



MINUTES OF A MEETING OF BLEADON PARISH COUNCIL HELD IN THE CORONATION HALL AT 7.00pm ON MONDAY 10TH FEBRUARY 2025.

PRESENT:	Councillors ID Clarke, Jo Gower-Crane, Andy Scarisbrick (Vice-chairman) and Dr Becci Wild
IN ATTENDANCE:	Craig Bolt (Parish Clerk)
WARD COUNCILLORS:	Councillor Terry Porter
MEMBERS OF THE PUBLIC:	None

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

i) **Members of the public**

None.

ii) **Beat Manager's Report**

The written report forming part of the agenda papers was noted.

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iii) **Ward Councillors' report**

Councillor Porter provided updates in respect of the following:

- The additional housing site allocation process being undertaken by North Somerset Council in response to the requirement from the Government to find sites capable of supporting an additional 9,000 dwellings.
- Changes to bin collection arrangements.

The meeting was convened.

Councillor Scarisbrick chairing.

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

Apologies were received and accepted from Councillors Ann Davies, Mary Sheppard and Steve Sugg.

386.2 Declarations of Interest

None.

386.3 To approve and sign as a correct record the Minutes of the Parish Council meeting on Monday 13th January 2025.

Resolved: To approve the Parish Council minutes of 13th January 2025.

The resolution was correctly proposed and seconded (unanimous)

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

386.4 Reports from Working Parties/Committees

The Council received the notes of the Open Spaces Working Group meeting on 30th January 2025. It was noted that items requiring decision formed part of the report of the Parish Clerk.

386.5 Reports from Outside Bodies/Conferences/Training

None.

386.6 Training and Events

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

386.7 Financial/Staffing Matters

i) To authorise bills for payment for February.

Councillors noted that a direct debit had been collected on 2nd January 2025 by Water2Business in relation to water supply to the public toilets. Notification of the direct debit had been delayed in the post and was not received until after the January meeting of the Council.

Resolved:

- i) That Councillors note and retrospectively authorise the January direct debit charge of £131.88 in respect of the supply of water to the public toilets.
- ii) To authorise the payments for January of £3,726.50.

The resolution was correctly proposed and seconded (unanimous)

(Councillors ID Clarke, Ann Davies and Andy Scarisbrick were duly authorised to action the online payments)

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

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

iii) Internal Auditor – Findings and Recommendations.

Councillors considered the Internal Auditor's report and recommendations. It was noted that the report was largely positive and that a number of the findings in respect of updating policies were the subject of reports elsewhere on the agenda.

Resolved:

- i) That the Internal Auditor's findings and recommendations be noted.

- ii) That the actions – both planned and underway – in respect of the Internal Auditor’s recommendations be endorsed.

The resolution was correctly proposed and seconded (unanimous)

386.8 Update report in respect of previous planning applications.

Councillor Clarke provided verbal updates in respect of the following:

Proposed construction of 1 no. new single storey dwelling
South Hill Cottages, Bridgwater Road, Bleadon

Ref. No: 24/P/1106/FUL

It was noted that the above-mentioned application was the subject of an appeal to the Planning Inspectorate.

9 applications submitted during 2024 had yet to be determined by North Somerset Council.

386.9 Planning Applications

[Prior approval for the conversion of hair salon to single storey bungalow as annexe to Longwood House](#)

Former Stable Block Longwood House Bridge Road Bleadon BS24 0AU

Ref. No: 25/P/0081/CM2A | Received: Wed 15 Jan 2025 | Validated: Wed 22 Jan 2025 | Status: Registered

Determination Deadline: Wednesday, 19th March 2025

Resolved: That the Council supports the application. In coming to its conclusion the Parish Council noted the likely decrease in vehicular movements at what is already a busy road junction.

The resolution was correctly proposed and seconded (unanimous)

[Prior approval for change the use of 2no. agricultural shed spaces, formerly used for free range egg laying hens, to Class E commercial use](#)

Barns At Woodlands Farm Shiplate Road Bleadon

Ref. No: 25/P/0018/CRA | Received: Mon 06 Jan 2025 | Validated: Mon 06 Jan 2025 | Status: Registered

Determination Deadline: Monday, 3rd March 2025

Resolved: That the Council supports the application. In coming to its conclusion the Parish Council recognised that it had previously supported a similar application (24/P/2081/CRA) and requested the Clerk to clarify with the LPA that comments made in relation to the need for the provision of toilet facilities are addressed/conditioned in relation to the current application.

The resolution was correctly proposed and seconded (unanimous)

[Proposed erection of an agricultural barn and siting of 2no. connected Static caravans to form a temporary rural workers dwelling.](#)

Land East Of Riverside Holiday Park Bridgwater Road Bleadon

Ref. No: 24/P/2706/FUL | Received: Mon 23 Dec 2024 | Validated: Mon 13 Jan 2025 | Status: Registered
Determination Deadline: Monday, 10th March 2025

The Council recognised the importance of using land for agricultural purposes and was not opposed to the principle of using the land for raising alpacas. However, the nature of the application submitted was inconsistent with the policies governing the use of land in that location.

Resolved: That the Council objects to the application. In coming to its conclusion the Council noted the following:

- The proposed development falls within a flood risk vulnerability category that is inappropriate to the Flood Zone in which the application site is located. Therefore, the application is contrary to the National Planning Policy Framework (NPPF) and planning practice guidance (PPG).
- The evidence provided as part of the planning application points towards a requirement for residential usage of part of the site. The site is outside of the settlement boundary and residential development outside of the settlement boundary is not supported through North Somerset Council's adopted Local Plan and associated policies.

The resolution was correctly proposed and seconded (unanimous)

The Council had also been notified of the following applications, which had been submitted under permitted development rights. It was noted that 25/P/0057/TEN had been determined before the Council could reasonably have met to offer any comments and the Clerk was requested to clarify the processes involved in respect of this category of application.

[Notification under Regulation 5 of the Electronic Communications Code of the intention to install fixed line broadband apparatus comprising of the installation of 1no. 8m light wooden pole. THIS IS NOT A PLANNING APPLICATION.](#)

S/O Magnolia House Bridgwater Road Bleadon Weston-super-Mare BS24 0AG

Ref. No: 25/P/0057/TEN | Received: Fri 10 Jan 2025 | Validated: Fri 10 Jan 2025 | Status: Registered
Determination Deadline: Friday, 7th February 2025

[Notification under Regulation 5 of the Electronic Communications Code of the intention to install fixed line broadband apparatus comprising of the installation of 2no. 9m light wooden poles. THIS IS NOT A PLANNING APPLICATION.](#)

Land To The East Of Bleadon Hill Golf Club Off Roman Road Bleadon

Ref. No: 25/P/0120/TEN | Received: Mon 20 Jan 2025 | Validated: Mon 20 Jan 2025 | Status: Registered

386.10 Report of the Parish Clerk

1. Revisions to Financial Regulations

Councillors noted that a recommendation arising from the Internal Auditor's report was to update Financial Regulations to reflect recent changes to public procurement threshold values for services and works contracts. In updating Financial Regulations, the NALC model template document had been used which included some changes to the currently approved Financial Regulations.

Councillors discussed the proposed revised Financial Regulations and requested a number of drafting changes relating to the following:

- Clarification in relation to roles which in law can only be discharged by the Proper Officer (the Clerk) and those which otherwise might fall to the RFO.
- Including a reference to a 3 year budget cycle.
- Setting the amount at which fixed price quotes must be sought at £3,000.
- Including provision for the Vice-chair to act in lieu of the Chair of Council, should the Chair be indisposed.

Resolved: That the Financial Regulations be approved, subject to incorporation of the drafting changes identified above.

The resolution was correctly proposed and seconded (unanimous)

2. Revisions to Standing Orders

Resolved: That consideration of Standing Orders be deferred to the March meeting of Council.

The resolution was correctly proposed and seconded (unanimous)

3. Calendar of Meetings 2025/26

Resolved: That the Calendar of Meetings as presented be approved.

The resolution was correctly proposed and seconded (unanimous)

4. Action Taken Under Delegated Powers

Councillors noted the following actions by the Clerk:

- Safety works to a swing set in the play area
- Provision of new defibrillator pads
- Arranging for engineers to investigate why the Parish Clock had stopped working.

Resolved:

- i) That the actions of the Clerk be endorsed.
- ii) That the Clerk be authorised to commit the Council to further expenditure of up to £500 to rectify any identified faults with the Parish Clock.

The resolution was correctly proposed and seconded (unanimous)

5. May Day Fayre

Resolved: That the Council approves the use of the car park and surrounding land in support of the proposed May Day Fayre on 4th May subject to confirmation that the event has public liability insurance cover.

The resolution was correctly proposed and seconded (unanimous)

6. 'Strengthening the Standards and Conduct Framework for Local Authorities in England' Consultation

Councillor Gower-Crane offered to co-ordinate responses to facilitate a formal Council response by the deadline of 26th February 2025. However, Councillors were also encouraged to make their own individual responses.

Resolved: That Councillors submit their own responses and/or submit any comments to Councillor Gower-Crane (copied to the Parish Clerk) by Friday, 21st February 2025 for a Council-wide response.

The resolution was correctly proposed and seconded (unanimous)

386.11 Award of Contracts and Changes to Terms and Conditions

1. Tree Works

Councillors noted that the works included substantial reductions to tree canopies in both the churchyard and the play area as well as more minor works in other locations.

Resolved: That Landbased Services be awarded the contract for tree cutting works in the amount of £2,250 (Exc VAT).

The resolution was correctly proposed and seconded (unanimous)

2. Works to Market/Village Cross

Councillors noted that the works would involve specialist cleaning equipment given the listed status of the cross.

Resolved:

- i) That – subject to clarification of any assumptions underpinning their quote – A Moffatt Stoneworks be awarded the contract for cleaning the Market/Village Cross in the amount of £750 (Exc VAT)
- ii) That the Clerk be authorised to appoint a suitably qualified surveyor to undertake a survey of the cross, subject to the costs being contained within the total budget provision of £2,000 and the outcome of the appointment process being reported to the Council.

The resolution was correctly proposed and seconded (unanimous)

3. Toilet Cleaning Contract – Contract Extension

Councillors noted that the existing contract was due to expire on 31st March 2025.

Resolved: That the Clerk be authorised to approve an extension (not exceeding 12 months) to the current toilet cleaning contract, subject to there being no increase in price.

The resolution was correctly proposed and seconded (unanimous)

4. Parish Clock – Maintenance Arrangements

Resolved: That the payment in respect of ‘Parish Council Clock Winding’ be increased by £5 per month from 1st April 2025.

The resolution was correctly proposed and seconded (majority)

386.12 Date of the next meeting

Parish Council Meeting Monday **10th March 2025, 7:00pm** (Coronation Hall, Bleadon)

The Chairman closed the meeting at 9.10pm

.....Chairman

.....Date