



# Locking Parish Council

01934 820786

clerk@lockingparishcouncil.co.uk

The Parish Hall, Grenville Avenue,  
Locking, North Somerset BS24 8AR

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 at Locking Parish Hall, Grenville Avenue, Locking on Thursday 8 January 2026** commencing at 7:00pm when the following business will be transacted.

*Dawn Tremlett*

Mrs Dawn Tremlett  
Parish Council Clerk  
22 December 2025

## **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).*)

- a) Proposed residential development at Land off Elm Grove, Locking: Presentation and Q&A by Gladman Developments Ltd.
- b) Unitary Cllr/Liaison Officer Report
- c) Police Report

## **AGENDA**

### **MATTERS FOR DECISION**

**1) To receive Apologies for absence and to approve reasons where appropriate.**

**2) To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations.**

**3) Minutes:**

- a) To receive and confirm the Minutes of the Council meeting held on 4 December 2025.
- b) To note the Draft Minutes from the Finance & Human Resources Committee meeting held on 18 December 2025
- c) To note the Draft Minutes from the Assets & Amenities Committee meeting held on 18 December 2025

**4) Finances:**

- a) To authorise bills for payment for December 2025
- b) To receive and note the Bank Reconciliation and Unity Trust Bank Statements for November 2025 and note the Nationwide Bank statement dated 9 December 2025.
- c) To review expenditure against Budgets.
- d) To receive and agree any Grant applications
- e) Unity Trust Bank: To authorise changes to signatories.

## 5) Chairman's Report

### 6) Regular Reports: To receive and note the following regular reports:

- a) CPRE
- b) Locking Parklands Stakeholders

### 7) Proposed residential development at Land off Elm Grove, Locking: To discuss the presentation by Gladman Developments Ltd and consider any actions.

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

- a) North Somerset Council consultation - Making of Public Path Diversion Order - Part of footpath AX 20/2 The Bury, Old Banwell Road Locking - Consultation closes 8 January 2026.
- b) **25/P/2552/AOC – 24 Grenville Avenue Locking** – Request to discharge condition 3 (Construction and Environmental Management Plan) on application 25/P/1917/FUL
- c) **25/P/2589/S73 – Land South Of Churchland Way, Wolvershill Road, (Parklands, Mead Fields)** - Section 73 application to vary condition 1 (plans) attached to reserved matters application 23/P/2689/RM (Reserved matters application for approval of access and landscaping in relation to the construction of cycle and footpath connection along the Grumblepill Rhyne to the M5 bridge crossing, pursuant to outline planning permission 12/P/1266/OT2) to allow for amendment to the location of the footpath across the Grumblepill Rhyne. Consultation closes 11 Jan.
- d) **25/P/2557/AOC Land to the South of Locking Head Drove Locking** – Request to Discharge Condition 28 (Remediation Validation Report) from application 16/P/2758/RG4.

### 9) LPC Documents - To review, consider any amendments and approve the following documents:

- a) Complaints Procedure
- b) Disciplinary Policy
- c) Grievance Policy
- d) IT Policy

### 10) Finance & Human Resources Committee to receive recommendations for the following: Financial Year 2026/27 - To receive and approve the following:

(Previously circulated to Cllrs, copies available from the Clerk on request):

- a) Final approval of Budget for Assets & Amenities Committee 2026/27
- b) Final approval of Budget for LPC General Account 2026/27
- c) Final approval of Projects for the F/Y 2026/27
- d) Final approval of Earmarked Reserves for the F/Y 2026/27
- e) Approval of the Precept for F/Y 2026/27

### 11) Internal Auditor:

- a) To confirm appointment of Bridget C Bowen as Internal Auditor for the Financial Year 2025/26: Chairman to sign letter of Engagement.
- b) Declaration of Interest on the above appointment: Declaration of Interest (if any) to be declared by members and entered into the Declaration Register. Conflict of Interest with Bridget Bowen Internal Auditor form to be completed and returned to BDO LLP with the AGAR.
- c) To receive the Internal Audit Report carried out by Bridget C Bowen on 5 December 2025 and to consider and implement any actions from that report.
- d) To confirm the date for the next internal audit visit to be carried out by Bridget C Bowen 5 June 2026.
- e) To approve for payment: invoice received from Bridget C Bowen for the internal audit visit and report for the sum of £387.50

### 12) North Somerset Council - Enhancing Highway Maintenance trial: Opportunity for parishes to take part in a contribution-based trial, aimed at enhancing highway maintenance.

### 13) Clerk's Report, Correspondence & 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 5 February 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.*