



Locking Parish Council

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

Minutes of the Meeting of Locking Parish Council held on 8 January 2026 at 7.00pm at Locking Parish Hall

Meeting opened: 7.00pm

Meeting closed: 8.40pm

Present: Cllr P Jones, Cllr M Tremlett, Cllr P Schofield, Cllr W Ashdown, Cllr W Bearsby, Cllr I Hilder, Cllr Prosser, Cllr Poynton

Also in attendance: The Clerk, Clerk's Assistant
Mr C Dumbell (representative from CPRE and Locking Parklands Stakeholders)
District Cllr Terry Porter
Four representatives from Gladman Developments Ltd
Four Members of the Public

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:** Representatives from Gladman Developments Ltd attended the meeting to provide an overview of their forthcoming outline planning application.

Overview of Gladman Developments Ltd

- The company has over 30 years' experience in strategic land promotion and acts on behalf of landowners to secure Outline Planning Permission.
- If outline consent is granted, a Reserved Matters Application will later be submitted by a chosen housebuilder. Matters such as access, appearance, landscaping, layout and scale would be set at that stage.
- It was noted that planning committees may impose conditions to manage or mitigate any identified issues.

Local Planning Policy Context

- The site has been identified as a draft housing allocation for approx. 110 dwellings within the emerging North Somerset Local Plan 2041 Pre Submission Plan.
- The Plan proposes removing most of the western parcel of the site from the Weston super Mare, Locking & Hutton Strategic Gap.
- North Somerset Council has acknowledged that it cannot demonstrate a robust 5 year housing land supply.

Summary of the Proposal

- Up to 117 dwellings are proposed, including 30% affordable housing, meeting policy requirements.
- A landscape led design would deliver approx. 3.51 ha of green infrastructure, including amenity open space, recreational footpaths, a LEAP, and wider ecological features.
- The scheme aims to achieve a 10% biodiversity net gain on site.
- Off site highway improvements are proposed, which Gladman state would benefit the wider community.
- The applicant reports that their drainage strategy would result in improved downstream flood risk management.
- The development is expected to increase footfall and spending within local services and businesses.

Timescales Provided

- Public consultation is scheduled to go live week commencing 12 January 2026, including a leaflet drop to approx. 530 households/businesses and an online consultation.
- A pre application meeting with North Somerset Council is planned for January 2026.
- Submission of the outline planning application is anticipated in February 2026.
- The North Somerset Local Plan 2041 is expected to be submitted for Examination February–March 2026, with hearings anticipated summer 2026.

Matters Raised by Councillors and Members of the Public

1. Drainage and Flooding

Concerns were raised regarding existing capacity issues in local drainage infrastructure, particularly Elm Tree Road.

Members highlighted that drainage in the area is known to overflow, with Elm Tree Road experiencing recurring flooding. These issues are recorded with both North Somerset Council Highways and the North Somerset Internal Drainage Board.

2. Pedestrian Safety

Councillors noted the absence of a footpath between Elm Grove/Elm Tree Road and the A371. This route is heavily used by pedestrians and cyclists accessing schools, services and public transport. Members stressed that safe pedestrian connectivity should be treated as a priority.

3. Actions / Requests to the Developer

The Parish Council advised Gladman that both drainage concerns and pedestrian safety must be considered high priority matters in the development of any revised or future proposals.

b) Unitary Cllr/Liaison Officer Report – Cllr Porter reported on the following:

- North Somerset Council Tax Financial Year 2026/27: In previous years North Somerset Council have not received adequate funding from central Government to support the raising costs of statutory funding approx., 70-80% of funding, with monies taken from reserves to make up shortfalls. Budget briefing will begin next week.
- Gladman Developments Ltd presentation – with regards to flooding etc., conditions can be added at the planning application stage.
- Issue from members regarding traffic jams in and around WSM, particularly since the closure on the railway bridge.
Members felt that if the North South Link Road had been completed at the Mead Field side this would have helped in some way elevate the current situation.

c) Police Report – Noted

AGENDA

MATTERS FOR DECISION

121) To receive Apologies for absence and to approve reasons where appropriate:

Cllr Shepherd - Approved

122) To receive Declarations of Interest by PCllrs and to consider any written applications for Dispensations:

Cllr Tremlett declared a Pecuniary Interest in Min Ref: 128a and signed the register

123) Minutes:

- The Minutes of the Council meeting held on 4th December 2025 was agreed and signed by the Chairman.
RESOLVED: That the Minutes of the Council meeting held on 4th December 2025 (previously circulated), be taken as read, agreed as being a true and correct record and as a consequence, signed by the Chairman of the meeting. **AGREED.**
- To note the Draft Minutes from the Finance & Human Resources Committee meeting held on 18 December 2025. **Noted.**
- To note the Draft Minutes from the Assets & Amenities Committee meeting held on 18 December 2025. **Noted.**

124) Finances:

A nominated member to sign and date each page.

- a) To retrospectively approve receipts and payments from 1st December to 31 December 2025 and approve bills for payment. **AGREED** and signed by Cllr Tremlett (Appendix 1)
- b) To receive and note the Bank Reconciliation for November 2025 (Appendix 2), bank statements for Unity Trust Bank and Nationwide Building Society to be initialled. **AGREED** and signed by Cllr Tremlett.
- c) To receive any grant applications – None received
- d) To note the expenditure against Budgets from 1 April 2025 to 31 December 2025. **NOTED** and signed by Cllr Tremlett. (Appendix 3)
- e) Unitary Trust Bank: To remove P Lacey as signatory.

125) Chairman's Report

Happy New Year to you all, welcome to the year 2026.

Firstly, I would like to thank Councillors Paul Schofield, Mike Tremlett and especially local resident Mr Joe Smith who gave up their time last Sunday morning to assist in the collection and movement of the potted Xmas Trees from Locking Parklands and Locking Village. Joe kindly used his van in this endeavour and has indicated that once his small digger has been repaired he will assist in replanting the trees at any location decided upon.

I have been reflecting upon Council's achievements in 2025, and I consider that as a Council we have been very effective and forward thinking in all our work. We have met our agreed targets and have delivered agreed projects to the benefit of our community. As our work for 2025 – 2026 does not finish until the end of March 2026. We have some further work to complete at the Old Banwell Road Car Park once the new financial year starts on 1 April 2026. Well done everyone for your hard work in 2025.

I believe that 2026 will be an interesting, changing and challenging year for us especially with staff movements and recruitment, proposed changes to land development and applications for Outline Planning Permissions. We need to be fully engaged with NSC, developers and neighbouring Parishes to ensure that Locking Parish is fully represented and that our voice and concerns are heard by all involved in any future changes to our Parish.

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

- a) CPRE – Mr Dumbell reported the following:
CPRE had recently celebrated their 100th year – Mr Dumbell had emailed the Clerk a 1 minute video charting the 100 years. Clerk to forward this to Cllrs.
A planning application had recently been approved for 200 houses at the edge Failand village, the site had been considered a greenfield site but has been reclassified as grey-belt site.
Recently, the concept of the 'grey belt' has emerged, suggesting that even some green belt land might be reclassified for development. This type of reclassification could be an issue in the future for Locking and Hutton.
- b) Locking Parklands Stakeholders:
Locking Parklands Phase 8 & 10 planning application had been approved. 229 high density units equating to 123 houses the rest were commercial with apartments above. Mr Dumbell raised concerns raised regarding the lack of parking provision for commercial and residential building along with lack of parking for the two school sites.

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

AGREED that a working group be set up to look at proposed development in depth and report back to Council. Working Group members: Cllr Jones, Cllr Tremlett, Cllr Prosser, Cllr Schofield.

Cllr Tremlett declared a Pecuniary Interest in Min Ref: 128a and left the meeting.

128) 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. **AGREED** to Support.
Cllr Tremlett returned to the meeting.

- 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. **Noted**
- 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. **AGREED** to support.
- 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. **Noted**

129) LPC Documents - It was AGREED to adopt the below Policies with no amendments:

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

130) Finance & Human Resources Committee to receive recommendations for the following Financial Year 2026/27 – to receive and approve the following:

- a) Assets & Amenities Budget for 2026/27 as per Min Ref FHR 35b: unanimously **AGREED**
- b) LPC General Account Budget for 2026/27 as per Min Ref FHR 35a: unanimously **AGREED**
- c) Projects 2026/27 as per Min Ref FHR 35d:
New Fire Door and Accessibility Ramp for Parish Hall £10,000: unanimously **AGREED**.
- d) Earmarked Reserves for 2026/27 recommendations as per Min Ref FHR35c be accepted as follows:
 - Electric Gate Old Banwell Road Playing Field
C/fwd from 25/26 Electric Gate £5000
2026/27 Allocate £8000
Giving a total for works £13,000
 - Parish Hall Roof Repairs/replacement £5000

Unanimously **AGREED**

Earmarked Reserves and Projects will be subject to funding.

- e) Approval of the Precept for F/Y 2026/27 It was unanimously **RESOLVED** that the Precept for F/Y 2026/27 be set at £164,000.
This will give a Head Line Council Tax figure of £98.61 up by 1.2% on last year's Head Line Tax figure of £97.43 (up by £1.18).
Members were reminded that Council must keep a minimum balance of 25% total administration expenses including salaries at all times. Therefore, a request of £7028 be included within the Precept request.

The Precept request breakdown is as follows:

Gross Expenditure	£164302
Ear Marked Roof Fund	£5000
General Reserves	£7028
Less other income	<u>£12330</u>
Gives Precept Request	£164000

131) 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. **AGREED** to confirm the appointment and Chairman Cllr Jones signed the 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. There was no conflict of interest disclosed by Members of Locking Parish Council therefore, Members **AGREED** that the Chairman and the Clerk sign the declaration.
- c) To receive the draft Internal Audit Report carried out by Bridget C Bowen on 5 December 2025 and to consider and implement any recommendations from that report.
- Two bank signatories for authorising payment at the bank. Members reviewed the current control for authorising payment at the bank which was authorised by one signatory and considered this to be satisfactory alongside the other controls in place. It was unanimously **AGREED** that the current control remain in place – one signatory to authorise payments at the bank.
 - Policy reviews were already underway before the internal inspection was carried out on 5 December. **Noted**.
 - Authorising bills for payment – The Clerk had implemented a new system inline with the internal auditors' recommendations. **Noted**.
 - Upcoming change to Clerk/RFO – reviews of internal controls were already underway before the internal inspection was carried on 5 December. **Noted**
- d) To confirm the date for the next internal audit visit to be carried out by Bridget C Bowen 5 June 2026. **Noted**.
- e) To approve for payment: invoice received from Bridget C Bowen for the internal audit visit and report for the sum of £387.50 – payment **AGREED**

132) North Somerset Council - Enhancing Highway Maintenance trial: Opportunity for parishes to take part in a contribution-based trial, aimed at enhancing highway maintenance. **AGREED** to submit an expression of interest as more information was required before Council could commit to the scheme.

133) 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.

- a) Clerks Report:
Joint meeting with Hutton Parish Council to discuss Mac Mic development – Clerk requested availability of Councillors and dates.
Christmas Trees – location for planting Locking Village Park and/or Old Banwell Road Playing Field.
- b) Correspondence: Previously circulated
- c) Agenda Items: Recruitment of staff.

There being no further business the meeting Chairman closed the meeting at 8:40hrs

Signed (Chairman).....Date.....

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.*