

Butcombe Parish Council
Meeting, Monday 22nd July 2026
7.00pm at Butcombe Village Hall

Draft Minutes

Present:

Councillor Dick Whittington (DW)

Councillor Trevor Mitchell (TM)

Councillor Justin Millard (JM)

Councillor John Rodaway (JR)

1 member of the public

Cabinet Member and Ward Councillor Annemieke Waite

1 Welcome and Apologies for absence

Councillor Jim Croker (JC)

2. Declarations of Interests

None.

3. Minutes of meeting 23rd March and 11th May 2026

3.1 Matters arising

None.

3.2 Agreement of accuracy

The minutes were agreed by the Council and signed by the DW.

4. Cabinet Member for Planning

AM introduced herself and explained how she came to be North Somerset Council's Cabinet Member for Planning.

She gave an overview of the emerging Local Plan, which was submitted to the Planning Inspectorate in May. She explained that the Government had significantly increased North Somerset's housing target, meaning the Council had to identify additional sites for new homes.

AM outlined the main proposed development sites, including Weston-super-Mare, Woodspring, Pill/Easton-in-Gordano and Nailsea/Backwell. She explained that national planning policy encourages larger developments in places with good transport links, including train stations and access to services. The Local Plan will now be examined by the Planning Inspectorate, with public hearings expected later this year. If adopted, it will provide the framework for deciding planning applications over the coming years.

She said she was proud of the amount of work that had gone into preparing the plan and of the collaborative way officers had worked throughout the process.

JR asked who owned the proposed development sites.

AM explained that some of the sites are already owned or controlled by developers. She added that, so far, developers had engaged with the Council through the Local Plan process rather than submitting speculative planning applications before the plan is adopted. Having an up-to-date Local Plan will also give the Council a stronger basis for making planning decisions.

JR asked whether strong Section 106 agreements would be secured.

AM confirmed that they would and explained that further planning guidance is being prepared to help shape future developments.

AM said it was important that new developments become real communities, with a range of homes for different ages, household sizes and needs. She also stressed that schools, healthcare, community facilities and other infrastructure should be delivered alongside new housing, rather than years afterwards.

Airport Expansion

Speaking as Ward Councillor for Winford, AM updated the Council on the proposed expansion of Bristol Airport.

She referred to reports from several local residents whose roofs had been damaged and who believe this is linked to aircraft activity.

AM also spoke about the proposals affecting Felton Common and said she strongly opposed any suggestion that compulsory purchase powers should be used to acquire common land.

JM commented that there appeared to be differing legal opinions on whether a private company could use compulsory purchase powers.

AM explained that Winford Parish Council is the trustee of Felton Common and that any proposal affecting the Common would have to go through a lengthy legal process, including public consultation.

Discussion then moved on to transport. AM said she did not believe the current transport network could support the level of airport growth being proposed and that significant improvements to sustainable transport, including mass transit, will be needed.

JR asked whether the Council had carried out its own transport assessments.

AM confirmed that independent technical work had been undertaken.

She added that, in her view, airport expansion should only go ahead if there is a clear and deliverable transport plan.

JR asked whether an Article 4 Direction could help address airport parking.

AM explained that Article 4 Directions are complicated legal tools and are not always the most appropriate solution. She said the enforcement team continues to monitor airport-related parking issues.

DW asked whether an enforcement officer could attend a future parish council meeting, and AM agreed to arrange this.

A member of the public suggested creating small pick-up and drop-off areas near bus stops to make it easier for people to use public transport to the airport. AM agreed to pass the suggestion on.

Planning and Enforcement

TM said it often felt as though parish council comments on planning applications were not given enough weight when decisions were made.

DW also commented that retrospective planning applications could leave residents feeling that people were able to build first and seek permission afterwards.

AM acknowledged these concerns. She said she will raise the issue with the Planning Team to make sure delegated reports clearly explain the reasons whenever a planning decision differs from a parish council's recommendation. She also asked the Parish Council to let her know if any planning reports incorrectly stated that no parish council comments had been received.

AM said the planning enforcement team is being strengthened and that closer working between planning and enforcement officers will help the Council become more proactive in the future.

5. Appointment of new Clerk and RFO

DW confirmed he and JM had interviewed a candidate for the position and felt confident putting her forward as their recommendation for the position of clerk and RFO.

Proposer: TM proposed the position is offered to the candidate.

Seconder: JR seconded the motion.

RESOLVED: Motion carried, the Council agreed to appoint the candidate from 1st September at which point the current clerk will step down.

6. Planning:

6.1) New applications

26/P/1488/TBCN- Butcombe New Woods

JM will look into the planning application and if appropriate will draft a response to object to the application, this is to be agreed by email and submitted by the clerk.

ACTION: Objection to be submitted by clerk once agreed.

6.2) Update on other Planning Matters, including hard standing in Green Lane No further updates.

Member of public raised concerns regarding a council truck coming to Butcombe Court on the 11th May, causing damage to the archway making it dangerous. A complaint was made to NSC and scaffolding was erected around the arch, however this has now blocked access for people from the eastern side of the arch. Access is now fully dependant on a farmer allowing them to use his private road which is could stop at any point.

JR has asked the resident for a copy of the letter he has sent to NSC. He will obtain the facts and if needed to speak to the owner of the archway and NSC.

7.Update on highways and drainage issues, including Wessex Water sewage drainage works

JR confirmed the drainage work is now completed, he has asked for feedback from Wessex Water as to whether it has been successful but has not yet heard.

JM said there was a post knocked down at the access gate for the Pumping station, and requested JR contact them to get it fixed.

7.1 'Minor works' plans for 2026- None.

7.2 Enhancing Highway Maintenance trial- NSC

JR had a meeting with NSC which was useful but there was doubt from NSC perspective as to whether the extra verge cut would be beneficial for Butcombe. No further information has been received since the meeting.

7.3 Sutton Road – deteriorating surface

NSC have said the road resurfacing is within the 28/29 budget for major highways works but will try and bring it forward as they acknowledge it is in a poor state.

7.4 Damaged salt bin

This is to be agreed and ordered at the September meeting.

8. Bristol Airport 15mppa application/ PCAA updates

Minutes from the last PCAA meeting have been circulated to the councillors prior to the meeting.

9. Finance:

9.1 Payments to be agreed:

Except for the previously agreed salary for the clerk the only additional requested payment was:

£6.38 to be paid to the clerk for mileage.

The payment was agreed by the Council.

9.2 Agreement of bank reconciliation to 30th June 2026.

This was reviewed and agreed by the Council and signed by DW and TW.

9.3 Agreement for new clerk to be set up on Lloyds Bank (agenda said Unity in error).

It was agreed by the council for the new clerk to be set up on the bank following her appointment.

10. Defibrillator – plans for Residents Training

Sue Burchill has agreed to take on the management of the defibrillator along with another member of public. Once the processes around the defibrillator are in place some training will be arranged.

11. Exchange of Information including meeting reports on:

None

Clerk share with her replacement a poster to go on the website to encourage residents to join the Parish Council.

12. Date of Next Meeting –To be agreed

To be agreed on email.

clerk@butcombeparishcouncil.co.uk