

## **MINUTES OF WHITCHURCH VILLAGE COUNCIL ORDINARY PARISH MEETING HELD IN THE WVCA HALL ON WEDNESDAY 4<sup>th</sup> JUNE 2025**

Present: Cllrs N Kirk (Chair), M Dury, S Bangham, S Bryant, R Chandler, J Fox-Bowen, C Lewis, P O'Leary, V Perry, A Vowles, S Dyer (Clerk), District Councillor Paul May B&NES & one member of the public.

The Chair welcomed everyone to the meeting.

### **2025/14 PUBLIC PARTICIPATION**

Councillors brought up issues reported to them by residents including could the newsletter be delivered earlier and more often?, the hanging baskets need replacing, the traffic lights at the junction of Staunton Lane & the A37 are not letting enough cars out, a yellow box is needed outside the Toby Carvery as vehicles block the road and vegetation is overgrown on the cycle path. One positive note was that a great job has been completed on the resurfacing of Stockwood Lane, thanks to B&NES contractors.

### **2025/15 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

The Clerk gave an apology for Councillor P Orchard who is unwell. This apology and the reason for non-attendance was accepted by all present.

### **2025/16 TO RECEIVE ANY DECLARATIONS OF INTERESTS UNDER WHITCHURCH VILLAGE COUNCIL'S CODE OF CONDUCT (ADOPTED ON 7<sup>th</sup> NOVEMBER 2012)**

None received.

### **2025/17 TO RECEIVE, CONSIDER AND GRANT ANY DISPENSATIONS (FOR DISCLOSABLE PECUNIARY INTERESTS)**

None received.

### **2025/18 TO CONFIRM THE MINUTES OF THE ORDINARY VILLAGE COUNCIL MEETING HELD ON 7<sup>th</sup> MAY 2025**

The minutes of the meeting held on 7<sup>th</sup> May 2025 previously circulated, were agreed and signed as a true record of the meeting, by N Kirk – Chair.

### **2025/19 TO CONFIRM THE MINUTES OF THE ANNUAL MEETING OF WHITCHURCH VILLAGE COUNCIL HELD ON 7<sup>th</sup> MAY 2025**

The minutes of the Annual Whitchurch Village Council meeting held on 7<sup>th</sup> May 2025, previously circulated, were agreed and signed as a true record of the meeting, by N Kirk – Chair.

### **2025/20 TO CONSIDER EITHER PURCHASING A NEW PRINTER/COPIER OR USING A MANAGED COPIER SERVICE**

The quote received for a managed copier service was considered and it was agreed that it was too expensive for the needs of the Council. It was resolved that the Clerk should purchase a new all in one printer/scanner/copier with a budget of up to £400.00.

### **2025/21 TO RECEIVE A REPORT ON THE VE DAY BEACON LIGHTING EVENT AND CONSIDER GETTING INVOLVED IN THE VJ DAY 80 EVENT AT THE RBL**

The feedback received was that it was a very good evening enjoyed by those who attended. The Chair thanked all the volunteers who helped make the evening so successful. Cllr M Dury also attended the VE Day 80 event at the British Legion during the day. It was agreed that the Chair will ask the British Legion if they need Councillors to help in anyway at their event planned for Friday 15<sup>th</sup> August.

## **2025/22 TO REVIEW THE INSURANCE POLICY AND AGREE ANY AMENDMENTS REQUIRED**

The Fidelity guarantee part of the insurance policy with Zurich was reviewed and it was agreed to find out the cost of increasing it from £50,000.00 to either £100,000.00 or £250,000.00 depending on the cost. The Clerk will investigate this.

## **2025/23 TO CONSIDER AND AGREE THE CONTENTS OF A FREEDOM OF INFORMATION POLICY**

A copy of a Freedom of Information Policy has been circulated to all Councillors. It was resolved to accept this policy and review it annually.

## **2024/24 TO REVIEW THE RETENTION & DISPOSAL POLICY AND LIST OF DOCUMENTS**

The Retention & Disposal Policy and List of Documents were reviewed; it was agreed that no amendments are required.

## **2025/25 TO REVIEW THE EMAIL CONTACT PRIVACY NOTICE**

The Email contact Privacy Notice was reviewed; it was resolved that no amendments are required.

## **2025/26 PLANNING & TRAFFIC**

### **a) To note the current Planning Application list.**

The current Planning application listed in Appendix A, previously circulated to all Councillors was noted.

### **b) To receive information from a resident regarding planning issues and note the contents of a letter sent to B&NES Council**

The contents of an email & letter received from a resident regarding planning issues being experienced were noted. It was resolved that this issue is outside the jurisdiction of the Village Council and that it would be inappropriate to make any comment on this matter as it is subject to legal proceedings.

### **c) To consider complaints made by a resident regarding traffic in Maggs Lane and agree actions**

A resident's letter was read out regarding an increase in traffic entering Maggs Lane including large, heavy commercial vehicles which exceed the current width and weight limits. Vehicles mount the pavement to get around the entrance which is unsafe as the area is used for children walking to and from Whitchurch Primary School.

It was agreed that the Clerk will ask B&NES Highways if they can help with these issues as it is a safe route to school and also report this to the local PCSO's.

## **2025/27 CLERKS REPORT**

Several complaints have again been received from residents regarding the e-scooters and e-bikes which are being left around the village blocking the pavements for pedestrians.

WECA have been contacted and have sent the concerns to Dott's area manager to investigate and resolve the issues.

Dott have again apologised for any inconvenience caused and stated they will attend to the relocation of the vehicles. It has been explained to them that this is not solving the issue, and this matter needs to be looked into further and resolved as it has been going on for months and seems to be getting worse.

The resurfacing of Stockwood Lane has made such a difference to the area and an excellent job was carried out by the contractor.

Help will be needed in the next couple of weeks to tidy and plant up the Millennium Garden and planters around the village. B&NES will be removing the hanging baskets and planting them with summer plants.

## **Meetings**

The next Keynsham Area Forum meeting is on Monday 23<sup>rd</sup> June at 6.30.p.m. Keynsham Community Space & The Chew Valley Forum is on Thursday 26<sup>th</sup> June at 6pm Chew Valley School.

#### **2025/28 ITEMS OF INTEREST FROM DISTRICT COUNCILLOR PAUL MAY BANES**

Paul explained that as B&NES cannot prove they have a five-year land supply, so all areas are vulnerable. B&NES will be undertaking Placemaking consultations in due course. B&NES have launched a new initiative called 'Everyone Health' which seems like it will be a very positive service. He has a meeting regarding the road crossing next week to receive an update on this.

The Chair thanked Paul for his report.

#### **2025/29 FIELD, CEMETERY & COMMUNITY GARDENS (ALLOTMENTS)**

##### **a) To Grant Exclusive Rights of Burial**

Brenda Eileen Welch      Plot No. J37      Deed No. 1513  
Ref: (Brian Thomas Welch)

Yvonne Kew      Plot No. H73 b)      Deed No. 1514  
Ref: (David Henry Kew)

V Perry proposed, C Lewis seconded, and the meeting duly passed the Exclusive Rights of Burial.

#### **2025/30 FINANCE**

##### **a) To note and agree the payment of accounts dated 4<sup>th</sup> June 2025.**

The schedule of payments dated 4<sup>th</sup> June 2025 as listed in Appendix B, were agreed and will be authorised online by Cllrs J Fox-Bowen & P O'Leary.

##### **b) To consider and agree any conflicts of interest with BDO LLP**

It was resolved that there are no conflicts of interest with BDO LL, who are the current External Auditors.

##### **c) To receive and note the annual internal audit for 2024/2025**

The Internal Audit report for 2024/2025 has been completed by Tony Griffin and circulated to all Councillors, this was noted. The AGAR has been signed accordingly with no issues raised.

##### **d) To consider, approve & sign Section 1 - Annual Governance Statement 2024/2025**

Section 1 – The Annual Governance Statement 2024/2025 was considered, approved and signed by the Chair – N Kirk.

##### **e) To consider, approve & sign Section 2 - Accounting Statements 2024/2025**

Section 2 – The Accounting Statements for 2024/2025 were considered, approved and signed by the Chair – N Kirk.

##### **f) To agree the date of the Public Inspection Rights period for the 2024/2025 accounts.**

It was agreed that the date of the Public Inspection Rights for the 2024/2025 accounts will commence on Tuesday 17<sup>th</sup> June 2025, ending on Monday 28<sup>th</sup> July 2025.

The Chair thanked everyone for their attendance and closed the meeting at 9.00.p.m.

The next meeting is on Wednesday 2<sup>nd</sup> July 2025.

**Appendix A**  
**PLANNING APPLICATION LIST – 4<sup>th</sup> JUNE 2025**  
**APPLICATIONS**

13/12/2023 23/04552/FUL	<p>Creo Properties Ltd  Central Garage, 93 Bristol Road, Whitchurch, BS14 0PS  Erection of two three-bedroom houses with associated car parking following demolition of existing single-storey car repair workshop</p> <p><b>OBJECT</b> – for the following reasons: -</p> <p>The demolition of the existing car repair workshop would be a loss of employment and business in Whitchurch Village and would be in detriment to Policy WV 1.5 – Retain employment in the village, of the Whitchurch Village Neighbourhood Plan.</p> <p>Many residents previously used the garage for their car repairs and MOT's and there has been no visible attempt to market the site as a business, therefore it will be another loss of an essential service &amp; amenity to the community.</p> <p>Vehicles using parking spaces will reverse out of the site across the pavement onto the A37 road due to the lack of turning space, this would have a detrimental impact on road safety in this location.</p> <p>Policy No's WV4.2 – Traffic Impacts of Developments &amp; WV4.3 Traffic &amp; Safety.</p> <p>It would be an overdevelopment of the site, the design of the proposed properties is out character of other properties in this area, as the plans are three storeys high with balconies at the windows. They would also have a negative impact on the listed building, Yew Tree cottage, which is situated at the rear of the site.</p> <p>There is no need for more residential accommodation in this location.</p>
19/02/2024 24/00620/FUL	<p>Mr Hunt, Greenacre, Staunton Lane, Whitchurch, BS14 0QL  Erection of a detached two storey 5-bedroom dwelling with double garage.</p> <p><b>OBJECT</b> for the following reasons: -</p> <p>The proposed development is an inappropriate development within the Green Belt. No special circumstances are demonstrated to outweigh this, and it is therefore contrary to Policy GB2 Development in Green Belt Villages &amp; Core Policy CP8.</p> <p>Land in Whitchurch Village has already been removed from the Green Belt in exceptional circumstances to meet Policy RA5 strategic site for development. There is therefore no need for further development on Green Belt land within Whitchurch Village. The proposed development is outside the Housing Development Boundary and is therefore contrary to Policy RA1 of the Bath &amp; North East Somerset Council Core Strategy &amp; Policy WV 2.1 of the Neighbourhood Plan as it would increase the density of development within existing curtilages.</p> <p>Further development is not suitable in this location due to the poor state of the unadopted access road to the site.</p>

13/08/2024 24/01430/FUL	<p>Mr J Hallet 6 St Nicholas Road, Whitchurch, Bristol, BS14 0PJ Use of proposed garage as granny annexe. Retrospective. <b>OBJECT</b> - This is a plain flouting of the planning rules and should be dealt with accordingly. In 2022 the Village Council supported an application for a garage on this site, with a condition that it can only be used as a garage and not changed into a residential dwelling. B&amp;NES permitted the application on 16<sup>th</sup> September 2022 with a condition No.3 Ancillary Use – ‘The development hereby permitted shall not be occupied at any time other than for the purposes ancillary to the residential use of the dwelling known as 6 St Nicholas Road and shall not be occupied as an independent dwelling unit’. As far as the Village Council is concerned there are no reasons in the last two years to change this decision. B&amp;NES have previously refused all other applications on this site. If it is decided to permit this application, it will set a precedent for future applications in Whitchurch Village.</p>
11/10/2024 24/03779/FUL	<p>Mrs N Spiller Rosemead, Staunton Lane, Whitchurch, Bristol, BS14 0QL Erection of single storey rear extension and garage conversion. <b>SUPPORT</b> this application.</p>
31/01/2025 25/00367/FUL	<p>G Sykes Vehicle Storage Yard, Staunton Lane, Whitchurch The erection of 7 no. industrial units (Class E) and associated development <b>OBJECT</b> - for the following reasons: <b>Green Belt</b> - The site is within the Green Belt and therefore is inappropriate development, there are no special circumstances to warrant erecting 7 industrial units in this location. (Policy CP8) <b>Amenity</b> - The erection of 7 industrial units would have an adverse impact, due to the proximity of neighbouring residents and the additional vehicle movements created by the businesses using the industrial units. The proposal is contrary to Policy D6: Amenity - Placemaking Plan Policy. <b>Traffic Impact</b> - This section of Staunton Lane is a minor residential lane and therefore is not suitable access for larger vehicles entering the proposed site to make deliveries to and from the industrial units. The proposal is contrary to Policy ST7 - Placemaking Plan Policy.</p>
23/04/2025 25/01526/FUL	<p>Lloyd &amp; Davies Falklands, 78 Bristol Road, Whitchurch, Bristol, BS14 0QW Creation of drop kerb and boundary wall <b>SUPPORT</b> this application, most other properties in the vicinity have dropped kerbs.</p>

01/05/2025  
25/01607/PIP

Mr D Maddox  
Church Farm Barn, Washing Pound Lane, Whitchurch  
Permission in Principle for the erection of a minimum four to a maximum six dwellings  
**OBJECT** - The site lies outside the housing development boundary and is within the Green Belt which separates Whitchurch Village, Bath & North East Somerset from the City of Bristol.  
Therefore, the development of the site would be harmful to the openness of the Green Belt, the semi-rural character of the area and would conflict with the purpose of preventing neighbouring towns from merging and safeguarding the countryside from encroachment and is in conflict with Policy CP8: Green Belt.  
The proposal for four to six dwellings in this location would be an overdevelopment of the site.  
The increase in traffic movements on the small country lane where the site is situated would be in detriment to highway safety & Policy ST7.

## RESULTS

27/02/2025  
25/00772/FUL

Katie Bewley  
Corbiere, Woollard lane, Whitchurch, BS14 0QR  
Erection of side and front extension following demolition of existing garage with elevation and material changes.

28/05/2025

**PERMITTED**

04/03/2025  
25/00652/HEDGE

Envolve Infrastructure  
Removal of 7 no. sections of hedgerow to facilitate the installation of a new water main.

08/04/2025

**ALLOWED - Subject to 6 Conditions**

19/03/2025  
25/00689/FUL

Jonathan Spencer  
3 Hamilton Way, Whitchurch, BS14 0SZ  
Erection of a front porch extension from the front door

22/04/2025

**PERMITTED.**

## Appendix B

### MONTHLY PAYMENT OF ACCOUNTS

DATE: 4<sup>th</sup> JUNE 2025

D/D	British Telecom	Phone/broadband	71.58	11.93
D/D	SSE	Electricity Clock - April (already debited 19/5/25)	69.08	3.29
DR	Lloyds Bank	Credit card	87.00	
DR	Unity Trust	Bank charge	6.00	

**Number of payments: 4**

**Sub Total: £233.66**

**£15.22**

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BT	Salaries	Various	1,944.43	
BT	WVCA	Rent & meetings May	198.00	
BT	Your Solution	Maintenance	1,918.00	
BT	B&NES Council	Pension Fund	513.88	
BT	H M Revenue & Customs	PAYE & NIC May	451.16	
BT	A & T Griffin	Internal Audit fee	275.00	
BT	GB Sport & Leisure	Playpark inspection	71.40	11.90
BT	GB Sport & Leisure	Maintenance roundabout	1,683.00	280.50
BT	Zurich	Insurance	1,558.81	
BT	Apollo cleaning	PAT testing	72.00	12.00

**Number of payments: 11**

**Sub Total: £8,685.68**

**£304.40**

**Total Payments**

**£ 8,919.34**

**£319.62**