Minutes of the Full Council Meeting held on 1st October 2026 at 19:30 in Backwell Parish Hall
Backwell Parish Council

1st Floor, 43 Rodney Road, Backwell, North Somerset, BS48 3HW
Tel: 01275 464653
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PRESENT: Councillors Sarah Ould (Chairman), Mo Bowerman, Barbara Harland, Phil Harris, Charles Hatcher, Jodie Hollis, Margaret Rogers, Bob Taylor and Anthony Young

IN ATTENDANCE: Clare Melton (Clerk), District Councillor Bridget Petty, four members of the public

1. Administration

1.1. To receive apologies for absence

558. Cllrs John Gordon, Paddy Horner and Robert Martin

1.2. To receive declarations of interest and consider written applications for dispensations

559. Personal interest:
Cllr Harland – Agenda item 4.1b) – Backwell resident
Cllr Rogers – Agenda item 4.1b) – Backwell resident
Cllr Bowerman – Agenda item 4.1c) – Backwell resident

560. Prejudicial interest:
None.

561. Disclosable Pecuniary Interests:
None.

1.3. To approve the Minutes of the meeting held on 3rd September 2026

562. The Minutes of the Full Council Meeting held on 3rd September 2026 were confirmed as a correct record and signed by the Chairman.

2. Public Participation

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

563. Cllr Ould invited the members of the public to speak if they wished.

564. A resident thanked Backwell Parish Council (BPC) for the work they do for the village.

565. The resident explained a timebank scheme which he is intending to explore setting up. The resident had submitted a written document in advance which was circulated to Councillors. First stage will be a public meeting. No BPC involvement needed at this stage. Councillors asked questions and were supportive of the idea. The resident said more information on timebanks can be found on www.timebanking.org.

566. Members thanked the resident for explaining the proposal.

19:45 One member of the public left the meeting

567. Cllr Ould invited comments from all remaining members of the public present during Public Participation. No further representations were made.

Signed……Chairman

3. Reports

3.1. To receive a report from the District Councillor

568. Dt Cllr Petty had no additions to her written report. Members noted that the Local Government Boundary Commission for England has published its report recommending a new two-councillor ward for Backwell, Brockley, Cleeve, Butcombe and Wrington. The report will be submitted to Parliament for approval.

569. Cllr Hatcher asked Dt Cllr Petty to clarify her stance on the proposed Bristol Airport expansion. Dt Cllr Petty confirmed her opposition to the expansion and outlined her reasons.

3.2. To receive communications from the Chairman

570. Cllr Ould informed members that Community Infrastructure Levy (CIL) funds will be a standing Agenda item going forward to allow members to share project ideas. Cllr Ould also suggested introducing a CIL ideas form for members to complete outside of meetings.

571. In response to a query from Cllr Taylor regarding the presentation of CIL funds on the Bank Reconciliation, the Clerk confirmed that the NatWest account holds the CIL funds and agreed to adjust the account label in Scribe for clarity.

572. Cllr Ould reminded members to respond promptly to Council correspondence and emails.

573. Cllr Ould reported an emerging issue ahead of scheduled works at Farleigh Fields West (Dark Lane), noting that Cllr Harland is following up on the matter.

574. Cllr Ould suggested providing members with contact detail slips for North Somerset Council (NSC) and developers to hand out to residents making enquiries. The Office will explore options.

3.3. To answer questions from Councillors

575. A query concerning what procedural lessons could be learned from the Local Boundary Commission review was addressed by Cllr Ould. Members considered opportunities for utilising internal skill sets where available prior to commissioning paid external advice. Members noted that the final consultation submission was approved in accordance with democratic voting procedures.

3.4. To receive and note the Minutes of the Planning Committee meeting held on 17.09.26

576. Received and noted.

3.5. To receive an update from the Clerk

577. The Clerk updated members on staffing arrangements during the Planning and Communications Officer's extended leave. Members were asked to note that officer capacity will be constrained during this period, and were requested to exercise mindfulness regarding workload, including avoiding non-urgent or last-minute Agenda requests.

3.6. To receive an update from the Rights of Ways and Highways Working Party

578. Cllr Power informed members that a footpath installed by Taylor Wimpey terminates short of the kissing gate at the lower end of the field, creating a muddy patch.

579. Cllr Power reported that while the new footpath on NSC land near West Leigh Infant School is wider than anticipated, it is being well-used by residents. Concern was expressed regarding potential unauthorised use by motorcycles and vehicles, and Cllr Power is exploring deterrent options.

580. Cllr Power reported that NSC intends to designate the path as a permissive path rather than a designated public footpath as previously indicated.

581. Cllr Power has requested new fingerposts from NSC to ensure footpaths are clearly signed.

582. Cllr Power reported that a confusing mix of former and new speed limit signage remains following the implementation of the new 20mph limit. Cllr Power and Dt Cllr Petty are following up on the matter with NSC.

583. The Clerk reported that accurate quotes for the Vehicle Activated Signs has been requested now that we have what3words locations. It is hoped that this may be received in time for the next Agenda.

a) To consider and approve in principle whether to seek legal advice regarding the footpath from the Jubilee Stone

584. Following discussions between Cllr Power and Cllr Gordon, it was confirmed that seeking external legal advice was unnecessary.

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

585. Cllr Power advised that following an initial site inspection, TPOs appear unnecessary, though a further visit with Cllr Harland will take place. Cllr Taylor suggested that some trees in the area may already have TPO protection.

3.7. To receive an update from the Enhancement Working Party

586. Cllr Bowerman reminded members that pinecones and raffle prizes are still required for the Over 60s Tea Party. Cllr Bowerman confirmed she will oversee ticket distribution but requested a volunteer to cover one ticket sales date she is unable to attend.

587. Cllr Ould advised members that she will be away on the date of the Tea Party. Members were requested to contact Cllr Bowerman directly if they can assist on the day or with setup on the preceding evening.

3.8. To receive an update from the Finance Working Party

588. Cllr Ould reported that the Finance Working Party had been unable to meet in advance of the meeting, and therefore no recommendations would be presented to members for consideration this month.

589. Cllr Taylor informed members that the Finance Working Party would shortly be reviewing the Grant Application list. It was noted that the six-month financial review would be presented at the October meeting, and that budget planning is now under way.

3.9. To receive an update on Downside

590. Cllr Harland reported that the temporary bus stop at Downside was now operational and being used.

591. An update was received regarding Bristol Airport, noting that a meeting with key organisations was scheduled to take place in early October.

4. Planning

592. Cllr Ould handed over to Cllr Harland as Chair of 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)

593. Cllr Harland updated members on the recent meeting with Brockley Parish Council, NSC and Highways.

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

594. Noted

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)

595. Cllr Harland reported that the construction of affordable housing units at Rodney Road is progressing.

596. Cllr Harland reported that the issue regarding noisy manhole covers at Farleigh Fields East continues. Persimmon Homes are awaiting an agreed works window from NSC Highways to carry out further work.

597. Residents in the new houses at Farleigh Fields East are continuing to express concern about the drainage system and SuDS; Dr Chris Whitlow is currently preparing a hydrology report on behalf of the Council.

i) To discuss and approve the draft report on Farleigh Fields West Drainage

598. Members noted that, owing to external time constraints, the draft Farleigh Fields West Drainage Report was approved and submitted prior to the meeting.

599. **Resolved: Unanimously, Backwell Parish Council (BPC) receive and note the prior submission of the Farleigh Fields West Drainage Report**

600. Members noted receipt of a substantial re-submission pack for Farleigh Fields West which will be considered at the next Planning and Placemaking Committee meeting. While progress on ecological aspects was welcomed, concerns remain regarding play equipment standards and the absence of updates to the LEMP and CEMP.

c) Sites at pre-application stage or subject to emerging proposals (e.g. Land East of Backwell, Land North of Farleigh Road, South Nailsea, Land North Of Farleigh Road)

i) To discuss and approve the draft response to Mac Mic's application 26/P/1324/OU2 Land North of Farleigh Road

601. Cllr Harland reported that the draft response to the Mac Mic application (26/P/1324/OU2, Land North of Farleigh Road) required one minor amendment prior to submission.

602. **Resolved: Unanimously, Backwell Parish Council (BPC) approve the response to application 26/P/1324/OU2 subject to final amendment.**

603. Cllr Harland reported that she had written to Nailsea Town Council (NTC) regarding the reconsultation on the Gleeson's application (Land South of Nailsea). Cllr Harland proposed that BPC and NTC prepare a joint response.

604. **Resolved: Unanimously, Backwell Parish Council (BPC) approve submitting a joint response with Nailsea Town Council to the reconsultation on the Gleeson application (Land South of Nailsea).**

4.2. To receive an update on the Local Green Space

605. No update.

4.3. To receive an update on the Local Plan

606. Cllr Harland thanked Backwell Residents' Association (BRA) for the contribution of £5,000 towards BPC's opposition to the overdevelopment of Backwell. The Clerk confirmed that a formal letter of thanks has been sent.

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)

607. **Resolved: Unanimously, Backwell Parish Council (BPC) approve a 50% contribution of £4,000 plus VAT for Hashi Mohamed's briefing time and site visit**

608. Cllr Harland informed members that the NSC Local Plan Examination hearing commences on 9th November. NSC have confirmed that there are no plans to live stream the proceedings. Cllr Harland proposed that the Clerk write to request live streaming.

609. **Resolved: Unanimously, Backwell Parish Council (BPC) request the Clerk to write urgently to the Planning Inspectorate requesting live streaming of the hearing sessions, and separately to North Somerset Council (NSC).**

4.4. To receive an update on the Neighbourhood Plan

610. No update.

a) To receive an update on planning ahead for young people

611. No update.

b) To receive an update on the safe route to school project

612. Cllr Hollis advised members that grant funding may be available for hi-vis jackets. Cllr Power will look into this opportunity.

613. Cllr Ould confirmed that the new project email account is up and running.

4.5. To receive an update on Bristol Airport

614. Cllr Harland provided a brief update on a recent Airport Consultative Committee (ACC) and confirmed that she will circulate notes.

615. Cllr Harland noted an increase in airport parking in the village, with drivers parking locally to use the new A2 bus service. BPC has requested involvement in the review of the A2 service.

4.6. To receive and consider the monthly report from Lucy White Planning Ltd

616. Received and noted with thanks.

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 *(BPC's decisions submitted to NSC are set out below; full details and reasons are included in Appendix 1)*

a) 26/P/1857/FUL – Land East Of 2 Fairfield Close, Backwell, BS48 3PS (Target date 5 November 2026)

Proposed erection of 1no. detached dwelling and detached double garage, alongside alterations to landscaping and hard standing.

617. **Resolved: Unanimously Backwell Parish Council (BPC) objects to this application**

21:13 *Two members of the public left the meeting.*

b) 26/P/1480/FUH - 4 Russetts Cottages Backwell Common Backwell BS48 3AD

Proposed erection of a part-two storey, part-first floor rear extension. (Amended plans)

618. BPC note that planning permission for application 26/P/1480/FUH (4 Russetts Cottages, Backwell Common) has already been approved by NSC, requiring no further comment.

4.8. To consider and determine the Council's response to the Government's consultation on Planning Powers for Mayors in England

619. Cllr Young provided an overview of the draft response to the Government's consultation on Planning Powers for Mayors in England, which was circulated prior to the meeting.

Following discussion, three additions and one amendment were **agreed**. It was further **agreed** to forward a copy of the final submission to Dt Cllr Petty as requested.

620. Members expressed their thanks to Cllr Young for preparing the response.

621. **Resolved: Unanimously, Backwell Parish Council (BPC) approve the response to the Government's consultation on Planning Powers for Mayors in England, subject to the final amendments agreed in Minute 618.**

5. Transport and Infrastructure

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

622. Members noted that the smart bus priority traffic lights have not yet been installed. It was requested that the Clerk write to North Somerset Council to request an update.

5.2. To receive an update on Vehicle Activated Signs

623. Discussed under Agenda item 3.6.

6. Environment and Community

6.1. To receive an update on tree planting locations

624. Cllr Ould reported that plans are underway to take grafts from the 'Strawberries and Cream' tree.

625. Cllr Hollis reported that she and Cllr Rogers are reviewing potential planting sites across the village, including a potential location for a 'Peace' tree near the new footpath/Backwell Grove.

6.2. To receive an update on the digital noticeboard

626. The Clerk reported a delay in progress regarding the digital noticeboard due to ongoing discussions concerning the land agreement with Bicknell Holdings Limited. Cllr Young and the Assistant Clerk are reviewing the contract terms, and installation of the noticeboard remains on hold pending final approval of the wording.

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

627. Awaiting an updated quotation for the ditch excavation; consideration was deferred.

6.4. To receive an update on the invitation from North Somerset Council's Senior Anti-Social Behaviour Officer

628. Deferred to the next meeting.

6.5. To receive an update on the proposed screening of *People's Emergency Briefing*

629. Cllr Ould noted that the screening was positive and recommended it to members who missed the event.

630. Dt Cllr Petty advised that a follow-up meeting will take place next week.

7. Governance and Policy

7.1. To review the Policies and Procedures Schedule:

a) To consider and approve the updated Press and Media Policy

631. **Resolved: Unanimously, Backwell Parish Council (BPC) approve the updated Press and Media Policy**

b) To consider and approve the updated Backwell Honours Board Policy

632. **Resolved: Unanimously, Backwell Parish Council (BPC) approve the updated Backwell Honours Board Policy**

c) To consider and approve the updated Equality and Diversity Policy

633. **Resolved: Unanimously, Backwell Parish Council (BPC) approve the 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

634. The Clerk asked members to consider whether flashing lights would be appropriate, given the tree's proximity to a main road and the potential impact on individuals with certain medical conditions.

635. **Resolved: Unanimously, Backwell Parish Council (BPC) approve quotation a) for non-flashing multicoloured lights at a cost of £688.07 plus VAT.**

8.2. To consider decorating or painting the old metal barriers that surround the Christmas tree

636. Cllr Ould proposed investigating a banner for the following year and suggested inviting local preschools to decorate the area for the current year. Cllr Taylor expressed concern, noting that the barriers serve as a primary safety warning and must remain clear for that purpose.

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

637. Noted. Also see Minute 625.

8.4. To consider and approve the quotation for weed control spray around the village at a cost of £695.00 exc VAT

638. It was noted non-toxic products would be used and no glyphosate around the play areas.

639. **Resolved: Unanimously Backwell Parish Council (BPC) approve the quotation of £695.00 exc VAT for Complete Weed Control to supply and apply weed control around the village.**

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

640. Noted.

21:40 Dt Cllr Petty left the meeting.

9. Finance

9.1. To receive and consider Receipts and Payments schedule for October 2026 (Checked by Cllr Bowerman prior to the meeting)

641. Received and noted.

9.2. To authorise expenditure for the month of October 2026

642. The Clerk reported nine additional payments totalling £2,606.95, one receipt for £71.77 and a bank transfer of £5,000.00 from the Unity T2 account to the Unity T1 account. (See Appendix 2)

643. The confirmed total expenditure for the month, including the additions set out in Appendix 2, was £31,484.66

644. **Resolved: Unanimously Backwell Parish Council (BPC) authorise expenditure of £31,484.66**

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

645. Received and noted

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

646. Noted

b) Stone chippings for the Allotments purchased from Tarmac at a cost of £390.00 plus VAT

647. Noted

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

648. Noted

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 opt

649. The Clerk updated members on an operational issue regarding two-Councillor online authorisation for transfers from the NatWest account. Members noted the interim procedure agreed by the Finance Working Party: the Clerk will notify the Working Party via email prior to any transfer, obtain written authorisation from two members, and complete the transaction in the physical presence of one Working Party member while alternative banking arrangements are researched.

650. **Resolved: Unanimously, Backwell Parish Council (BPC) approve the temporary fund transfer process for the NatWest account as recommended by the Finance Working Party.**

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.

651. **Resolved: Unanimously, Backwell Parish Council (BPC) agree that members of the Public and Press be excluded from the meeting.**

21:48 *One member of the public left the meeting.*

10.1. To receive an update on Local Green Space, determine any next steps and agree any necessary authorisations

652. Cllr Ould informed members that there was no further update at present. Potential next steps were discussed.

10.2. To receive an update on Backwell as a Strategic Site

653. Cllr Harland gave a brief update.

10.3. To agree a reserve fund of up to £24,000 to ensure Backwell Parish Council can uphold our Planning and Placemaking principle

654. Cllr Harland outlined the background to the request and addressed questions from members.

655. Members discussed seeking clarification regarding the legality of utilising Community Infrastructure Levy (CIL) funds for this purpose.

656. **Resolved: Unanimously, Backwell Parish Council (BPC) approve a reserve fund of £24,000 for Planning and Placemaking.**

10.4. To note the calculated new pay rates and backdated pay amounts for staff in relation to Agenda item 9.5

657. Deferred to the next meeting.

10.5. To consider and determine a proposal to increase the Clerk's contracted working hours, following successful completion of CiLCA

658. Deferred to the next meeting.

11. Meeting Dates

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

659. Members noted the date of the next meeting. Cllr Ould requested members confirm their attendance in advance, as the scheduled date coincides with Bonfire Night. Apologies for absence were received and recorded from Cllrs Power and Young.

660. There being no further items of business, the Chairman closed the meeting at 22:15 hours.