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: Wednesday 1st April 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 note the resignation of Councillor James Sharkey and the resulting vacancy
1.3. To consider the co-option of M Rogers and, if appointed, to receive their Declaration of Acceptance of Office
1.4. To receive declarations of interest and consider written applications for dispensations
1.5. To approve the Minutes of the meeting held on 5th March 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 consider Minutes of the Planning Committee meeting held on 19.03.26
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 receive an update on the audit of pavements in Backwell
3.7. To receive an update from the Enhancement Working Party
3.8. To receive an update from the Finance Working Party
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 agree a response to the Highways and Access arrangements for Grove Farm
   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)
   c) Sites at pre-application stage or subject to emerging proposals (e.g. Land East of Backwell, Land North of Farleigh Road, South Nailsea)
4.2. To receive an update on the Local Green Space
4.3. To receive an update on the Local Plan
4.4. To receive an update on the Neighbourhood Plan
4.5. To receive an update on Bristol Airport
4.6. To receive and consider the monthly report from Lucy White
4.7. To agree a response to the planning applications as set out in the accompanying report

5. Transport and Infrastructure

5.1. To receive an update on the Bus Services Improvement Plan

5.2. To receive an update on Speed Indicator Devices

5.3. To consider a request from a resident for a no parking/keep clear white line

6. Environment and Community

6.1. To receive an update on the Green bus shelter proposal

6.2. To receive an update on tree planting locations

6.3. To receive an update on the digital noticeboard

6.4. To authorise the Clerk to seek a quotation and appoint Landscape Services for ditch clearance at Backwell Allotments, subject to Financial Regulations

7. Governance and Policy

7.1. To review the Policies and Procedures Schedule

a) To approve the Health and Safety Policy

7.2. To confirm BDO, Southampton, as External Auditor for 2025-26, to consider any conflicts of interest and sign the appropriate form

8. Consultations

8.2. To consider and approve the response to the West of England Combined Authority (WECA) to include North Somerset Council consultation

9. Contracts (details of quotations for 9.1 – 9.3 are set out in the accompanying reports)

9.1. Dog and Litter Bin Maintenance Contract
To consider and determine the most appropriate contractor for the provision of dog and litter bin maintenance services

9.2. Village Floral Displays Contract
To consider and determine the most appropriate contractor for the provision of village floral displays, including the War Memorial

9.3. Grounds Maintenance Contract
To consider and determine the most appropriate contractor for grounds maintenance services

9.4. Office Waste and Recycling Collection
To consider and determine the most appropriate recycling collection arrangement for the Parish Office in order to meet forthcoming legal requirements, with the following options:

a) 1 × 55L recycling box (excluding glass), monthly collection – £20.28 per year
b) 2 × 55L recycling boxes (including glass), monthly collection – £34.20 per year
c) 1 × 23L food waste bin, fortnightly collection – £70.20 per year

and to determine whether to implement food waste collection at this stage or review prior to the 2027 compliance deadline

9.5. IT Security – Online Accounts
To consider and determine the most appropriate arrangement for online accounts in order to enhance security, accountability and compliance, comprising four new accounts at a cost of £24.00 per month (excluding VAT)

10. Finance

10.1. To receive and consider Receipts and Payments schedule for April 2026
(Checked by a member of the Finance Working Party prior to the meeting)

10.2. To authorise expenditure for the month of April 2026

10.3. To receive and note the Bank Reconciliation, Statement of Accounts and Cashbook

10.4. To receive an update on the application for a Unity Trust Bank business bank card

11. Meeting Dates

11.1. To note the date of the following meetings:

- Planning Committee Meeting – Thursday 16th April 2026 in the Committee Room at 7:00pm
- Annual Parish Meeting of Electors – Thursday 23rd April 2026 in Backwell Parish Hall at 7:30pm
- Parish Council Meeting – Thursday 7th May 2026 in Backwell Parish Hall at 7:30pm
- Annual Meeting of Backwell Parish Council – Thursday 21st May 2026 in Backwell Parish Hall at 7:30pm

Dated this 26th day of March 2026



C Melton, Clerk to the Council,
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