



LOCKING PARISH COUNCIL

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Members of the Public and Press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 section 1 extended by Local Government Act 1972 section 100 unless precluded by the Parish Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose and **providing that prior notice has been given to the Parish Clerk by 12noon on the Tuesday preceding the meeting.**

To: All members of Locking Parish Council:

Dear Councillors

You are summoned to a meeting of **Locking Parish Council** to be held in the **Nurse Thomas Suite, Locking Parish Hall, Grenville Avenue, Locking** on **Thursday 5 November 2026** commencing at **7pm** when the following business will be transacted.

Kelly Harvey

Kelly Harvey
Clerk/Responsible Financial Officer
21 Oct 2026

FULL COUNCIL MEETING TO COMMENCE AT 7.00PM

AGENDA

- 1) **PUBLIC PARTICIPATION** - To receive and hear any person who wishes to address the Council, upon prior notice being received (*The Chairman will select the order of the matters to be heard, each speaker will be limited to a period of 3 minutes (to a maximum of 15 minutes total public participation at the Chairman's discretion)*)
- 2) **Regular Reports** - To receive and note the following regular reports:
 - a) District Councillor Report
 - b) Neighbourhood Police Report
 - c) Campaign to Protect Rural England (CPRE)
 - d) Locking Parklands Stakeholders

MATTERS FOR DECISION

- 3) **To receive apologies for absence and to approve reasons where appropriate.**
- 4) **To receive declarations of interest by councillors and to consider any written applications for dispensations.**
- 5) **Minutes:**
 - a) To receive and confirm the minutes of the council meeting held on 1 Oct 2026
 - b) To receive and note the minutes of the Assets and Amenities Committee meeting held on 15 October 2026.

- c) To receive and note the minutes of the Finance and Human Resources Committee meeting held on 15 October 2026.

6) **Finances:**

- a) To retrospectively approve monthly receipts and payments for Sept 2026
- b) To note the bank reconciliation and Unity Trust bank statements for Sept 2026
- c) To review expenditure against budgets from 1 April to 30 Sept 2026
- d) To consider changing the Microsoft subscription from monthly to annual billing and increase the Lloyds Purchasing Card limit from £500 to £2,000 and, if approved, update the Financial Regulations accordingly.

7) **Chair's report**

8) **Planning** (*applications can be viewed via North Somerset Council Planning Applications website*)

- a) **26/P/1839/FUH 15 The Orchard, Locking** - Proposed erection of a two-storey side extension and a single-storey rear extension
- b) **26/P/1842/LDE Locking Court, Banwell Road, Hutton** - Certificate of Lawfulness for the use of the land and buildings at Locking Court as 10no. separate, self-contained, permanent residential dwellinghouses (Use Class C3)
- c) **26/P/1764/RM Bury Farm, The Bury, Locking, BS24 8BZ** - Reserved Matters application for approval of appearance, landscaping, layout and scale for the erection of 4no. dwellings with access from The Bury; the creation of an attenuation pond; Erection of pumping station and diversion of existing Public Right of Way, pursuant to outline planning permission 23/P/0820/OUT
- d) **26/P/2036/AOC Land To The South Of Locking Head Drove, Locking** - Request to partially discharge condition 27 (Remedial Strategy Update) relating to the areas of soft landscaping within Phases 2, 3 and 4 on application 16/P/2758/RG4

9) **Policy documents** - To review and approve the following documents:

- a) Equality and diversity
- b) Anti-bullying and harassment

10) **To agree the inclusion of an annual SIM and APN rental as per CCTV supplier quotation**

11) **To consider and agree the addition of a provision to the Standing Orders regarding committee membership**

12) **To review hall hire charges for regular hirers for 2027-28**

13) **To review football pitch hire charges for 2027-28**

14) **To receive and consider the cost proposal for participation in the North Somerset Council Highways Together Scheme and determine whether to participate**

15) **To consider procuring an asset management platform to support the management, maintenance and lifecycle planning of Council assets.**

16) **To consider and agree a programme for the removal and replacement of Council-owned planters.**

17) **To consider the provision of a defibrillator at the playing fields, including location, costs and ongoing maintenance arrangements.**

- 18) **To consider the formation of a sub-committee of the FHR Committee to prepare a five-year financial plan**
- 19) **To consider and agree the provision and arrangements for refreshments at the Christmas Market**
- 20) **Incident report(s):**
 - a) To consider and agree action in relation to allotment structures
- 21) **Clerk's report, correspondence and items for next agenda:** *(Please note that the Council is unable to make any formal decisions under this item). To receive the Clerk's report, note any correspondence received since the last meeting that is not an item on the agenda and note items for the next Agenda.*

The next meeting of Locking Parish Council 3 December 2026

*Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions:
Equal Opportunities (race, gender, sexual orientation, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights.*