

## **MINUTES OF WHITCHURCH VILLAGE COUNCIL ORDINARY PARISH MEETING HELD IN THE WVCA HALL ON WEDNESDAY 3<sup>rd</sup> DECEMBER 2025**

Present: Cllrs N Kirk (Chair), S Bangham, S Bryant, M Dury, J Fox-Bowen, C Lewis, P O'Leary, P Orchard, V Perry. F Marshall (Clerk), Paul May (District Councillor) 1 member of the public

Chair Nick Kirk opened the meeting and welcomed everyone. Nick reintroduced the new Clerk Francesca Marshall and welcomed her to first solo ran meeting.

Chair Nick Kirk advised the councilors he had received an email from local resident. The email thanked the Village Council for their continued support and dedication to the village. Resident still has concerns about the speed on the A37 coming through Whitchurch Village, especially from lorries and heavy goods vehicles coming from Bristol. Suggestions from Councillors regarding the possibility of adding speed bumps or police traffic patrols with speed Guns. Councillors spoke about the added speed signs that have already been added. Francesca Marshall Clerk to chase again about getting them flashing to make more of a presence when people are approaching at speed. Discussed with District Councillor who advised this is now a police matter and out of B&NES hands.

Cllr Mark Dury asked Paul May (District Councillor) to chase crossing previously agreed by WECA which will be situated across A37 by Playpark. Paul agreed to chase and will keep us updated on the situation and timescales.

### **2025/85 PUBLIC PARTICIPATION**

Resident advised of a burst water source within the village overnight and the issue was dealt with promptly through the night saving any disruption within the village.

### **2025/86 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

The Clerk gave apologies for Rachel Chandler and Angela Vowles who were unable to attend the meeting due to personal circumstances.

### **2025/87 TO RECEIVE ANY DECLARATIONS OF INTERESTS UNDER WHITCHURCH VILLAGE COUNCIL'S CODE OF CONDUCT (ADOPTED ON 7<sup>th</sup> NOVEMBER 2012)**

Cllr M Dury declared an interest in item 16 on the agenda. Cllr Sharon Bryant declared a new interest as the new Community Centre Chair/Trustee.

### **2025/88 TO RECEIVE, CONSIDER AND GRANT ANY DISPENSATIONS (FOR DISCLOSABLE PECUNIARY INTERESTS)**

None received.

### **2025/89 TO CONFIRM THE MINUTES OF THE ORDINARY VILLAGE COUNCIL MEETING HELD ON 5<sup>th</sup> November 2025**

The minutes of the meeting held on 5<sup>th</sup> November 2025 previously circulated, were agreed and signed as a true record of the meeting, by N Kirk – Chair.

### **2025/90 TO CONSIDER AND AGREE VILLAGE COUNCIL MEETING DATES FOR 2026**

Dates agreed in principle for 2026. N Kirk Chair spoke of possible leaving date for himself. Will advise when and if this is to go ahead.

### **2025/91 TO DISCUSS THE CHRISTMAS LIGHTS 'SWITCH ON' AND AGREE ANY FURTHER PLANS**

Cllr Mark Dury thanked all those who came to the run through on Monday 1<sup>st</sup> November @6pm.

He advised those that did not attend of plans for Friday 5<sup>th</sup> December. Timings agreed and job allocations advised to all those that attended on Monday and all those at this meeting. Agreed that John would liaise with school etc. Once decision had been made on the venue due to weather conditions Francesca Marshall (Clerk) and Mark Dury (Cllr) would advise all those who were attending. Jane Dury (Assistant Clerk) to update social media accordingly.

#### **2025/92 TO RECEIVE AN UPDATE ON THE CHRISTMAS CARD/POSTER COMPETITION**

Cllrs Angela Vowles, Sharon Bryant, Pat Orchard and Steve Bangham bought the winners to the meeting for Councilors pursual. It was agreed that those choose were worthy winners after considerable discussions. Cllrs Angela Vowles and Pat Orchard collect and deliver the winning cards and prizes to Whitchurch Primary School on Monday 8<sup>th</sup> December. They will also present the school with a gift card for the school to help with resources.

#### **2025/93 TO AGREE DATES AND TIMES FOR DE-FIB TRAINING FOR THE VILLAGE COUNCIL AND THE COMMUNITUY.**

All in agreement for the training to take place on Wednesday 11/03/2026 6:30pm. Those that wish to attend will send names so Francesca Marshall (Clerk) can advise on the ambulance service of numbers, we will also advertise on Facebook and ask those within the community to email us should they wish to participate so we have rough numbers.

#### **2025/94 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.

#### **PLANNING APPLICATION**

**23/04552/FUL** This was discussed as plans had been permitted. Some Councillors were unaware of the change to the existing plans.

#### **2025/95 CLERKS REPORT**

Playfields/Cemetery/Allotment meeting 14/01/2026

Cllrs Colette Lewis, Joe Fox-Bowen, Pat Orchard, Violet Perry all agreed date. Mark Dury and Paul O'Leary to confirm.

Finance meeting on 21/01/2026

Cllrs Paul O'Leary Mark Dury, Nick Kirk agreed dates. Sharon Bryant to confirm.

Thank you and Receipts have been received for grant from St Nicholas Pre School

Thank you for grant from Cricket Club.

Agreed for Cllrs Steve Bangham and Paul O'Leary agreed to meet with Cricket Club to discuss their needs. Wednesday 17<sup>th</sup> December 7pm

Chased about speeding signs to flash, no response yet. Francesca Marshall (Clerk) to chase again next week.

De-fib went missing, now it has been returned, and we will be adding a label to it, so it is returned to the correct area in public house car park. We will also add the Whitchurch Village council details, including hrs, telephone number, address. Cllr Paul O'Leary to action this for us and Clerks will add to the De-Fib once received.

Unity Bank have increased their bank charges from £6-£7

Cllrs all thought this was quite a high increase.

Nick and Steve have agreed for Sue Dyer (EX Clerk) to support Francesca on an ADD HOC basis, this is while I continue to learn the ropes. She will be paid previous hourly rate providing us with an invoice.

Cllrs are all happy with this.

#### **2025/96 ITEMS OF INTEREST FROM DISTRICT COUNCILLOR PAUL MAY BANES**

District Councillor Paul May advised at the meeting about B&NES budget cuts. Paul also thanked the Councilors for attending the housing planning meeting. He thought it was heartwarming that the community had come together to object to the development. Paul agrees that another 27,000 houses in the area wouldn't be right. He will keep advising us on any announcements. Cllr Mark Dury asked Paul if the Village council could get more information so the Village council can get a proper representation in the future Paul May reassured the Councillors that he will continue to support the Village Council.

#### **2025/97 FIELD, CEMETERY & COMMUNITY GARDENS (ALLOTMENTS)**

##### **a) To Consider Quote for New Low-Level Trail in Playpark.**

Discussed current received quote and all Cllrs in agreement that we need to get 3 in total Francesca Marshall (Clerk) to obtain this to discuss as next village council meeting. The majority Cllrs agree that the rubber matting should be installed to protect it and for children's safety.

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

Not yet Completed to be actioned this week for next monthly meeting.

#### **2025/98 FINANCE**

##### **a) To note and agree the payment of accounts dated 3<sup>rd</sup> December 2025.**

The schedule of payments dated 3<sup>rd</sup> December 2025 as listed in Appendix B, were agreed and will be authorised online by Cllrs Steve Bangham & P Orchard.

##### **b) To review Avon Pension Fund employer discretions and consider and agree a IDRPAppeals Officer.**

All agreed for Cllr Steve Bangham is to become the new IDRPAppeals Officer for Whitchurch Village Council as he is already on the Finance and Staffing committee. Steve also investigated the current documentation held by Avon Pension Fund regarding previous agreements put in place for the discretions by the council. All in agreement that nothing needs amending. Francesca Marshall (Clerk) to advise Avon Pension Fund of outcomes.

#### **2025/99 Privacy to consider excluding the public and press due to the confidential nature of following item.**

Cllr Mark Dury and Member of the public left hall.

#### **2025/100 To Receive and update of staff appraisals and consider recommendations made by member of the staffing committee.**

Cllr Steve Bangham advised the councillors at the meeting of appraisal for staff members and recommendations. Explaining in detail all other Cllrs agreed with the request, and it has been agreed to back date to the date of the staff members appraisal on the 24<sup>th</sup> November 2025.

The Chair thanked everyone for their attendance and closed the meeting at 9:00pm the next meeting is on Wednesday 7<sup>th</sup> January @ 7:30pm.

**Appendix A**  
**PLANNING APPLICATION LIST – 3<sup>rd</sup> DECEMBER 2025**  
**APPLICATIONS**

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>
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 neighboring 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>
11/07/2025 25/02595/FUL	<p>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 &amp; other associated works.</p>

**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 of 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.

07/10/2025

Environmental Impact Assessment received.

01/10/2025  
25/03582/FUL

Hoy

Besley Hill Estate Agents, 91 Bristol Road, Whitchurch, BS`4 0PS  
Extension and conversion of existing building from flat and offices to office and 3no flats and including two storey rear extension

**SUPPORT** – concerns regarding lack of parking for the proposed business.

06/08/2025  
25/02745/FUL

Bristol Telephones F.C.

BTRA Sports & Social Club, Stockwood Lane, Whitchurch, BS148SJ. Upgrade to existing floodlights from original bulbs to LED lights this application to change the light bulbs to LED

24/10/2025  
25/03917/FUL

Dale & Maddocks

Church Farm Barn, Washing Pound Lane, Whitchurch

Erection of 6no dwellings with car parking and landscaping

**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 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.

Concerns regarding visitor parking on the narrow rural lanes surrounding the development site.

Revised Plan received 18/12/2025 details sent to councillors.

Boundary of dwellings amended.

## **RESULTS**

18/06/2025  
25/02376/FUL

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

**PERMITTED**

05/11/2025

29/05/2025  
25/02306/FUL

K Bewley  
Corbiere, Woollard Lane, Whitchurch BS14 0QR  
Erection of front and side extensions and extensions of roof height following demolition of existing garage

**PERMITTED**

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.

**PERMITTED**

13/12/2023  
23/04552/FUL

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

**PERMITTED**

**Appendix B****MONTHLY PAYMENT OF ACCOUNTS****DATE: 3rd DECEMBER 2025**

<u>Chq</u>	<u>Payee</u>	<u>Item</u>	<u>Amount</u>	<u>VAT</u>
D/D	British Telecom	Phone/broadband	59.94	9.99
D/D	SSE	Electricity Clock (Nov)	89.02	4.24
DR	Lloyds Bank	Credit card	163.41	
DR	Unity Trust	Bank charge	6.00	
Number of payments: 4			Sub Total: £ 318.37	£14.23
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BT	Various	Salaries and expenses	3652.35	
BT	WVCA	Rent & meetings	202.50	
BT	B&NES Council	Pension Fund	1,188.69	
BT	H M Revenue & Customs	PAYE & NIC Nov	867.32	
BT	Your Solution	Maintenance	1,687.00	
BT	BBF	Printing Newsletter	95.00	
BT	LITE	Christmas Lights	2,540.83	423.47
BT	M Hoskin	Allotment Key refund	10.00	
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<b>Number of payments: 10</b>			<b>Sub Total: £10,243.69</b>	<b>£423.47</b>
<b>Total Payments</b>			<b>£10,562.06</b>	<b>£437.70</b>