

MINUTES OF WHITCHURCH VILLAGE COUNCIL ORDINARY PARISH MEETING HELD IN THE WVCA HALL ON WEDNESDAY 1st OCTOBER 2025

Present: Cllrs N Kirk (Chair), S Bangham, S Bryant, R Chandler, M Dury, J Fox-Bowen, P O'Leary, P Orchard, A Vowles, District Councillor Paul May B&NES, J Dury (Assistant Clerk).

Cllr Nick Kirk opened the meeting and welcomed everyone.

2025/71 PUBLIC PARTICIPATION

Cllr M Dury mentioned that the MG Estate Agency building has a 'To Let' sign outside.

2025/72 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

The Clerk gave apologies for Councillors C Lewis and V Perry, who are unable to attend the meeting due to personal circumstances. The apologies and the reason for non-attendance were accepted by all present.

2025/73 TO RECEIVE ANY DECLARATIONS OF INTERESTS UNDER WHITCHURCH VILLAGE COUNCIL'S CODE OF CONDUCT (ADOPTED ON 7th NOVEMBER 2012)

Cllrs M Dury, S Bangham, S Bryant declared an interest in agenda item 12 b)

Cllr R Chandler declared an interest in agenda item 9 c)

Cllr A Vowles declared an interest in agenda item 9 f)

2025/74 TO RECEIVE, CONSIDER AND GRANT ANY DISPENSATIONS (FOR DISCLOSABLE PECUNIARY INTERESTS)

None received.

2025/75 TO CONFIRM THE MINUTES OF THE ORDINARY VILLAGE COUNCIL MEETING HELD ON 3rd September 2025

The minutes of the meeting held on 3rd September 2025 previously circulated, were agreed and signed as a true record of the meeting, by N Kirk – Chair.

A member of the public arrived at the meeting at 7.52pm

2025/76 TO REVIEW THE HEALTH & SAFETY POLICY, INCLUDING THE OFFICE & EMPLOYEES RISK ASSESSMENTS

The Health & Safety Policy, including the office & Employees risk assessment previously circulated to all Councillors, was reviewed and it was agreed to add that two people are required to post any notice on the bus stop notice boards. This is in addition to it appearing in other policies.

2025/77 TO DISCUSS THE CHRISTMAS LIGHTS 'SWITCH ON' AND AGREE PLANS FOR THIS.

The Assistant Clerk advised what actions have already been taken and further details were discussed and agreed, which the Clerk/Assistant Clerk will implement. Lamp post number 19 needs to be checked to ensure any devices have been removed as previously requested. Cllr P May will enquire about other devices attached to lamp posts in the village. All Councillors can assist apart from N Kirk, the Clerk will contact the other volunteers who usually help to check they are available. A run through of the event will take place on Monday 2nd December meeting at 6pm in Church Road. The Assistant Clerk asked for a Councillor to be the lead person on the Event Plan, this was to be discussed with the Clerk.

The 107th Scout Group will sell packets/cones of sweets and glow sticks during the switch on event the same as last year.

2025/78 TO CONSIDER THE WAY FORWARD WITH COMPETITION FOR CHRISTMAS AND AGREE PLANS FOR THIS YEAR.

Cllr Angela Vowles visited Whitchurch Primary School and the school would be happy to incorporate a Christmas card competition into their regular card making project.

Councillors agreed to give tokens to prize winners to the value of £10 with any money remaining from the budget to be given to the school to purchase books/equipment. A budget of £150 was set.

2025/79 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 ratify the response to planning application no. 25/03338/FUL

The response previously submitted was ratified.

c) To consider and agree a response to the following planning application: -

Application No. 25/03456/FUL

The planning application was considered, and it was resolved to Object the application on the grounds of exceeding more than a third of the original dwelling and in line with the Council's consistent approach to Green Belt.

Application No. 25/03663/OUT

The planning application was considered, and it was resolved to Object as previous objection have been raised by B&NES and in line with the Council's consistent approach to Green Belt.

d) To note the Reset Local Plan proposals for Whitchurch Village and agree comments on the consultation document

Details of the proposals for Whitchurch Village were noted and it was agreed that comments will be discussed at the next Village Council Meeting on 5th November 2025.

No drop in has been organised for Whitchurch Village, only a mobile van situated in the Toby Carvery car park on Monday 13 October 3-5.30pm. It was agreed to contact B&NES to request an actual consultation event as these have been previously well attended by residents.

The Councillors feel that the proposed plan will significantly impact the Village this is the minimum they would expect.

e) To consider a joint public meeting regarding the Reset Local Plan Options proposed for the Village, agree the way forward with this including funding.

District Cllr Paul May explained that he has already booked the British Legion and is collecting the leaflets advertising this event and they will be ready to collect tomorrow.

The date is Tuesday 21st October 2025 at 8pm, unfortunately several Councillors are unable to make this date. It was resolved that the Village Council is happy to pay for the cost of hiring the hall.

f) To note the contents of a letter regarding ongoing issues with Maggs Lane

Cllr S Bryant had noticed that the signage is not straight. Whilst the Councillors agreed that the issues are distressing for the resident the resolution to this matter is out of their jurisdiction.

District Cllr P May was asked to intervene on the resident's behalf.

2025/80 CLERKS REPORT

During the past month, the two new metal benches have been installed on Sleep Lane and two new recycled benches have been installed at the Playpark.

Three free Sakura Cherry Trees have been ordered; B&NES sent information to claim these; they will replace some of the trees which have been removed.

Meetings October

A Parishes Liaison meeting is on Weds 15th October in Keynsham

CPRE Avon & Bristol are holding their AGM on Sunday 12th October from 12.30-15.30 at Failand Village Hall and includes lunch.

Avon Local Councils Association are holding their AGM on Saturday 25th October from 10.15 – 12 noon via zoom, if any Councillors would like to attend.

Royal British Legion Somerset Festival of Remembrance is being held on Saturday 1st November in Wells Cathedral starting at 7pm.

2025/80 ITEMS OF INTEREST FROM DISTRICT COUNCILLOR PAUL MAY BANES

District Councillor Paul May matters of interest were covered under previous items.

Cllr P May left the meeting at 9pm

2025/81 FINANCE

a) To note and agree the payment of accounts dated 1st October 2025.

The schedule of payments dated 1st October 2025 as listed in Appendix B, were agreed and will be authorised online by Cllrs S Bangham & P Orchard.

b) To receive a report on the Finance Committee meeting held on 18th September, consider and Agree recommendations made to include budgeting figures, Finance Regulations, CiL funds and Grant Applications from St Nicholas Pre-school, Whitchurch Cricket Club, 107th Whitchurch Scout Group & Whitchurch Knit and Natter Group.

The recommendations made by the Finance Committee were considered and agreed except for the amendment to the 5.15 changing the figure agreed for individual purchases to be left at £2000 excluding VAT for the Clerk in consultation with the Chair and or Vice-Chair and the full Council for items over £2000.

c) To consider a request for funding from the South Western Ambulance Charity & the Christmas Lights Road closures in Farrier Way

Councillors agreed to donate £300 to South Western Ambulance Charity with a view to holding a community Defibrillator training event as part of their offer.

Farrier Way road closure no longer required as B&NES have not adopted the road yet.

d) To note the grant received from Whitchurch Village Fete Committee and consider how to spend the funds

Thanks was given to the Fete Committee and it was agreed to have a plaque in the Millennium Garden, plus one new planter and to move the planter on the inaccessible area to near the Village.

A member of the public left the meeting at 9.15pm

2025/82 PRIVACY – TO CONSIDER EXCLUDING THE PUBLIC AND PRESS DUE TO THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEM

The Chair requested that members of the public leave the meeting and thanked them for attending.

2025/83 TO RECEIVE AN UPDATE ON THE CLERK JOB AND AGREE INTERVIEW QUESTIONS

No applications have been received to date, but 10 packs have been requested. The Staffing Committee will consider extending the deadline on Monday and enquire about locum cover. The Assistant Clerk shared the suggested interview questions and other questions were added. A draft of interview questions will be available for Monday's meeting.

The Chair thanked everyone for their attendance and closed the meeting at 9.33 p.m.

The next meeting is on Wednesday 5TH November 2025.

Appendix A

PLANNING APPLICATION LIST – 1st OCTOBER 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>OBJECT – 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 & amenity to the community.</p> <p>Vehicles using the 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. Policy No's WV4.2 – Traffic Impacts of Developments & WV4.3 Traffic & 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>
27/06/2025	<p>Demolition of existing garage building and erection of a commercial unit (Use Class E) with two flats above (Use Class C£).</p> <p>COMMENTS - There is a lack of parking spaces for the two retail units, this would have a detrimental impact on road safety in this location and be detrimental to Policy ST7 & Policy No's WV4.2 – Traffic Impacts of Developments & WV4.3 Traffic & Safety.</p> <p>It would also be an overdevelopment of the site & have a negative impact on the listed building, Yew Tree cottage, which is situated at the rear of 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.</p> <p>OBJECT - This is a plain flouting of the planning rules and should be dealt with accordingly.</p> <p>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&NES permitted the application on 16th 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</p>

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&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.

31/01/2025
 25/00367/FUL

G Sykes
 Vehicle Storage Yard, Staunton Lane, Whitchurch
 The erection of 7 no. industrial units (Class E) and associated development
OBJECT - for the following reasons:
Green Belt - 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)
Amenity - 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.
Traffic Impact - 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.

29/05/2025
 25/02306/FUL

K Bewley
 Corbiere, Woollard Lane, Whitchurch BS14 0QR
 Erection of front and side extensions and extension of roof height following demolition of existing garage
OBJECT – the Village Council supported the original plans, which have been permitted for this property. 25/00772/FUL. Object to the increase in roof height as it is out of keeping with the surrounding properties and would have an adverse effect on the character and appearance of the area.

18/06/2025
 25/02376/FUL

D Hunt
 Greenacre, Staunton Lane, Whitchurch, BS14 0QL
 Erection of 2 self-built dwellings with garages.
OBJECT - 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 & Core Policy CP8. 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 &

North East Somerset Council Core Strategy & Policy WV 2.1 of the Neighbourhood Plan as it would increase the density of development within existing curtilages. Planning Application 22/04414/PIP for the development of a single dwellings was permitted on this site.

There is still an application pending consideration 24/00620/FUL for the erection of a detached two-storey 5-bedroom dwelling with a double garage.

Please can you confirm if application No. 25/02376/FUL supersedes the single dwelling.

11/07/2025
25/02595/FUL

Enviromena

Parcel 3470, East Dundry Lane, Norton Hawkfield

Construction of a temporary solar farm, to include the installation of solar photovoltaic panels to generate electricity & other associated works.

OBJECT – the proposed development by reason of its siting would have an adverse effect on the character and spatial characteristics of the area. It is within the vicinity of the Maes Knoll Ancient Monument which is on a high level Dundry plateau and is a significant landscape feature which can be viewed from the Chew Valley looking into Whitchurch Village and looking out from Bristol. (Further details on this can be found in Whitchurch Village Neighbourhood Plan).

The proposal is contrary to Policy WV 1.4 Heritage Assets and Their Setting.

No special circumstances have been put forward to justify development in the Green Belt. The development is therefore contrary to Policy GB.1. of the B&NES Local Plan.

The noise and disturbance will affect the residents of Bristol during the construction of the site which it is stated will take between 4-6 months and is therefore contrary to Policy D6

Access through a residential area for the construction will mean there will be unacceptable traffic and highway safety implications and will be detriment to Policy ST7.

06/08/2025
25/02745/FUL

Bristol Telephones F.C.

BTRA Sports & Social Club, Stockwood Lane, Whitchurch, BS14 8SJ

Upgrade to existing floodlights from original bulbs to LED lights

SUPPORT – this application to change the light bulbs to LED lights.

28/08/2025
25/003300/FUL

O'Hara

4 Staunton Way, Whitchurch, BS14 0TU

Erection of double storey side extension

SUPPORT – this application for an extension on a dwelling within the Housing Development Boundary.

03/09/2025 25/03338/FUL	Voug 12 Staunton Fields, Whitchurch, BS14 0QD Demolition of existing wall and relocation of garden wall to boundary SUPPORT – this application if it is legally within the boundary and the height is within the current guidelines.
10/09/2025 25/03456/FUL	Skuse 2 Manor Farm Barns, Staunton Lane, BS14 0QG Erection of detached garage
24/09/2025 25/03663/OUT	Reed Moret, Hursley Hill, Whitchurch, BS14 0QZ Outline permission with some matters reserved for the erection of 1.no self-build dwellings and associated parking.

Appendix B

MONTHLY PAYMENT OF ACCOUNTS

DATE: 1st OCTOBER 2025

D/D	British Telecom	Phone/broadband	59.94	9.99
D/D	SSE	Electricity Clock	4.46	.21
DR	Lloyds Bank	Credit card	1086.60	
DR	Unity Trust	Bank charge	6.00	

Number of payments: 4

Sub Total: £ 1157.00 £10.20

BT	Various	Salaries & refreshments	1,877.28	
BT	WVCA	Rent & meetings Sept	216.00	
BT	B&NES Council	Pension Fund	531.78	
BT	H M Revenue & Customs	PAYE & NIC Sept	451.40	
BT	Your Solution	Maintenance	2738.00	
BT	BDO LLP	Audit	504.00	84.00
BT	B&NES Council	Summer baskets	982.20	163.70
BT	Bee Gee Ho	Refund allotment key	10.00	

Number of payments: 9

Sub Total: £ 7310.66 £247.70

Total Payments £ 8467.66 £257.90