

KINGSTON SEYMOUR PARISH COUNCIL

DRAFT Minutes of a meeting of the Kingston Seymour Parish Council held on

Monday 13th July 2026 at 19.30

At the Kingston Seymour Village Hall, Ham Lane, Kingston Seymour

Councillors Present:

Mike Sewell (MS), Chair
Paul Cox (PC)

Richard Barber (RB), Vice Chair
Fred Malton (FM)

Zoe Bartlett (ZB)

In attendance:

Steve Dixon (SD) Clerk & RFO

Wendy Griggs, District Councillor

1. Apologies for absence

Apologies had been received from Councillors Gillam and Humphries.

2. To record declarations of interest in items on the agenda

None

3. Members of the public are invited to address the council

No members of the public wished to address the council

4. To confirm the minutes of the following meeting

Annual Meeting of the Parish Council – 11th May 2026

It was proposed by FM, seconded by PC and supported unanimously that these were a true record.

Full Council Meeting – 11th May 2026

It was proposed by PC, seconded by RB and supported unanimously that these were a true record.

Action: Clerk to post the approved minutes on the website

5. Police & Neighbourhood Watch

The Police team were unable to attend but had contacted the clerk. There is a new beat manager for our area – Mike Jordan and the clerk reported that the police website had been refreshed and now there was quite a detailed section on the Yatton area – of which we are a part. Details of how to access this have been posted on our website.

After discussion, the clerk was asked to extract a village specific summary from this data – if that is possible – to present in advance of future meetings.

Action: Clerk to create a timely summary and issue in advance of all future meetings.

6. Infrastructure. To receive updates and to agree the next actions on:

6.1 Roads in the Area

The clerk had written in detail to the NSC Highways lead and his deputy had responded to our challenges but had not addressed all of the issues which were raised. He had explained that signage was the responsibility of the utility company granted the closure and noted that we had had three – urgent – closures in just over a month which left no time to make special arrangements. After discussion, it was agreed not to pursue the matter further.

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Some significant damage had occurred at the New Cut Bow junction again and NSC Highways have been alerted. The clerk has been advised that they hope to have contractors on site to repair the damage during the coming week. We will also establish where we are on the schedule for the repairs that have been identified elsewhere in the parish.

Action: Clerk to contact NSC Highways representative

6.2 Footpaths

RB had been out and cleared the footpath near Phipps Bridge which had become overgrown. A rotted gatepost was identified during this work and this has been reported to NSC for replacement.

6.3 Village Maintenance

The clerk had requested a quotation from our contractor for the major – village wide – cut that takes place in early September. Unfortunately, this had not yet been received but so as not to delay the work at the due time (early September) and after discussion, councillors agreed that the clerk could accept the quotation and authorise the work up to an amount of £910 +VAT.

Action: Clerk to receive and authorise the work if within this limit.

There was no desire to fund any additional cuts as highway safety is chiefly the responsibility of NSC.

6.4 Fingerpost

The clerk reported that the new finger has been forged and that the company planned to take away the existing sign for refurbishment on July 16th. It would be away for two to three weeks.

Councillors had previously considered moving the base of the post whilst the upper sections were being worked upon, and this may still be possible. The contractor is to be asked to paint the base when the upper section is returned.

Action: Clerk to confirm these details to the contractor and to use the village Facebook page to advise parishioners that the sign is going to be missing for a few weeks.

6.5 Bus Shelter

In the absence of AG, it is believed that the plan remains on track and that the work will be done during the school summer holidays.

7. Services, Resilience & Community. To receive updates and agree any necessary actions:

7.1 Climate Emergency & Sustainable Travel

The clerk had no new information but was pleased to report – especially with the recent very hot weather – that the defibrillator pads had at last been delivered and now last until 2030. The clerk is retaining the old set in case of emergency need (i.e. if the unit is used and as a stop gap until new pads can be obtained). It was noted that the unit had been accessed by a parishioner recently – but fortunately without the eventual need to use it.

It was noted that our MP is planning on meeting with Natural England over their request to EDF for additional environmental “compensation”.

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7.2 Bristol Airport Expansion and PCAA Membership

RB and the clerk had attended a briefing about the planning application given by NSC and had been sent a copy of a very comprehensive response crafted by consultants engaged by the PCAA.

The implications are significant for the whole area and after discussion, it was decided that the parish council would raise and lodge an objection to the plans and that this would be drafted by RB and circulated before issue.

It was agreed that the parish would continue with its membership of the PCAA – so that it would remain informed – and that the annual membership fee of £95 should be paid.

Action: RB to draft and circulate a letter of objection

Clerk to initiate the payment to the PCAA for approval by MS & RB..

7.3 NSC Local Plan

The clerk advised that the Local Plan to 2041 – which the parish council has studied – has now been submitted to the planning inspectorate for approval.

The clerk noted that the judicial review – now becoming known as “The Yatton Decision” – which will allow a planning application to proceed notwithstanding that the land is in an area at risk of flooding – is being challenged in parliament by our MP, Tessa Munt, who is completely against the precedent that this will set if allowed to go unchallenged.

8. Administration and Communication

8.1 To review and discuss renewal of the Complaints Policy

The clerk had reviewed information available from NALC and the SLCC and advised that there were no new initiatives being suggested for this policy. The clerk therefore proposed that the wording of the current version be readopted. This was proposed by RB, seconded by FM and supported unanimously

Action: Clerk to place the readopted policy on the website.

9. Finance

9.1 Current Financial Report

The clerk advised that the parish council had now been able to adopt online banking which was of great benefit to the clerk as our bankers, Nat West, closed the Portishead branch in May (having closed the Clevedon branch some years earlier). The clerk, MS and RB are all fully established and the clerk will sort out an issue for PC to get him authorised within the next two weeks.

The council has £9.4k in general funds and £7.2k in our War Memorial reserve. Investment in the fingerpost refurbishment and in the bus shelter will see an outflow of funds – in accordance with agreed commitments – before the next meeting.

RB asked whether there is any work due to be done on the War Memorial. The clerk will enquire of the War Memorials Trust about the next due inspection and report to the next meeting.

Action: Clerk to establish the position and report at the next meeting.

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10. External Meetings

As mentioned above, RB and the clerk had attended an NSC briefing about the airport. The clerk is scheduled to attend a briefing about bus services in the district this coming Friday.

11. To note items for the meetings on Monday 21st September

A number of matters from this Agenda will be covered for updates including the War Memorial position, and councillors will be asked to add other items when the draft agenda is issued in early September.

There being no other business, the meeting closed at 20.45

Steve Dixon

Steve Dixon,

Clerk & Responsible Financial Officer, 14th July 2026