



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 Thursday 5 March 2026 at 7pm at Locking Parish Hall

Present: Cllr P Jones (Chair), Cllr T Poynton, Cllr P Schofield, Cllr C Prosser, Cllr I Hilder, Cllr W Ashdown and Cllr W Bearsby

Also attendance: Clerk's Assistants and one member of the public

CO-OPTION MEETING COMMENCED AT 7PM

Meeting opened: 7pm

Meeting closed: 7:06pm

Having regard to the confidential nature of the business to be transacted, the Co-option meeting is now not open to the Press and Public pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960

- 001) Co-option of Parish Councillor
- Chairman opened the meeting and welcomed Cllrs and Joseph Smith to the co-option meeting.
 - To receive apologies for absence and to approve reasons where appropriate
Apologies received from:
Cllr Kimberley Shepherd - Approved
 - It was unanimously **AGREED** that Joseph Smith be co-opted to the office of member of Locking Parish Council. He signed the Declaration of Office which was witnessed by the chairman.
 - Chairman closed the co-option meeting at 7:06pm

FULL COUNCIL MEETING COMMENCED AT 7.30PM

Meeting opened: 7:30pm

Meeting closed: 8:15pm

The meeting was now open to the press and members of the public

Present: Cllr P Jones (Chairman), Cllr T Poynton, Cllr P Schofield, Cllr C Prosser, Cllr I Hilder, Cllr W Ashdown and Cllr W Bearsby *and Joe Smith*

Also attendance: Clerk's Assistants, Cliff Dumbell (CPRE) and one member 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).

- Unitary Cllr/Liaison Officer Report – **NONE RECEIVED**
- Police Report **NOTED**

AGENDA

MATTERS FOR DECISION

151) To receive apologies for absence and to approve reasons where appropriate.

Apologies received from:

Cllr Kimberley Shepherd - Approved

152) To receive Declarations of Interest by PCllrs and to consider any written applications for Dispensations. NONE RECEIVED

153) Minutes:

- a) The Minutes of the Council meeting held on 5 February 2026 was agreed and signed by the chairman. **RESOLVED:** That the minutes of the council meeting held on the 5 February 2026 (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**
- b) The Minutes of the Council meeting held on 17 February 2026 was agreed and signed by the chairman. **RESOLVED:** That the minutes of the council meeting held on the 17 February 2026 (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**
- c) To note the draft minutes from the Assets & Amenities Committee meeting held on 19 February 2026 **NOTED**

154) Finances:

- a) To retrospectively approve payments and receipts for all accounts for February 2026. **AGREED** and signed by Cllr T Poynton (Appendix 1)
- b) To authorise bills for payment in March 2026. **AGREED** and signed by Cllr C Prosser (Appendix 2)
- c) To receive and note the Bank Reconciliation for January 2026 and note the Unity Trust Bank Statements, Nationwide Bank statement January 2026. **NOTED** and signed by Cllr T Poynton (Appendix 3)
- d) To review expenditure against budgets from 1 April 2025 to 28 February 2026. **AGREED** and signed by Cllr T Poynton (Appendix 4)
- e) To receive and agree any grant applications. None received

155) Chairman's Report

Welcome all to tonight's full Parish Council Meeting.

What have I been doing this past month?

Briefly, on Friday afternoon 28 February 2026 our Planning and Development Working Group met with Hutton Councillors to discuss a proposed development scheme on land located to the South of Old Banwell Road. This proposed development will impact and affect both Parishes. The outcome of this meeting is subject of an agenda item later tonight and I will provide an update from the Working Group.

On Monday morning 2 March 2026, I welcomed Natalie our new Clerk's Assistant to our Locking Parish Council Team. Relevant documentation for her employment was signed and dated.

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

- a) CPRE - The public consultation on the National Planning Policy Framework is open until 10 March 2026. The CPRE challenge regarding the 'grey belt' land policy is expected to be released in the next 2-3 weeks, Cliff Dumbell will send LPC a copy.
- b) Locking Parklands Stakeholders – Next meeting will be on Tues 17 March at 10:30am at the Radio Wing. Cliff Dumbell will invite LPC and he urged everyone to come. No agenda has been received yet, Cliff will resolve over the weekend. Agenda items raised by LPC will be added so responses should be received. Cllr P Jones to attend and possibly Cllr T Poynton.

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

- a) **26/P/0297/MOD Phase A3 Locking Parklands** – Modification of section 106 legal agreement dated 16/07.2015 relating to planning permission 13/P/0997/OT2 to allow for Homes England Grant

Funding to be applied to all units on this parcel of the development; and amend the service charge gap. **NOTED**

- b) **26/P/0271/AOC Land to the South of Locking Head Drove** – Request to partially discharge condition 27 (Remediation Scheme) in respect of Phase 1 of application 16/P/2758/RG4. **NOTED**
- c) **26/P/0293/AOC Phase 3 Locking Parklands** – Request to discharge conditions 7 (Construction Phasing Plan), 8 (Development Project Plan), 11 (CEMP), 13 (Surface Water Drainage Scheme), 14 (Scheme to Treat and Remove Suspended Solids from Surface Water), 15 (Foul Water Scheme), 16 (Details of road, cycle and car parking), 18 (Details of hard and soft landscape works), 19 (Details of soft Landscaping), 20 (Landscape Management Plan), 21 (Tree Protection Fencing), 24 (Up to date Ecology Statement), 26 (External Lighting Plan), 27 (Biodiversity and nature conservation management plan), 28 (Pre-demolition checks), 30 (Protective measures around ecological features to be retained), 32 (Assessment of contamination), 33 (Remediation scheme), 37 (Sustainability strategy), 41 (Levels), 42 (Hard Surfacing), 43 (Samples for surfaces of footways and pedestrian areas), 45 (Boundary Treatments), 46 (Meter boxes) and 48 (Waste disposal strategy) from application 13/P/0997/OT2. **NOTED**
- d) **26/P/0312/FUH 5 Bramley Close Locking** – Proposed erection of a first floor side extension over the existing garage/ground floor extension, pitch roof to match existing and velux roof light in rear elevation. **AGREED to support this application.**
- e) **26/P/0121/FUH 17 Oxford Square** – Proposed erection of single storey front and rear extensions alongside a first floor side extension atop existing garage. **AGREED to support this application.**
- f) **26/P/0128/AOC Phase 8 & 10 Locking Parklands** – Request to partially discharge conditions 42 (External Materials) and 43 (Material Details) for Phases 8 & 10 on application 13/P/0997/OT2. **NOTED**
- g) **26/P/0246/AOC Land at Junction of Cranwell Road and Bowen Road Locking** – Request to discharge the Biodiversity Net Gain Condition from application 25/P/0837/FUL. **NOTED**

158) LPC Documents – AGREED to adopt the below policies with no amendments:

- a) Co-option Policy
- b) Document Retention & Disposal Policy
- c) Grant Award Policy

159) Working group meeting with Hutton Parish Council regarding proposed development scheme at Old Banwell Road Locking. Update from the Working Group.

On Friday afternoon 28 February 2026 members of the Planning and Flood Working Group met with Councillors from Hutton Parish Council in order to discuss a proposed development to the South of the Old Banwell Road. Hutton Parish Council was represented by the Chairman Councillor Pete Dutton, Councillor Marie Dunkley Vice Chair, Councillor Kenneth McCulloch and Councillor Terry Porter. Locking Parish Working Group members attending were Mike Tremlett, Paul Schofield, Peter Lacey and me. Also present was Hutton's soon to be new Clerk.

Discussions centred on the proposed new development and the impact that it would have on both parishes. North Somerset Council's Local Plan was also a subject of further discussion due to the fact that NSC Planners would in all probability support an application for this development because of Government's demand for an increase in the provision of new housing in North Somerset. A development of 500 houses at Nailsea was mentioned with the lack of facilities being of concern to parishioners.

The building of a community facility was also discussed due to the fact that Locking Parish Council owned the land at the Old Banwell Playing Fields and that it could accommodate a building which would be accessible to new residents in that proposed development.

It was decided that following this initial meeting we would hold a further meeting after the planning application was submitted in order to agree a joint strategy in moving this matter forward.

160) Planning Application 25/P/0739/FUL Frames Snooker Hall, Weston Business Park

a) To discuss the responses from NSC Planning Enforcement with regards to the breaches reported – Illuminated lights and flood lights installed without planning permission. No response received from Planning Enforcement, Cllrs Porter or Solomon. **AGREED** to write to Natural England to update them on the planning breach as taking no action could set an unhelpful precedent for other local businesses and provide an update to Planning Enforcement, Cllrs Porter and Solomon.

b) To discuss the lack of onsite parking at the site and the impact to Laney's Drove and Oak Tree Park residents: It was noted that Laney's Drove is a private road and that Oak Tree Park operates a policy of one parking space per property. Accordingly, LPC is unable to resolve the matter. **AGREED** to contact North Somerset Council to explore any possible actions they may take to help alleviate the parking issues.

161) Public Rights of Way – North Somerset Council requesting if the Parish Council would be interested in assisting them in maintaining and promoting their rights of way network. **AGREED** to write to NSC to outline the supportive work currently undertaken by LPC to help maintain access and advise LPC can assist with signage where appropriate but to note LPC's role is limited, as LPC does not own the land.

162) 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) **Breach of condition on planning permission 25/P/1917/FUL – 24 Grenville Avenue**
North Somerset Council acknowledged LPC's report of damage to pavements and grass verges by delivery and contractor vehicles. They advise the case is pending and under investigation. **NOTED**

PART 2

Exclusion of press and public.

(The Council is recommended to resolve that members of the press and public be excluded from the meeting during consideration of the agenda item/s below by reason of the confidential nature of the item/s of business to be transacted, in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960.

Clerk's Assistants, Kelly Harvey and Natalie Clapp, left the meeting.

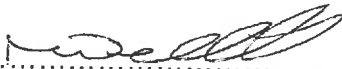
163) Appointment of Clerk/RFO – CONFIRMED that Mrs Harvey has accepted the appointment.

164) To confirm handover procedures – CONFIRMED and it was noted that the document was very detailed, and the clerk is thanked for producing this.

Agenda items for next meeting:

- Gladman planning application

There being no further business the Chairman closed the meeting at 8:15pm

Signed (chair): 

Date: 9/4/26

The next meeting of Locking Parish Council 2nd April 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.