otherwise) of the schedule. If a majority of councillors confirm approval, Councillors Clarke, Scarisbrick and Sugg will have authority to approve the online payments through the Unity banking system. The April schedule will be reported to the September meeting of Council.

Recommendation: That the process for authorising the bills for payments for April be approved.

4. Quarter 1 Monitoring Report

- 4.1 The Quarter 1 outturn report is attached at Appendix 3, with explanatory notes. The most significant difference from projected budget relates to spend in relation to the toilet refurbishment project. This is because the original expectation was that 50% of the costs of the project would fall at the very end of the last financial year. There was a delay of a few weeks to the commencement of the project due to the need to revisit elements of the proposed works to meet Building Control requirements. This has resulted in the bulk of the spend in relation to the project falling into the 1st Quarter of the current financial year. This does not affect the availability of funding for the project as there was a corresponding underspend at the end of the last financial year, with the funds returned to reserves at year end and carried forward in to the current year. The amount of VAT able to be recovered in the current year will also be higher than originally anticipated.
- 4.2 With the exception of the above item, the spend profile is as expected for the 1st Quarter.

Recommendation:

That the 1st Quarter outturn be noted.

To Follow

Bleadon Parish Council

Prepared by: _____
Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

A	Bank Reconciliation at 30/06/2026		
	Cash in Hand 01/04/2026		145,928.61
	ADD Receipts 01/04/2026 - 30/06/2026		82,739.62
	SUBTRACT Payments 01/04/2026 - 30/06/2026		228,668.23
	Cash in Hand 30/06/2026 (per Cash Book)		70,199.19
B			158,469.04
	Cash in hand per Bank Statements		
	Petty Cash 30/06/2026	0.00	
	Bleadon Parish Council Current Ac 30/06/2026	11,493.42	
	Bleadon Parish Council Deposit Ac 30/06/2026	146,975.62	
B			158,469.04
	Less unrepresented payments		
			158,469.04
	Plus unrepresented receipts		
	Adjusted Bank Balance		158,469.04
	A = B Checks out OK		

Appendix 3

Bleadon Parish Council									
1st Quarter Monitoring Report									
All Cost Centres and Codes (Between 01/04/2026 and 30/06/2026)									
(1) Clerk & Administration									
Code	Title	Budgeted	Receipts Actual	Variance	Budgeted	Payments Actual	Variance	Net Position +/- Under/over spend	Notes
101	Salary & NI				22,320	5,882	16,438	16,438 (73%)	
102	Pension Provision				1,680	272	1,408	1,408 (83%)	
103	Homeworking Allowance				312		312	312 (100%)	1
104	Training (Officers & Councillors)				700		700	700 (100%)	
105	Office Supplies/Printing				500	70	430	430 (85%)	
106	Insurance				1,150	862	288	288 (25%)	
107	Audit Fees				1,100	375	725	725 (65%)	
108	Subscriptions				1,350	612	738	738 (54%)	
109	Bank Charges				200	36	164	164 (81%)	
110	IT & Mobile				1,299	310	989	989 (76%)	
111	Room Hire				650	264	386	386 (59%)	
112	Councilor Expenses				50		50	50 (100%)	
113	Chairman's Allowance				200		200	200 (100%)	
114	Travel/Mileage				450	167	283	283 (62%)	
	SUB TOTAL				31,960	8,851	23,110	23,110 (72%)	
(2) Contracted Services									
Code	Title	Budgeted	Receipts Actual	Variance	Budgeted	Payments Actual	Variance	Net Position +/- Under/over spend	Notes
201	Public Toilets				2,645		2,645	2,645 (100%)	2
202	Grounds Maintenance Contract				7,000	1,068	5,932	5,932 (84%)	
203	Environmental Services Contract				10,350	2,229	8,121	8,121 (78%)	
	SUB TOTAL				19,995	3,297	16,698	16,698 (83%)	
(3) Open Spaces									
Code	Title	Budgeted	Receipts Actual	Variance	Budgeted	Payments Actual	Variance	Net Position +/- Under/over spend	Notes
301	Ranger							(N/A)	
302	General Maintenance				13,500	940	12,560	12,560 (93%)	
303	Church Clock Maintenance				700	90	610	610 (87%)	
304	Defib				400		400	400 (100%)	
305	Waste Collections							(N/A)	
306	Grants & Donations				2,500	900	1,600	1,600 (64%)	
307	Parish Flora				2,500	356	2,144	2,144 (85%)	
308	Utilities (Energy & Water)				860	182	678	678 (78%)	
309	Churchyard memorials				400		400	400 (100%)	
	SUB TOTAL				20,860	2,468	18,392	18,392 (88%)	
(4) Community Engagement									
Code	Title	Budgeted	Receipts Actual	Variance	Budgeted	Payments Actual	Variance	Net Position +/- Under/over spend	Notes
401	Community Engagement				250		250	250 (100%)	
402	Editorship							(N/A)	
403	Printing				1,760	437	1,323	1,323 (75%)	3
404	Advertising Income							(N/A)	
	SUB TOTAL				2,010	437	1,573	1,573 (78%)	
(5) Play Areas									
Code	Title	Budgeted	Receipts Actual	Variance	Budgeted	Payments Actual	Variance	Net Position +/- Under/over spend	Notes
501	Maintenance Contracts							(N/A)	
502	Inspections				300	30	270	270 (90%)	4
503	Minor works				1,250	90	1,160	1,160 (92%)	5
	SUB TOTAL				1,550	120	1,430	1,430 (92%)	

(6) Allotments									
Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
601	Maintenance Contracts								(N/A)
602	Payments to Outside Bodies				150	70	80	80	(53%)
603	Minor works				800		800	800	(100%)
604	Water Supply				250		250	250	(100%)
605	Allotment Rent (Tenants)	1,050.00	60.00	-990.00				(990)	(-94%)
606	Deposit Scheme		300.00	300.00				300	(N/A)
	SUB TOTAL	1,050.00	360.00	-690.00	1,200	70	1,130	440	(19%)
(7) Projects									
Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
701	Regulding of Church Clock								(N/A)
702	Coronation Hall Environs - Phase 2								(N/A)
703	Toilets - Replacement				20,000	41,651	(21,651)	(21,651)	(-108%)
704	Play Area				40,000	31	39,969	39,969	(99%)
705	Transport - Minor Schemes				5,000		5,000	5,000	(100%)
706	Planting areas				5,000	2,676	2,324	2,324	(46%)
707	Parish Pump Refurbishment				2,000		2,000	2,000	(100%)
708	Church Rooms - Blinds				1,500	1,124	376	376	(25%)
709	Project Development Fund				7,000		7,000	7,000	(100%)
710	Website redesign				900		900	900	(100%)
711	Public Open Space				5,000		5,000	5,000	(100%)
	SUB TOTAL				86,400	45,481	40,919	40,919	(47%)
(8) Income									
Code	Title	Receipts			Payments			Net Position	
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
801	Precept	70,485.00	35,242.50	-35,242.50				(35,243)	(-50%)
802	Bank Interest	2,500.00	700.13	-1,799.87				(1,800)	(-71%)
803	CIL								(N/A)
804	Youth Club Rent	50.00		-50.00				(50)	(-100%)
805	Miscellaneous	300.00		-300.00				(300)	(-100%)
806	VAT	4,000.00	6,293.40	2,293.40				2,293	(57%)
807	Play area	40,143.59	40,143.59						(0%)
	SUB TOTAL	117,478.59	82,379.62	-35,098.97				(35,099)	(-29%)
Summary									
	NET TOTAL	118,528.59	82,739.62	-35,788.97	163,975	60,724	103,252	67,463	
	V.A.T.					9,475			
	GROSS TOTAL		82,739.62			70,199			
Notes									
1	This will be claimed and fully allocated before the end of the financial year.								
2	No spend to-date as toilets have been closed for refurbishment and bills for cleaning following refurbishment will fall in quarter 2. However, interim cleaning arrangements are twice the price of previous costs								
3	Additional print run undertaken in quarter 1 - slight overspend projected for year								
4	Inspection costs will increase due to introduction of outdoor gym equipment								
5	Maintenance costs associated with refurbishing slide unit and other aspects may be slightly higher than budget but Council has previously authorised additional spend								
6	Payment for allotment rent not due until the end of September								
7	When setting the budget, it was assumed that £20,000 of the £40,000 budget would be spent at the end of 2025/26. Delays to the Building Control process has meant that all expenditure is within the 2026/27 financial year. Council has made provision within reserves for this position. Actual spend is expected to be circa £2,500 more than the £40,000 budget and this additional spend has also been authorised by Council. The over spend is, therefore,								
8	Scheme completed and will be fully spent within Quarter 2								
9	Further expenditure anticipated in relation to compost/plants and construction of remaining planters								
10	Not yet commenced								
11	Project now complete and balance of funds available for redistribution								
12	No significant progress made in the development of proposed schemes								
13	Not yet commenced								
14	Diocesan response awaited								

Report of the Parish Clerk & RFO

13th July 2026

Decision Items

1. Parish Clock Autowinder

- 1.1 The Parish Clock has been repaired (at no cost to the Council). However, the autowinder control system is now considered to be beyond further repair and will need to be replaced. Based upon an indicative quote received, the likely cost of a replacement system is between £8,500 and £11,000. Given the likely cost, it would be appropriate for the Council to seek competitive quotes for a replacement system. It would also be sensible to include for priced options for systems which would regulate the timing of the clock e.g. in relation to British Summer Time. This would likely be in the region of an additional £2,000.
- 1.2 Any works would require the formal approval of the Parochial Church Council. The system would be a 'like for like' replacement. As a consequence, formal Faculty Permissions may not be necessary but this is being clarified with the PCC/Diocese.
- 1.3 Given that the Council will not be meeting again until September and the limited life span of the current autowinder system, authority is sought to commence a procurement process and other formal consent processes e.g. Faculty Permission.
- 1.4 Although the costs of replacing the autowinder system have not been budgeted for within the current financial year, the Council does have sufficient general reserves to meet the potential costs.

Recommendation: That the Clerk be authorised to:

- Seek competitive quotes for a replacement auto winder system.
- Consult with the Parochial Church Council and – if necessary – the Diocese of Bath & Wells with a view to obtaining any necessary formal consents.

2. Extension to the CCTV system

- 2.1 Discussions have been taking place regarding the potential extension of the CCTV system to better cover Council assets and other areas which have been the subject of repeated anti-social behaviour – most specifically the Coronation Halls. Action has already been taken to replace the existing recorder which is located in the Youth Hall. This requirement came about due to the failure of the existing unit. In replacing the unit, provision has been made to double the number of cameras which might be handled by the recorder from 8 to 16 cameras.

2.2 At present, the Council has 7 cameras. The bulk of these cameras directly cover Council assets, with one camera focussed more specifically upon the entrance to the Youth Hall, which is the host building for both the recorder and all of the cameras. There are areas of the car park and the wider environs – including the play area and rear of the Coronation Halls where coverage could be improved. In order to achieve this coverage, additional cameras would need to be mounted upon the toilets, Youth Hall and the Coronation Halls. The cameras would require a power source and would be connected to the recorder through a wireless bridge. Specific proposals have not been put to the Coronation Halls Management Committee. However, security around the halls has been an issue raised in the past and it is considered likely that the HMC would be open to the principle of installation of CCTV cameras as they would afford a benefit to the halls, even though their primary purpose might be to protect Council assets.

2.3 The purposes of the CCTV system installed by the Parish Council (as defined in the Council's approved policy) are:

- *To monitor the security of the Coronation Halls, Youth Centre, car park and the play area equipment.*
- *To assist Law Enforcement Agencies with identification, detection, apprehension and prosecution of offenders of crime and anti-social behaviour in the vicinity of the Coronation Halls, Youth Centre, public toilets, car park and the play area by providing them with retrievable images provided by the system.*
- *To improve safety and security for users and visitors and staff and to help prevent loss or damage to the buildings, motor vehicles in the car park, and equipment and assets of the Parish Council.*
- *To reduce the fear of persons using and working in the area regarding crime and antisocial behaviour.*
- *To deter potential offenders by publicly displaying the existence of CCTV and signs of its operation.*

The proposed increase in the number of cameras would be consistent with these purposes and would not introduce new expectations. The policy would, however, need to be updated to reflect any change in the number of cameras and it would be sensible to ensure consistency in relation to buildings/areas covered e.g. the public toilets are mentioned under the second bullet point but are not referenced under the first bullet point.

2.4 The cost of replacing the recorder in the Youth Hall is £1,165. As previously indicated, this has already been actioned. Whilst these works were not budgeted for in the current financial year, there is sufficient flexibility within the General Maintenance Cost Code (302) as only circa £1,000 of a budget of £13,500 had been spent at the end of the 1st Quarter.

2.5 Similarly, the costs of extending the CCTV system to include additional cameras has not been budgeted for in the current year. However, within a matter of days of new facilities having been provided/opened, the Council has

seen a spate of vandalism and anti-social behaviour and theft of equipment. As a consequence, it is recommended that the Council commits to extending its CCTV coverage.

- 2.6 The Council's current contractor (DB Securities) has provided an indicative price of £2,230 to instal four additional cameras. There would also be some additional electrical supply aspects which would need to be discussed with the Coronation Halls Management Committee, with some likely additional costs. The price supplied is based upon four cameras and further discussions regarding location and coverage may warrant one or two additional cameras. The Council has sufficient funding in General Reserves to meet this indicative cost (even with regard to proposals relating to the Parish Clock).
- 2.7 The spirit of the Council's Financial Regulations is that the Council should always endeavour to obtain value for money in relation to goods and services it procures and that the generally accepted way to achieve this is through open procurement processes. The practical position is, however, a little more complicated in scenarios where extensions to existing systems/services are envisaged. In the case of the Parish Clock item above, whilst the autowinder system is part of the parish clock mechanism, it is a distinct part which can be replaced in isolation as the clock can still function and perform without an autowinder system. Adding CCTV cameras would be an extension to something which already exists. Accordingly, Financial Regulations provides for the following exception:

5.12 The requirement to obtain competitive prices in these regulations need not apply to contracts that relate to ...

- ii. Repairs to or parts for, existing machinery or equipment;*
- iii. Works, goods or services that constitute an extension of an existing contract.*

In the opinion of the Clerk, the above provisions would enable the Council to continue to work with the Council's existing contractor to extend the CCTV system. However, it is, of course, open to the Council to undertake a competitive process should it wish to pursue this option.

Recommendation: That the Clerk be authorised to place a contract with DB Securities for additional CCTV cameras/coverage, subject to the following:

- The cost of any associated works does not exceed £3,500.
- That the potential location of cameras affecting other premises be approved by those responsible for those premises.
- That the final scheme be circulated to Councillors for consideration and comment prior to the placement of any final order.
- That the Council's existing CCTV policy be amended to reflect changes to the number of cameras and coverage and presented to the Council for consideration at the earliest opportunity.

3. Economic Development Support

- 3.1 Councillors will be aware that this matter was the subject of an article in the last edition of Parish News. There has been limited feedback in relation to the article but that should not prevent the Council from agreeing some principles and setting a framework regarding the use of the funds.
- 3.2 By way of a reminder, the funds (of circa £60,000) sit with North Somerset Council. However, the Economic Development Team have been very supportive and flexible regarding the potential role of the Parish Council and details of a comparable scheme within Portishead have been provided, where the Town Council essentially manages the funding in its entirety.
- 3.3 Given the pressures on Councillors time and the current number of vacancies, adopting the same arrangement as in Portishead might not be feasible. As a consequence, it is suggested that the Council might wish to adopt a framework for how the funds might be used and ask North Somerset Council to apply this framework in respect of any funding requests. A model draft framework for discussion and debate is attached at Appendix 1. Subject to Councillors views, it is suggested that the draft framework be put to North Somerset Council for consideration.

Recommendation: That the framework at Appendix 1 be submitted to North Somerset Council for consideration.

4. Allotment Plots Reallocation

- 4.3 A legitimate concern has been raised regarding the condition of one of the paths within the allotment site. The path in question is somewhat of an anomaly in that it provides access to the water tap for a limited number of plots. Following a site inspection, a decision was made to close the path pending further consideration. This has generated some limited complaints but the majority of tenants understand the reasons for the closure. It should also be noted that all tenants are still able to access the tap but some now have to walk a slightly longer route to access the tap. Given that no tenants should be undertaking direct watering of their plots, the level of inconvenience is limited to the number of times tenants need to access the water tap to fill up water butts within their plots.
- 4.4 There are only really three options open to the Council:
- To address the problems with the path by levelling it – this would require a significant amount of soil to be introduced as there is a steep slope on the path (as well as a range of other issues). The Council has received a quote of £500 to undertake these works.
 - To keep the path closed – the path is grassed and would still require cutting back to prevent weed growth and would still present a potential hazard to contractors.

- To reallocate the space occupied by the path to adjacent plots – as can be seen on the plan attached at Appendix 2, the path (highlighted in blue) runs adjacent to three plots which are on the Western boundary of the site. These plots are already disadvantaged due to their proximity to boundary hedges which limits space and creates shadow. The fair approach would, therefore, be to allocate the space occupied by the path to these three plots – being plots 9, 24 and 25. The current tenants of these three plots have all been informally approached and would be in agreement with their plot size being increased.

- 4.3 The third of the above options is recommended. The path is an anomaly as it is the only path within the site running North-South. Other paths which may be visible on the plan at Appendix 2 are within individual plots. However, removing the path permanently from use will create some inconvenience for some tenants. As a consequence, Councillors may wish to consider extending the underground watering system at the allotment site and increasing the number of tap points – which would negate the need for tenants to continuously walk to the top of the site. An informal quote of £1,200 has been received to extend the water system to the bottom of the site, which would provide for three tap points in total – the existing one at the top, one in the middle and one towards the bottom of the site. Making more accessible towards the bottom end of the site would be advantageous in terms of any future development of Plot 3 for disabled access plots.

Recommendations:

- i) That the boundaries of plots 9, 24 and 25 be extended on the basis now reported.
- ii) That Councillors instruct the Clerk accordingly regarding the potential extension of the underground watering system.

5. Somerset Council Regulation 20 Scoping Consultation for the Somerset Local Plan

- 5.1 Somerset Council has launched the Regulation 20 Scoping Consultation for the Somerset Local Plan. The consultation will run from Friday 19 June to Friday 24 July.

As a neighbouring Council, Bleadon Parish Council has been invited to review the consultation materials and submit any comments it might wish to make via the following link:

[Somerset Local Plan Scoping Consultation](#)

Recommendations:

- i) That the Council considers any comments it may wish to make prior to the deadline for responses on 24th July 2026.

6. Minor Works

6.1 The following minor works are proposed:

- Painting of the low rendered wall around Jubilee Gardens white. This will help protect the render and a white finish will blend with the recently refurbished toilets. There is some masonry paint left over from the toilet refurbishment which may prove sufficient. The cost of labour and any additional paint/materials is not expected to exceed £200.
- Including the WI bench within future maintenance arrangements. The WI are looking to fund a replacement bench on Bleadon Road. An informal request has been made for the Council to consider adding the replacement bench to its future maintenance arrangements. It is open to the Council to expect the WI to undertake future maintenance. However, the bench is well used and would likely be a site where the Council might otherwise fund the purchase of a bench (with the consequent maintenance responsibility). The maintenance responsibilities would not be burdensome for the Council and would generally require annual oiling and checking for tightness of fixtures. Under such an arrangement, the bench would continue to be an asset of the WI, with the WI retaining responsibility for any subsequent replacement or major repair.

Recommendations:

- i) That the Clerk be authorised to arrange for painting of the rendered wall at Jubilee Gardens, subject to the costs not exceeding £200.
- ii) That the Council considers incorporation of the replacement WI bench within its future maintenance arrangements.

7. Action Taken Under Delegated Powers

7.1 The following actions have been progressed by the Clerk in the preceding month under delegated powers or following approval of a majority of Councillors between meeting cycles.

7.2 Replacement of CCTV Recorder

As referenced under item 2, the Council experienced a problem with the CCTV recorder, which has necessitated replacement. The potential resolution was circulated by Councillors via email and views sought. A majority of Councillors agreed with the Clerk's recommendation to replace the recorder with one which would provide additional capacity to provide flexibility to the Council to extend the number of CCTV cameras. The cost of replacing the recorder amounted to £1,165 and these works has been approved.

7.3 Play Area Works

In accordance with the delegated authority relating to play area works, 2 tons of play sand has been ordered and is due to be delivered on 16th July 2026. The cost of the sand is £305.

Recommendation: That the actions of the Clerk be endorsed.

Information Items/Correspondence Received

1. Correspondence in relation to inspection of accounts.
2. Correspondence with various parties relating to the Bleadon sluice.
3. Correspondence with Avon & Somerset Constabulary relating to criminal activity and anti-social behaviour.
4. Correspondence with the Pensions Regulator relating to re-enrolment.
5. Application to Wickes Community Support programme in connection with play pit sand.
6. Correspondence and discussions with contractors in relation to toilet and play area works.
7. Correspondence and discussions in relation to the commencement of physical activity sessions using the new outdoor exercise equipment.

DRAFT

Bleadon Parish Economic Development Fund

Context

The fund – of just over £60,000 – is only available to businesses within the Parish of Bleadon to support business growth of existing businesses and start-ups of new businesses.

The fund is available for 3 years from 1st September 2026, after which any unspent amounts will be allocated at the sole discretion of North Somerset Council's Economy Team and will not necessarily be limited to the Parish of Bleadon. During the interim, Bleadon Parish Council and North Somerset Council's Economy Team have jointly developed the following framework for the allocation of the funds.

It is worth noting that the fund isn't part of any national or regional initiatives and represents a real opportunity for Bleadon based businesses that isn't being replicated elsewhere.

Principles

The fund can be used to support both existing and new businesses physically based within the Parish of Bleadon.

The fund can be used for:

- Purchase of equipment
- Training and skills needs for staff
- Premises improvements
- Investment in technology
- Marketing and promotion linked to 'launch' events

The fund can be used to support activity spanning more than one financial year – particularly in the case of business start-ups. However, the fund is not available to support on-going revenue costs associated with staffing, rent/rates, utility costs etc.

Priorities

As part of the evaluation process, Bleadon Parish Council will be invited to make a recommendation on any applications received. In order to help guide potential applicants, the Parish Council would like to see applications which reflect the following:

- Proposals which seek to preserve rural life and skills

- Proposals which recognize and build upon the intrinsic natural beauty of the Parish
- Proposals which might benefit the ageing population profile of the Parish

Applications which do not address these aspects should also be submitted as the Parish Council would not wish to limit or place barriers on creative ideas or proposals.

Types of Business Supported

The fund will support business and company structures of all types, including sole traders.

Application Process

In the first instance, expressions of interest can be sent to parishclerk@bleadonparishcouncil.co.uk.

There is no set format for the submission of expressions of interest but please ensure the following basic information is provided:

- Contact details
- The nature of the funding request, the amount of funding sought and how the funding will be used
- Some details about the business e.g. how long it has been trading, or the anticipated timescale for launching a new business
- How the proposal meets Bleadon Parish Council's priorities (applications which do not meet the priorities will still be considered)

The information provided will then be shared with North Somerset Council's Economic Development Team, who will assess the application in more detail. As part of the evaluation process, the Team will explore whether other funding initiatives might be better suited to meet the need identified in any applications received. The assessment is expected to be an iterative process which will take place over a 4-6 week period. As part of this process, applicants may be asked to provide supporting information to confirm the legal status of the business and the nature of its trading activity.

As part of the assessment process, Bleadon Parish Council will be invited to submit its views and comments.

Applicants will be notified by North Somerset Council's Economic Development Team as to the success or otherwise of their application. For successful applications, the confirmation of award will also set out any specific monitoring requirements and information regarding how payment will be made. This will also include details relating to the pay back of any award of funding in the event of non-performance or change in circumstance.

