



Notice of Full Council Meeting and Agenda

Backwell Parish Council

1st Floor, 43 Rodney Road, Backwell, North Somerset, BS48 3HW

Tel: 01275 464653

Email: clerk@backwell-pc.gov.uk

Date: Thursday 1st October 2026

Time: 7:30pm

Venue: Backwell Parish Hall

Public Participation: Members of the public may speak during Item 2 Agenda items only.

1. Administration

- 1.1. To receive apologies for absence
- 1.2. To receive declarations of interest and consider written applications for dispensations
- 1.3. To approve the Minutes of the meeting held on 3rd September 2026

2. Public Participation

- 2.1. To receive public questions and statements (10 minutes maximum)

3. Reports

- 3.1. To receive a report from the District Councillor
- 3.2. To receive communications from the Chairman
- 3.3. To answer questions from Councillors
- 3.4. To receive and note the Minutes of the Planning and Placemaking Committee meeting held on 17.09.26
- 3.5. To receive an update from the Clerk
- 3.6. To receive an update from the Rights of Ways and Highways Working Party
 - a) To consider and approve in principle whether to seek legal advice regarding the footpath from the Jubilee Stone
 - b) To consider whether to apply for Tree Preservation Orders (TPOs) for the trees that are on the lane that adjoins the Playing Fields at the end of Rushmoor Lane
- 3.7. To receive an update from the Enhancement Working Party
- 3.8. To receive an update from the Finance Working Party
 - i) To approve accepting a late grant application from Backwell Junior School PTA for funding for football kit
- 3.9. To receive an update on Downside

4. Planning

- 4.1. To receive an update on major planning sites within the parish, including:
 - a) Sites with planning outline permission granted (e.g. Grove Farm)
 - i) To note the response to the Grove Farm Reserved Matters application (26/P/1443/RM), prepared by Lucy White Planning Ltd on behalf of BPC
 - b) Sites with full consent at Reserved Matters stage or subject to Discharge of Conditions of Active (e.g. Farleigh Fields East and West, Land West of Rodney Road)
 - i) To discuss and approve the draft report on Farleigh Fields West Drainage
 - c) Sites at pre-application stage or subject to emerging proposals (e.g. Land East of Backwell, Land North of Farleigh Road, South Nailsea)

- i) To discuss and approve the draft response to Mac Mic's application 26/P/1324/OU2 Land North of Farleigh Road
- 4.2. To receive an update on the Local Green Space
- 4.3. To receive an update on the Local Plan
 - i) To approve a 50% contribution (£4,000 plus VAT) for Hashi Mohamed KC's briefing time regarding the Local Plan examination, with the remaining 50% to be funded by Nailsea Town Council (further to the expenditure approved in Minute 937, 5th February 2026)
- 4.4. To receive an update on the Neighbourhood Plan
 - a) To receive an update on for planning ahead for young people
 - b) To receive an update on the safe route to school project
- 4.5. To receive an update on Bristol Airport
- 4.6. To receive and consider the monthly report from Lucy White Planning Ltd
- 4.7. To consider and determine the Council's response to [planning applications](#) received prior to the meeting, as set out in the Planning document circulated separately to members, and any applications received after publication of the Agenda
- 4.8. To consider and determine the Council's response to the Government's consultation on Planning Powers for Mayors in England
- 5. Transport and Infrastructure**
- 5.1. To receive an update on the Bus Services Improvement Plan
- 5.2. To receive an update on Vehicle Activated Signs
- 6. Environment and Community**
- 6.1. To receive an update on tree planting locations
- 6.2. To receive an update on the digital noticeboard
- 6.3. To receive an update on the ditch clearance at Backwell Allotments
 - a) To receive an update on the quote for the further ditch excavation
- 6.4. To receive an update on the invitation from North Somerset Council's Senior Anti-Social Behaviour Officer
- 6.5. To receive an update on the screening of *People's Emergency Briefing*.
- 7. Governance and Policy**
- 7.1. To review the Policies and Procedures Schedule:
 - a) To consider and approve updated Press and Media Policy
 - b) To consider and approve updated Backwell Honours Board Policy
 - c) To consider and approve updated Equality and Diversity Policy
- 8. Contracts and maintenance**
- 8.1. To consider and determine the quotation for new Backwell Christmas Tree lights at a cost of:
 - a) Multicoloured lights - non flashing @ £688.07 plus VAT
 - b) Multicoloured lights - with 10% cool white flash @ £751.19 plus VAT
- 8.2. To consider decorating or painting the old metal barriers that surround the Christmas tree
- 8.3. To note the written agreement with Bicknell Holdings Plc regarding the digital noticeboard situated on the corner of Rodney Road and West Town Road
- 8.4. To consider and approve the quotation for weed control spray around the village at a cost of £695.00 exc VAT
- 8.5. To note the contract with Lebara as the network provider for the digital noticeboard, at a monthly cost of £10.00, with the first three months charged at £5.00

9. Finance

- 9.1. To receive and consider Receipts and Payments schedule for October 2026 (Checked by a member of the Finance Working Party prior to the meeting)
- 9.2. To authorise expenditure for the month of October 2026
- 9.3. To receive and note the Bank Reconciliation, Statement of Accounts and Cashbook
- 9.4. To note the following, authorised under the Clerk's delegated authority:
 - a) Sim card and monthly fee for use in the digital noticeboard purchased from Lebara at a cost of £5.00
 - b) Stone chippings for the Allotments purchased from Tarmac at a cost of £390.00 plus VAT
- 9.5. To note that following the implementation of the 2026/27 National Joint Council (NJC) pay award, staff salaries have been updated accordingly, and backdated pay from 1st April 2026 will be processed in the October payroll
- 9.6. To consider and approve the implementation of a temporary fund transfer process for the NatWest account, as recommended by the Finance Working Party, pending further research into long-term options

10. Confidential

That pursuant to the Public Bodies (Admission to Meetings) Act 1960, the Public and Press be excluded from the meeting for the following items due to the confidential nature of the business to be transacted

- 10.1. To receive an update on the Local Green Space, determine any next steps and agree any necessary authorisations
- 10.2. To receive an update on *Backwell as a Strategic Site*
- 10.3. To agree a reserve fund of up to £24,000 to ensure Backwell Parish Council can uphold our Planning and Placemaking principle.
- 10.4. To note the calculated new pay rates and backdated pay amounts for staff in relation to Agenda item 9.5
- 10.5. To consider and determine a proposal to increase the Clerk's contracted working hours, following successful completion of CiLCA

11. Meeting Dates

To note the date of the next meeting as Thursday 5th November 2026 to be held in Backwell Parish Hall at 7:30pm

Dated this 25th day of September 2026



C Melton, Clerk to the Council,

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