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

1st Floor, 43 Rodney Road, Backwell, North Somerset, BS48 3HW
Tel: 01275 464653
Email: clerk@backwell-pc.gov.uk

PRESENT: Councillors Phil Harris (Chairman), Mo Bowerman, Barbara Harland, Charles Hatcher, Paddy Horner, Hilary Power, Bob Taylor and Anthony Young
IN ATTENDANCE: Clare Melton (Clerk), 2 members of the public

1. Administration

1.1. To receive apologies for absence

001. Cllrs Gordon, Ould, Martin, Ramos and Hollis. Dt Cllr Petty

1.2. To note the resignation of Councillor James Sharkey and the resulting vacancy

002. Members noted the resignation and thanked James Sharkey for his time on the Council.

1.3. To consider the co-option of M Rogers and, if appointed, to receive their Declaration of Acceptance of Office

003. Deferred.

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

004. Personal interest
Cllr Horner – Agenda item 4.1c) Station Close resident
Cllr Harland – Agenda items 4.1b) – Dark Lane resident
Cllr Bowerman – Agenda item 4.1c), 4.6h) – Backwell Common resident
Cllr Hatcher – Agenda item 4.7c) – Neighbour of applicant
Cllr Young – Agenda item 4.7e) – Neighbour of applicant

005. Prejudicial interest
None.

006. Disclosable Pecuniary Interests
None.

1.5. To approve the Minutes of the meeting held on 5th March 2026

007. The Minutes of the Full Council Meeting held on 5th March 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)

008. A member of the public:

- Thanked Cllr Power for attending the Nailsea & Backwell Disabled Access Café and provided an update
- Raised concerns regarding flooding across the pavement by Backwell Lake
- Raised concerns regarding the withdrawal of the X7 bus service

Members noted the comments. The Clerk will provide relevant contact details, and correspondence will be shared with the appropriate parties.

3. Reports

3.1. To receive a report from the District Councillor

009. No report this month.

Signed……Chairman

3.2. To receive communications from the Chairman

010. None.

3.3. To answer questions from Councillors

011. None received.

3.4. To receive and consider Minutes of the Planning Committee meeting held on 19.03.26

012. Noted.

3.5. To receive an update from the Clerk

013. The Clerk provided an update on:

- staff holidays;
- staff medical absence; and
- the commencement of the financial year-end process.

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

014. Cllr Power reported that a stile on a public right of way north of the A370, near Farleigh Fields, will be replaced with a kissing gate to improve accessibility. The project is part-funded by Backwell Parish Council (BPC) and North Somerset Council (NSC), with installation to be carried out by the Woodspring Ramblers. Members noted their thanks to all involved.

a) To receive an update on the audit of pavements in Backwell

015. Cllr Power reported that Cllr Gordon is reviewing the audit, but was not present to provide an update.

3.7. To receive an update from the Enhancement Working Party

016. Cllr Bowerman reminded members that the Chairman's Drinks will take place after the meeting on 2nd July, which will start at 6.30pm, and also reminded members of the December events.

3.8. To receive an update from the Finance Working Party

017. Cllr Taylor updated members on the recent Parish Hall Trustees meeting and advised that additional funding may be required for IT equipment due to unforeseen Wi-Fi costs, noting that a grant has already been provided.

3.9. To receive an update on Downside

018. Cllr Taylor updated members on ongoing issues relating to Bristol Airport, including continued safety concerns regarding the bus stop. He reported that North Somerset Council (NSC) has indicated that parking restrictions within the lay-by may be required as an alternative. Members noted frustration that the matter has been ongoing for a number of years and that the Council will need to restate its position to NSC. Cllr Harland confirmed that she has raised the matter with Dt Cllr Petty, who is also following this up.

019. Members discussed the potential need for specialist highways and legal advice. It was noted that a resident with relevant expertise may be able to assist.

020. Resolved: Unanimously Backwell Parish Council agree that a fee proposal be sought for specialist highways advice and legal advice.

4. Planning

021. No update. Cllr Harris handed over to Cllr Harland as Chair of Planning.

4.1. To receive an update on major planning sites within the parish, including:

022. No update.

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

023. Cllr Harland referred to a draft letter to Cllr Daw, circulated prior to the meeting, regarding the proposed closure of Chelvey Road and the lack of progress on previously discussed

alternative access arrangements. The draft reiterates BPC's position regarding access for residents.

024. Resolved: Unanimously Backwell Parish Council approve the draft letter and agree that it be sent to Cllr Daw.

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)

025. Cllr Harland updated members as follows:

- **Farleigh Fields East** – A new Speed Indicator Device, in line with Persimmon's Section 106 agreement, has been installed. Cllr Harland has written to NSC regarding flooding issues
- **Land West of Rodney Road** – A partial road closure for resurfacing is in place for the remainder of the school holidays. Pedestrian access to the Playing Fields is maintained, with resident vehicle access permitted between 4.30pm and 8.30am. Cllrs Harland and Power met with Taylor Wimpey on 1st April to discuss a number of residents' concerns
- **Farleigh Fields West (Land off Dark Lane)** – Updated mitigation information, including the Construction Traffic Management Plan (CTMP) and drainage proposals, has been received and is being reviewed by BPC. A meeting is being arranged to discuss these matters
- **Coles Quarry** – Awaiting a draft CTMP. Following an HGV-related incident during the school run, members agreed to request no site traffic movements at school times and for the Clerk to contact the PCSO regarding school run presence and pavement obstruction issues

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

026. Cllr Harland informed members that Rubix has submitted an application to demolish 37 Farleigh Road, to be considered under Agenda item 4.7.f).

4.2. To receive an update on the Local Green Space

027. Cllr Harland informed members that an update is awaited from NSC.

4.3. To receive an update on the Local Plan

028. Cllr Harland referred to a draft letter to North Somerset Council (NSC), circulated prior to the meeting, regarding the need to review the emerging Local Plan. Members expressed the view that any action or application outside of the Local Plan process would be premature and not in keeping with the intended strategic and democratic planning framework.

029. Resolved: Unanimously Backwell Parish Council approve the draft letter and agree that it be sent to North Somerset Council.

4.4. To receive an update on the Neighbourhood Plan

030. There was no update. Cllr Harland confirmed that Polden Planning is being kept informed of relevant matters in Backwell.

4.5. To receive an update on Bristol Airport

031. Cllr Harland informed members that Bristol Airport has announced its intention to apply to increase passenger numbers to 15 million per annum. She raised concerns regarding the potential impact, including increased emissions, pressure on local roads and noise.
Cllr Harland proposed that BPC object to the proposal when the consultation opens.
Members discussed the proposal and **agreed**.

Members also noted that the Parish Councils Airport Association (PCAA) has requested that Parish Councils ask their District Councillors to write in support of objections. It was **agreed** that this request be made.

032. Resolved: Unanimously Backwell Parish Council agree to object to the proposed increase in passenger numbers and to request that Dt Cllr Petty write in support. Cllr Harland will prepare a draft response.

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

033. Noted.

4.7. To agree a response to the planning applications as set out in the accompanying report ***(BPC's decisions submitted to NSC are set out below; the reasons for each decision are included in full in the Appendix)***

a) 26/P/0447/FUH – Bowbell Cottage, The Batch, Backwell, BS48 3DL
Proposed erection of a second storey rear/side extension and associated works

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

b) 26/P/0440/FUH – 5 Amberlands Close, Backwell, BS48 3LW
Proposed erection of a single storey rear extension and extension to front porch

035. Resolved: Unanimously Backwell Parish Council (BPC) supports this application in principle

c) 26/P/0520/FUH – 33 Church Town, Backwell, BS48 3JQ
Proposed erection of a first floor front extension over existing garage

036. Resolved: Backwell Parish Council (BPC) supports this application in principle by a majority vote (1 abstention)

d) 26/P/0527/FUH – 4 Manor Court, Backwell, BS48 3BS
Proposed conversion of existing garage to form livable space and erection of a single storey rear extension. Expansion of existing raised rear terrace and front hardstanding

037. Resolved: Unanimously Backwell Parish Council (BPC) supports this modest application with conditions

e) 26/P/0554/FUH – Bracken Lodge, Church Lane, Backwell, BS48 3JJ
Proposed new loft conversion with the installation of 3 new dormer windows to the rear elevations and conservation roof lights to the front elevation. Installation of new bi-fold doors to the rear elevation at ground floor level to replace existing windows and replacement of the single pane windows to be replaced with new UPVC windows and associated works

038. Resolved: Backwell Parish Council (BPC) supports this application, with conditions, by a majority vote (1 abstention)

20:30 Cllr Taylor temporarily left the meeting

f) 26/P/0568/DEA – 37 Farleigh Road, Backwell, BS48 3PB
Application to determine if prior approval is required for the proposed demolition of existing dwelling and outbuildings at 37 Farleigh Road

20:33 Cllr Taylor returned to the meeting

039. Resolved: Unanimously Backwell Parish Council (BPC) objects to the proposed demolition of 37 Farleigh Road

g) 26/P/0477/FUL 45 West Town Road, Backwell, BS48 3HG

Proposed change of use from a printing and sign-writing workshop to the operation and administration of an online motor parts and household goods company, Use Classes E (g)(i), (ii) and (iii)

040. **Resolved: Unanimously Backwell Parish Council (BPC) wishes to add an addendum to our objection previously submitted**

h) 25/P/2353/FUL Former Railway Compound Backwell Bow Backwell

Change of use of land from disused railway compound to 1no. Traveller and Gypsy pitch together with the formation of hardstanding, the erection of a day room and creation of a paddock

041. **Resolved: Backwell Parish Council (BPC) continues to object to this application by a majority vote (1 abstention) and wishes to add an addendum to our previous submission.**

5. Transport and Infrastructure

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

042. Cllr Hatcher updated members on the temporary closure of the A370 for roadworks and confirmed that contact has been made with the Bus Services Improvement Plan (BSIP) team at North Somerset Council (NSC).
Members noted that a shuttle bus to Bristol is proposed; however, concerns were raised regarding the lack of provision for those travelling towards Weston-super-Mare, and the limited accessibility of rail alternatives for those with mobility needs. Concerns will be passed to Dt Cllr Petty.

5.2. To receive an update on Speed Indicator Devices

043. Cllr Power updated members that the Clerk has prepared a report on Speed Indicator Devices ("smiley face" signs), which has been circulated to the Rights of Way and Highways Working Party. It was noted that NSC has advised that any device must be mobile and relocated approximately every two weeks. The Clerk confirmed that research is ongoing, including consideration of purchasing a device outright or procuring a managed service package, and that quotations are awaited.

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

044. Cllr Taylor reported that he had visited the property. Members considered the request and agreed that a response will be issued to the resident. Cllr Taylor will prepare a draft.

6. Environment and Community

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

045. Members were informed that research to date indicate that the new bus shelters being installed by NSC will not have green 'roofs'.

6.2. To receive an update on tree planting locations

046. There was no update. It was suggested that the allotments could be explored as a potential location.

6.3. To receive an update on the digital noticeboard

047. Cllr Harris confirmed that a planning application for the digital noticeboard has been submitted.

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

048. Members discussed the matter and agreed that Cllr Taylor will investigate this further. Cllr Harland suggested that the work should be undertaken on an annual basis as it is a recurring issue.

7. Governance and Policy

7.1. To review the Policies and Procedures Schedule

a) To approve the Health and Safety Policy

049. Resolved: Unanimously Backwell Parish Council approve the updated 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

050. Cllrs confirmed that there were no conflicts of interest.

051. Resolved: Unanimously, Backwell Parish Council confirm BDO, Southampton, as External Auditor. The Council confirms that there are no conflicts of interest. The conflicts of interest form was duly signed by Cllr Harris and the Clerk.

8. Consultations

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

052. After discussion, it was **agreed** that Cllr Young will circulate the draft response to members for consideration and approval prior to submission on behalf of the Council.

21:06 One member of the public left the meeting.

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

053. Resolved: Unanimously, Backwell Parish Council to accept Quotation B.

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

054. Resolved: Unanimously, Backwell Parish Council to accept Quotation B.

9.3. Grounds Maintenance Contract

To consider and determine the most appropriate contractor for grounds maintenance services

055. Members discussed the significant differences between the quotations, with differing views expressed. It was noted that there may be inconsistencies in the quotations received. Following discussion, Cllr Harris proposed that the item be deferred and that each contractor be contacted to review and confirm their quotations.

056. Resolved: Backwell Parish Council agreed by a majority vote (1 against) to defer the item and contact each contractor to review and confirm their quotations.

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

057. Resolved: Backwell Parish Council unanimously agreed to proceed with Option A (no food waste collection) and to review the position 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)

058. Resolved: Backwell Parish Council unanimously agreed to implement the proposed online account arrangement, comprising four new accounts at £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)

059. Noted.

10.2. To authorise expenditure for the month of April 2026

060. The Clerk informed members that there were fifteen additional payments and two receipts:

Payments

Name	Details	Date	Payment	Net	VAT	Total
CBS (Accounting) Ltd	Payroll services	01.04.26	BACS	£27.50	£5.50	£33.00
Mr A Savage	Office cleaning, village orderly - March 2026	01.04.26	BACS	£704.00	£140.08	£844.08
Mr A Savage	Litter bin monthly March 2026	01.04.26	BACS	£120.00	£24.00	£144.00
Mr A Savage	Dog bin & litter bin monthly fee March 2026- **MOOR LANE**	01.04.26	BACS	£220.00	£44.00	£264.00
Mr A Savage	Dog bin monthly fee March 2026	01.04.26	BACS	£315.00	£63.00	£378.00
Lite	Festive Lighting deposit payment 1 of 3	01.04.26	BACS	£1,840.25	£368.05	£2,208.30
EDF	Christmas Lights Feeder Pillar	01.04.26	BACS	£16.22	£0.81	£17.03
EDF	Parish Office	26.04.26	DD	£17.44	£0.87	£18.31
PC Dial	Monthly IT contract charge- Mar 26	01.04.26	DD	£202.00	£40.40	£242.40
Unity Trust Bank	T1 Service charge	31.03.26	DD	£7.00	£0.00	£7.00
Unity Trust Bank	T2 Service charge	31.03.26	DD	£11.95	£0.00	£11.95
Virgin Business	Office internet and phoneline	20.04.26	DD	£46.04	£9.21	£55.25
Office Boffins	Meeting room table	01.04.26	BACS	£244.95	£48.99	£293.94
ALCA	ALCA & NALC subscription	01.04.26	BACS	£980.30	£0.00	£980.30
The Planning Portal	Advertising Planning application for digital noticeboard	01.04.26	BACS	£396.00	£0.00	£396.00
	TOTAL			**£5,148.65**	**£744.91**	**£5,893.56**

Receipts

Name	Details	Date	Payment	Net Amount	VAT	Total

Unity Trust Bank	Credit interest	31.03.26	IN	£194.40	£0.00	£194.40
NatWest	Credit interest	31.03.26	IN	£231.62	£0.00	£231.62
				£426.02	**£0.00**	**£426.02**

061. The confirmed total expenditure for the month, including the additions above, was £15,982.97.

062. Resolved: Unanimously Backwell Parish Council authorise expenditure of £15,982.97

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

063. Noted.

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

064. The Clerk reported that the forms need to be resubmitted following a request from the bank.

11. Meeting Dates

11.2. 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

065. Noted.

066. There being no further items of business, the Chairman closed the meeting at 21:30 hours.