

**MINUTES OF WHITCHURCH VILLAGE COUNCIL ORDINARY PARISH MEETING HELD IN THE WVCA HALL ON WEDNESDAY 4<sup>th</sup> FEBRUARY 2026**

Present: Cllrs N Kirk (Chair), S Bangham, S Bryant, M Dury, R Chandler  
P O’Leary, F Marshall (Clerk),  
Paul May (District Councillor) 1 member of the public

Chair Nick Kirk opened the meeting and welcomed everyone.

Chair Nick Kirk announced to the councilors that this would be his last meeting as Chair with Whitchurch Village Council. He is moving out of the Village from 12th February 2026. Due to the location of his new home, he is unable to continue his role as Chairman due to distance from the village. He thanked everyone for their support and dedication to the Village over his 6 years in service. He wishes everyone well and will keep in touch.

**2026/128 PUBLIC PARTICIPATION**

None

**2026/129 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

The Clerk gave apologies for Cllrs P Orchard, V Perry, A Vowles, C Lewis J Fox-Bowen, who were unable to attend the meeting due to personal circumstances and illness.

**2026/130 TO RECEIVE ANY DECLARATIONS OF INTERESTS UNDER WHITCHURCH VILLAGE COUNCIL’S CODE OF CONDUCT (ADOPTED ON 7<sup>th</sup> NOVEMBER 2012)**

Cllr S Bryant confirmed the continued conflict of interest with being the Chair and Trustee of WVCA and 10D,10E, Rachel Chandler 10E, Mark Dury 10E

**2026/131 TO RECEIVE, CONSIDER AND GRANT ANY DISPENSATIONS (FOR DISCLOSABLE PECUNIARY INTERESTS)**

None received.

**2026/132 TO CONFIRM THE MINUTES OF THE ORDINARY VILLAGE COUNCIL MEETING HELD ON 3<sup>rd</sup> DECEMBER 2025**

The minutes of the meeting held on 7<sup>TH</sup> January 2026 previously circulated, were agreed and signed as a true record of the meeting, by N Kirk – Chair.

**2026/133 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.

No New planning applications to report

**2026/134 CLERKS REPORT**

The Councillors were informed of the start date of previously discussed bank charge increase which will begin on March 1<sup>st</sup>, 2026

Francesca Clerk updated the Councillors on correspondence about a previous planning application that had been quiet for some time. Advised that it was still on going and an enforcement case had previously been put in place which has been breached. District Councillor Paul May advised he had emailed the relevant team and is awaiting more feedback from B&NES enforcement team.

Discussed with all members of the council about Nicks resignation and the procedure we need to follow to appoint a temporary Chair until May. Vice Chair Mark Dury will cover until the next annual meeting where we will go to votes should anyone wish to also be considered for the position.

Francesca Clerk advised councillors of some ideas to extend the cemetery which would be at a lower cost than trying to extend beyond the current boundary walls and the purchasing of adjacent land. She provided estimated quotes for these works. It was agreed that this work should be carried out by Lee by all councillors.

The council were informed of some re filling that needed to be actioned due to the sinking of the burial area due to weather conditions.

Francesca also advised the councillors of some maintenance work that needs to be actioned on right hand side on the cemetery. She also explained that this could potentially open some more space to add more burial plots.

### **2026/135 ITEMS OF INTEREST FROM DISTRICT COUNCILLOR PAUL MAY BANES**

District Councillor Paul May updated the council on current situation with budgets for B&NES including cuts. Paul advised that green belt could be at risk of being built on, if the required number of house needs were not met within the nearby area. They are currently in need of 18,000 more homes to be built. With current planning applications still being considered and more houses possibly being built within Whitchurch Village there are many concerns about lack of infrastructure to help with the growing number of people within the area. Paul advised the councillors about the ongoing concern about GP'S being overloaded and not having the capacity to deal with the increased number of people. He continues to support the village and has suggested that we start looking into our requirements for infrastructure for the village. If the planning application is permitted, we need to make sure that the village needs are met. He will start a list and work with the councillors on ideas going forward.

### **2026/136 FIELD, CEMETERY & COMMUNITY GARDENS (ALLOTMENTS)**

#### **a) To receive a report on the Playpark/Cemetery/Allotments committee meeting held on Wednesday 14<sup>th</sup> January. Agree recommendations made including increases in Cemetery fees and budget figures for 2026-2027.**

Cllr Paul O'Leary read through the minutes from the meeting and advised the rest of the Councillors of the outcomes. Paul advised about ongoing work still to be finalised at the park with the project for a new wooden trail still being investigated.

The councillors were advised of the increase of 5% across all areas of Cemetery fees to cover inflation and administration costs. All councillors agreed with this decision.

The councillors were informed there will be no increase in allotment charges. This decision was made due to there being so many vacant plots at the site. All Councillors agreed to this decision.

Paul advised the rest of the councillors about the budgets set for all areas for 2026-2027 which also included general maintenance costs, he explained the rationale for the recommendations to cover all needs. All councillors agreed to these figures.

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

Phillip Bown  
Ref: (Madeleine Brown)

Plot No: G130 Deed No: 1523

Cllr Mark Dury proposed and Cllr Rachel Chandler seconded, and the meaning duly passed the Exclusive Rights of Burial

**c) To discuss quote from Lee for rotavating the Cemetery grass areas to make the walking areas safer for members of the public.**

Clerk Francesca advised the councillors of the quote provided by our maintenance man for rotavating the cemetery site around the burial area to improve the ground quality for health and safety reasons. Chair N Kirk advised the councillors of the recommendations and asked who agreed to allow the works to be actioned. All councillors agreed with this decision to make safer and more aesthetically pleasing once completed and re seeded. Francesca was advised to add notifications to social media as well as include signage at the cemetery site to notify the families of these works to be carried out.

**d) Councillors to discuss the idea of the possibility of purchasing a small piece of land to extend the Cemetery.**

Clerk Francesca discussed previous conversations on this idea and asked for advice on who to contact to discuss further. She was given some ideas by the councillors. It was then discussed if this could be added as infrastructure for the Village in case on-going planning applications were permitted thus making sure the criteria was met for enough burial land being fit for the population in the area. District Councillor Paul May will include this to our request for better infrastructure in the village should planning applications be granted.

**2026/135 FINANCE**

**a) To note and agree the payment of accounts dated 4<sup>th</sup> February 2026**

The schedule of payments dated 4<sup>th</sup> February as listed in Appendix B, were agreed and will be authorised online by Cllrs Steve Bangham & Paul O'Leary.

**b) To receive a report and agree recommendations from the finance committee including the Reserves Policy, CIL spending and setting a Budget for 2026-2027.**

Chair Nick Kirk read through the minutes from meeting held on 21<sup>st</sup> January 2026. He advised the councillors of the recommendations for the budgets for each individual areas which were discussed at the finance meeting. He asked for a vote on who agreed with these costs. All councillors agreed that the recommendations stated were within lines of inflation and the previous year's expenditure. Nick explained the rationale for the reserve policies and which areas had a slight increase due to ongoing commitments. The increase for the Cemetery will rise as the decrease in income will drop due the area becoming full. This increased reserve will help with the upkeep and any maintenance needed. He explained the amount of CIL money to be spent and what monies have already been earmarked against continued agreed projects. All councillors agreed with all proposed.

**c) To agree the amount of Precept for 2026-2027**

Chair Nick Kirk advised the councillors of the recommended Precept figures for 2026-2027. He explained that there will be an increase on last years budget of 4% on due to inflation. It was agreed that the Precept for 2026-2027 will be £46,800.

**d) Inform whole Council of increase in charges for WVC Office and hall hire from March 1<sup>st</sup> 2026**

Clerk Francesca advised the councillors of the increase charges to start from 1<sup>st</sup> March 2026. The increase is due to inflation. All councillors agreed with this increase for Whitchurch Village Council.

**e) To view and discuss the requests for CIL Monies to use for infrastructure from the community. Requests from Martin Peters, Whitchurch Cricket Club and Chair Sharon Bryant of WVCA Hall.**

Chair Nick asked Chair of WVCA S Bryant to give a breakdown of the works needed in the Village Hall. Clerk Francesca provided Nick and the other councillors with the paperwork and quotes provided by Chair S Bryant WVCA. She gave a brief breakdown of this paperwork, and which areas needed improving.

**Cllr Sharon Bryant and Cllr Rachel Chandler left the meeting due to conflict of interest in this matter.**

Councillors discussed the WVCA requests further. The councillors voted and their request was agreed. CIL money will be given to improve the hall on the understanding that their records of financial accounts are provided together with a completed Grant application form.

**Cllrs S Bryant and R Chandler returned to the meeting**

It was requested the WVCA Financial records are provided together with a completed grant application. It was agreed in principal when documentation is received.

**Cllrs M Dury and S Bryant left the meeting due to conflict of interest.**

The information received from Whitchurch Cricket Club was discussed. It was agreed in principal that CIL monies could be granted once a completed application form for the grant and financial accounts is provided.

Clerk & FRO Francesca to obtain correct paperwork form both applicants and seek advice on CIL money expenditure to make sure we are following the correct procedure and rules for the use of CIL money.

**Cllrs M Dury and S Bryant returned to the meeting.**

Chair N Kirk closed the meeting at 9:35 pm

**Appendix A**  
**PLANNING APPLICATION LIST – 4<sup>th</sup> February 2026**  
**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

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 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.

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 councilors.  
Boundary of dwellings amended.

