

KINGSTON SEYMOUR PARISH COUNCIL

Minutes of a meeting of the Kingston Seymour Parish Council held on
Monday 22nd September 2025 at 19.30
At the Kingston Seymour Village Hall, Ham Lane, Kingston Seymour

Councillors Present:

Mike Sewell (MS)	Richard Barber (RB)	Zoe Bartlett (ZB)
Susie Humphries (SH)	Fred Malton (FM)	

In attendance:

Steve Dixon (SD) Clerk & RFO	Wendy Griggs (WG) District Councillor	Three guests from the Lighthouse Partnership
Five Members of the Public		

1. Apologies for absence

Apologies had been received from Councillors Cox (PC) and Gillam (AG) and from District Councillor Bridger.

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

None

3. To discuss and agree the Parish Council's position on Planning Application 25/P/1418/FUL

The application is for an extensive solar farm on land mainly to the south of the parish and into neighbouring parishes. Representatives from the development company explained the plans and answered questions from councillors and members of the public. The biggest impact on the village itself will be in the construction phase as HGVs deliver materials to a compound that will be established off Yew Tree Lane. This phase may commence in 2/3 years' time and could last for six months. To date, 16 public comments had been placed against the application on the NSC website, 14 of them favourable.

After much discussion, it was proposed that the council support the application. SH proposed, FM seconded and councillors supported this motion unanimously.

Action: Clerk to register the PC opinion with NSC.

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

No members of the public wished to speak

5. To discuss the situation with regard to Wessex Water and the council's formal complaint

Since the formal complaint was lodged by the parish council, a number of councillors were hosted at the treatment works for a presentation and tour. Wessex Water (WW) sought to explain why the odours that had been identified were not from their - on site - operations.

A specific case reference number had been issued to WW call centre staff and parishioners had been urged to phone and report odours at the moment they experienced them. It is not known how many such reports had been made (the clerk had not been notified). The Environmental Health department at North Somerset Council are also aware but, at this stage, they have not been formally asked to become involved.

After discussion, it was agreed that the council would continue to monitor the situation and raise any further issues that arise.

Action; Clerk to respond to any new information received and engage with councillors as necessary

KINGSTON SEYMOUR PARISH COUNCIL

6. To confirm the minutes of the following meetings

- Full Council Meeting – 9th July 2025

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

Action: Clerk to post the approved minutes on the website

7. Police and Neighbourhood Watch

Our long standing PCSO, Rachel Sellars, has moved on to other duties and we also have a new responsible sergeant, Ed Harris. He has been asked for the names of the current team.

There had only been a few reports from the local area over the last three months with nothing of concern. We were advised though that the Police are hearing about fraud attempts made on those who have a Klarna account and where criminals are attempting to obtain “one time” codes which are sent after they state there is “*suspicious activity on your account*”. Great care is recommended.

The Police always welcome reports of any incidents as these help to build a stronger picture of these activities and allow the proper deployment of resources.

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

8.1 EDF Plans

The Chairman had attended a briefing call with EDF who reported that testing of the Acoustic Fish Deterrent had been going well but would not be completed until the end of the year. Whilst it was stated again that EDF would NOT go back to their saltmarsh proposals, their auditors were not comfortable that they declared a Full Stop until the AFD tests had been completed.

A further briefing has been put in the diary for 12th January.

8.2 Tutshill Route and Duck Lane Link

It had been just over one year since the route opened and there had been a significant road traffic collision on the 2nd August 2025 between a car and a cycle at the corner by Channel View Farm. The cyclist had been hospitalised, and the car driver traumatised.

The matter had been referred to NSC with a request to review safety on the whole Pier to Pier route through the parish lanes. Such action has been declined because a single accident at a location does not pass the risk criteria under which NSC Highways operate.

It was noted that District Councillor Bridger had requested a meeting with NSC Highways to discuss the issue further.

8.3 Bus Shelter

AG & SH had volunteered to look into options for replacing the bus shelter, with a view to it being a suitable way of commemorating the life of the late Queen Elizabeth II. In the unplanned absence of AG, this item is being carried forward to the next meeting.

8.4 Roads and Footpaths

A new Highways officer for our area – Simon Hazell - has been appointed and RB and the clerk are going to take him on a tour of the lanes on the 6th October so that he has an appreciation of the issues – current and emerging.

Action: RB and the clerk to report to councillors at the next meeting

KINGSTON SEYMOUR PARISH COUNCIL

A parishioner had reported that the footpath alongside the Little River (LA11/6/10) had been gated and locked by contractors working on the Hinkley Connection. The clerk has referred the matter to Elaine Bowman at NSC and, subject to her response about whether this was actually authorised, will take the matter up with National Grid.

Action: Clerk to follow up and report back.

8.5 Village Maintenance

We have saved the cost of one machine cut this year due to the overall lack of growth across the hot summer. Anthony Harris has been authorised to do the annual full cut

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

9.1 Climate Emergency & Sustainable Travel

The parish council had been invited to take part in the Green Canopy Project, sponsored by the Forest of Avon Trust. The parish council has no available land in its ownership, so after discussion, it was decided to decline the offer.

Action: Clerk to advise the Trust

9.2 Defibrillator and bleed kit course

The clerk reiterated that South West Ambulance personnel were to visit the village on Wednesday October 8th to deliver a free course to help parishioner awareness of the defibrillator and bleed kit. The clerk had placed a notice in the Village Magazine, on the website and on village Facebook. Councillors were asked to tell their acquaintances that the course is happening and encourage attendance.

10. Administration and Communication

10.1 Review the council's Social Media policy and agree any changes

The clerk advised that there had been no suggested changes by the professional bodies. He therefore proposed that the existing policy was readopted for a further year, and it was proposed by SH, seconded by MS and supported unanimously that this be the case.

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

10.2 Review the council's Standing Orders and agree any changes

The clerk advised that there had been no suggested changes by the professional bodies but there is every likelihood that within the next few months, the Government will pass legislation to allow remote meetings and the council will have to consider what use of this facility will be appropriate.

For now, the clerk proposed that the existing policy was readopted for a further year – to cover the period of these changes – and it was proposed by FM, seconded by RB and supported unanimously that this be the case.

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

10.3 To discuss audit "Assertion 10" and its implications

The national audit body has declared a new assertion to be enacted at the end of the current financial year and to help meet these new requirements, the parish council has migrated to the recommended gov.uk domain and a specific – centralised – email address for each councillor.

KINGSTON SEYMOUR PARISH COUNCIL

AG and the clerk are working on a new IT Policy – for subsequent discussion and authorisation with all Councillors – and are also looking at the council’s data storage and technical equipment policies.

The Local Council Association recommends that the clerk and all councillors undergo a portfolio of online training sessions to increase understanding of Data Protection and Freedom of Information protocols. Collectively, the overall cost will be in the order of £500.

After discussion, it was agreed that the council would work towards compliance and that the clerk would attend the recommended training and report back on its efficacy.

Action: Clerk to enrol for the necessary training.

10.4 Agree increase to Clerk remunerations

The clerk had advised councillors about the nationally agreed pay scale rise for local authority employees. The clerk is at his scale ceiling so only receives these national increments.

After discussion, it was proposed by RB, seconded by FM and supported unanimously that the clerk should be awarded the nationally agreed scale increase.

11. Finance

11.1 Current Financial Report

The clerk reported that all of the annual precept had now been received. In response to feedback, the clerk had revised the way in which the financial report was structured. The council currently has £13k in its general funds and a further £6.2k in its War Memorial Reserve account.

The council usually agrees to its support portfolio in November but in order to allow the Village Hall to purchase the village Christmas Tree in good time, the donation of £200 for this was proposed by RB , seconded by FM and supported unanimously.

Action: Clerk to make the payment to the village hall.

12. External Meetings

The clerk had attended an ALCA meeting – where the principal discussion was about Assertion 10. The Vice Chairman and the Clerk had attended a Zoom call with our MP, Tessa Munt.

13. Receive information about very recent correspondence

There was no new information that hadn’t already been covered as part of an Agenda item.

14. To note items for the meeting on the 12th November 2025

The meeting will include review of the first draft of the IT Policy. Other items of importance will be included, 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 9.40 pm.

Steve Dixon

Steve Dixon,

Clerk & Responsible Financial Officer, 30th September 2025