



CLEEVE PARISH COUNCIL

Here for you.

Minutes of the Meeting of Cleeve Parish Council held on Tuesday 10 June 2025 at 7.30pm in Cleeve Village Hall

127/25 Present

Cllr Ronnie Morley (Chair), Cllr Colin Knowles (Vice Chair) and Cllrs Marianne Pitman, Hilary Burn, Carol Molloy and Clerk Andy Warren. District Cllr Tom Daw.

128/25 Apologies

None

129/25 Members of the public

None

130/25 Declaration of interests

(i) Declarations of interest relating to this agenda.

None

(ii) To consider applications for dispensations.

None

131/25 Agreement of Minutes of the Meeting held on 13 May 2025

It was resolved that the Minutes of the 13 May 2025 meeting, having been previously circulated, are confirmed as a true and accurate record.

Proposed by Cllr Knowles and seconded by Cllr Burn. Signed by Cllr Morley and handed to Clerk.

132/25 PCSO Report

No report received.

133/25 District Councillor Report

District Cllr Tom Daw reports the following:-

- The new NSC recycling and waste collection has had a successful launch.
- NSC have a new CEO (Mandy Bishop) joining from BANES and are also setting up a new Customer Services Team.
- BSIP work is continuing although the Backwell scheme has been called in for a rethink.
- He will chase the BSIP team in respect of the Cleeve plans.

134/25 Clerk's Report

- After reflection, Mike Petersen has decided not to proceed with co-option onto the Council. I have thanked him for his interest.
- The 2 councillor vacancies will be advertised via All About Cleeve.
- Chair and Vice-chair have been given a list of Clerk duties, access codes etc. as part of contingency planning.
- The bin at the entrance to Goblin Combe will now be emptied twice a week, along with the bins in the Car Park. Subject to ongoing review.
- We await update from the BSIP team following the recent monitoring on the A370. Chased 4 June.
- I have spoken to Judy Kiernan (Village Orderly) who is happy with how the job is going and I propose confirming ending her probation period and confirming the position.
- Our free flowers from NSC have been collected by Alex (Greener Future) who has arranged for the planter by the bus stop to be refilled and others planted around the Millenium Stone on Pound Green.
- It has been brought to my attention that the "memorial" in the corner of the Car Park has been revamped. Do we wish to take any action at all?
After discussion it was resolved that we should write to them requesting removal but suggesting planting a tree with a suitable plaque as an alternative. Clerk to liaise with Chair and contact the family. Proposed by Cllr Knowles and seconded by Cllr Burn.

135/25 Financial Report**a) Payments made**

16/05/2025	BACS	Zurich Insurance	£300.00
31/05/2025	BACS	Unity Bank Charges	£6.00
02/06/2025	BACS	Salaries and Tax	£988.71
02/06/2025	BACS	Greener Future (Grass Cutting)	£415.00
02/06/2025	BACS	Cleeve Village Hall	£14.00
04/06/2025	BACS	Andy Warren (Expenses)	£79.83
05/06/2025	BACS	Andy Savage – Bins	£250.00

b) Payments received

None

c) Unity Bank Signatories

With the recent changes in Councillors request has been prepared for the removal of authorities for former Cllrs Stringer, Pritchard and Lister.

We are also requesting the addition of Cllr Molloy to the list of signatories.

Forms prepared for signature by Cllrs Morley, Knowles and Molloy ahead of submission.

Proposed by Cllr Knowles and seconded by Cllr Burn.

136/25 Annual Review of Policies and Procedures**a) Standing Orders****b) Financial Regulations (Approve new drafts provided by NALC)**

Both Standing orders and Financial Regulations have new drafts provided by NALC.

It was resolved to adopt these new drafts. Proposed by Cllr Pitman and seconded by Cllr Knowles.

c) Grant Awarding Policy**d) Health and Safety Policy****e) Equality and Diversity****f) Social media****g) Complaints Procedure****h) Risk Assessment****i) Freedom of Information Act 2000 and Data Protection Act 1998****j) Community Engagement Strategy****k) Media and Filming (Not due for review until 2027)****l) Code of Conduct****m) Model Publication Scheme****n) Website Accessibility**

Cllr Knowles suggested a slight amendment to the Quarry Risk Assessment. Subject to this and there being no other changes for items c) to n) it was resolved to adopt the various documents.

Proposed by Cllr Knowles and seconded by Cllr Burn.

137/25 Action Plan

Discussion was held on the Action Plan with various amendments to be completed and confirmed at July meeting.

As part of discussion the question of our existing website was raised and Clerk is to obtain quote from an alternative provider for discussion at July meeting.

138/25 Asset Register

The Asset Register was discussed and the exercise to take photographs of all items for reference purposes remains to be completed. This will be added to revised Action Plan for all to contribute.

It was resolved that Cllr Morley, as Chair, sign the Asset Register. Proposed by Cllr Burn and seconded by Cllr Knowles.

139/25 Review of representation on or work with external bodies and arrangements for reporting back

ALCA– Cllr Knowles

Playing Fields Committee – Cllr Morley

Bristol Airport Environmental Group – Cllr Burn

Defibrillator Custodian – Ben Whistance (until he moves away when Clerk will take on)

NSC Standards Sub Committee – Cllr Morley nominated representative if required.

Village Hall Committee Liaison – Cllr Molloy

Parish Council Airport Association – Cllr Burn not to be formal member but will keep Council informed

Yatton United Charities – Cllr Pitman

Community Resilience liaison- Cllr Molloy

CPRE, Open Spaces and Natural England – Cllr Knowles

Equal Opportunities – Cllr Morley

Airport Consultative Committee- Cllr Burn

Groundworks – Monthly meetings Cllrs Burn and Knowles plus Clerk

In all cases reporting back to next available meeting.

Proposed by Cllr Knowles and seconded by Cllr Burn.

140/25 Review of the Council's and/or employees' memberships of other bodies

ALCA

NALC

SLCC

CPRE

Open Spaces

Parish Council Airport Association

Natural England

It was resolved to continue all memberships. Proposed by Cllr Knowles and seconded by Cllr Burn

141/25 Setting the dates, times and place of ordinary meetings of the full Council for the year ahead

It was resolved to hold Full Council meetings on the second Tuesday of each month for the forthcoming 12 months with the exception of August and December when no meetings are held. Clerk also advised that, due to leave, the November meeting will move to later in the month. Date to be confirmed.

The Annual Parish Meeting for 2026 will be held on Tuesday 21 April 2026.

Proposed by Cllr Knowles and seconded by Cllr Burn.

142/25 Planning Applications

None

For Discussion

None

Under Enforcement

None

143/25 Repurposing of Telephone Box

As discussed at the May meeting we have registered our interest in adopting the telephone box on Pound Green for £1. Bt will forward a contract and further details shortly.

144/25 Flooding and Drainage Issues

- On Sunday 8th June 2025 Cllr Knowles conducted a drain survey using a 1.2m probe.
This was reported to NSC using their form <https://forms.n-somerset.gov.uk/report-request/Form/roadissue#/1>.
On the A370, between the parish boundaries of Cleeve, of the 59 gullies tested using a rod, 12 were found to be fully blocked (i.e. silted to near road surface level, 12 were found to be substantially blocked (i.e. to about half-depth) and a further number were either non-draining or silted up to 10cm deep silt.
The report was given the number 0010-3880-8206-7478
- Following the NSC Workshop meeting on 30 April a question was asked regarding gully clearance and, in the absence of a response, an email has been sent to Mickey Green, Director of Environment, Assets and Transport Service NSC asking for clarification on plans for the maintenance programme.

145/25 Bristol Airport

Cllr Burn attended the Airport Environmental Working Group visit to Lulsgate Wood and has circulated her report. Lulsgate Wood is mitigation for the loss of the area required for foraging for the Greater and Lesser Horseshoe Bats. Three ponds are being created and the bats are using the area.

Along with District Cllr Daw, Cllr Burn also attended meeting with North Somerset Council on Local Plan Policy on Bristol Airport and her notes have been circulated.

146/25 Speed Limit Requests

Our speed limit revision requests have been submitted and logged. We await further contact.

We also await further update from the BSIP team on their proposals for Cleeve – including 30mph stretch on the A370.

147/25 Western Forest

Ahead of the meeting Cllr Knowles circulated background notes regarding the proposed “Western Forest”. This will be a new national forest spanning Wiltshire, Gloucestershire, Bristol and Somerset to be created by 2050.

They are offering to visit us and give a talk and we have confirmed that we would welcome this.

148/25 CIL Monies

Initial quotes have been obtained for replacement of the current inoperative speed warning sign on Bishops Road with a new “smiley” face sign. Clerk is liaising with relevant officers at NSC in order to take this forward.

149/25 Consultations for Comment

None.

For Information Only

150/25 Risk Assessments

- The “40” signs on the A370 are being obscured by undergrowth. Clerk to contact NSC Highways to request maintenance work.
- Clerk to diarise for the Autumn to seek tree surgeon guidance on ash dieback in Goblin Combe.

- Clerk to approach Touts to encourage them not to stock disposable barbeques – which can cause fire issue for example at Goblin Combe.

151/25 Report on Meetings and activities attended

- Cllrs Morley and Pitman attended meeting at Bristol Airport regarding parking issues. This included other Parish Councils, NSC and the Police. Discussions included the stops for the A3 and residents parking schemes.
- Cllr Knowles and Clerk attended zoom meeting with Groundwork covering areas such as owls, ravens, the Woodland Management Plan, bins, fires and other issues.

152/25 Any matters to go on next agenda

Action Plan, Website.

153/25 Invitations to External meetings

- Cllr Burn will be attending Bristol Airport Environmental Group meeting.
- Cllr Morley will be unable to attend next Recreation Club meeting as it clashes with next Parish Council meeting.

154/25 Future Meetings

Following a mutual suggestion an informal meeting is to be arranged with Brockley Councillors. Possible dates when Cleeve Village Hall is available are the mornings of 17 and 31 July. Clerk to liaise with Brockley and take forward.

Next meeting will be held on Tuesday 8 July 2025. Apologies in advance given by Cllrs Knowles and Molloy and District Cllr Daw.

Signed*Andy Warren*..... Dated ...11 June 2025.....

Andy Warren, Clerk 07932 191964 cleveparishcouncil@hotmail.co.uk

Minutes confirmed at meeting 08 July 2025 and signed by Chair- copy held with originals