

PARISH LIAISON MEETING

Minutes of the Meeting held

Wednesday, 19th March, 2025, 6.30 pm

In attendance:

Cllr Karen Walker – Chair of B&NES Council (Chair)
Mandy Bishop – Chief Operating Officer, B&NES
Cllr Rodney Andrews – Chew Magna Parish Council
Cllr Julie Austwick – Saltford Parish Council
Cllr Dave Biddleston – B&NES Councillor (Keynsham South)
Ellie Bryant – Project Manager, Community Energy Network, B&NES Council
Cllr Bruce Clarke – Priston Parish Council
Cllr Heather Clewett – Stowey Sutton Parish Council
George Clutton – Radstock Town Council (Clerk)
Cllr Chris Dando – Radstock Town Council and B&NES Councillor
Cllr John Darvill – East Harptree Parish Council
Geoff Davis – Clerk to South Stoke Parish Council and Monkton Combe Parish Council
Dave Dixon – Community Engagement Manager, B&NES
Sara Dixon – Locality Manager, B&NES
Cllr Dawn Drury – Compton Dando Parish Council
Jane Dury – Whitchurch Village Council
Cllr Mark Dury - Whitchurch Village Council
Cllr Lynne Easton – Chew Magna Parish Council
Jean Fossaceco – Clerk of Shoscombe Parish Council
Harriet Garstang – Business Support Officer, Sustainable Economy, B&NES Council
Paul Garrod – Traffic Management Network, B&NES Council
Lisa Gore - Service Manager - Waste Strategy & Contracts, B&NES Council
Cllr Phil Harding – Saltford Parish Council
Cllr Liz Hardman – B&NES Councillor (Paulton)
Mark Hayward – Community Engagement Officer, B&NES
Cllr Duncan Hounsell – B&NES Councillor (Saltford)
Ian James – Waste Cleansing & Fleet Operations, B&NES Council
Cllr Louise Leeder – Chew Magna Parish Council
Tracey Long – Assistant Clerk to Stowey Sutton Parish Council
Cllr Hal MacFie – Keynsham Town Council and B&NES Councillor
Cllr Jocelyn Nichols – Priston Parish Council
Cllr David Orme – Dunkerton and Tunley Parish Council
Simon Porter – Head of Waste and Fleet, B&NES Council
Cllr Josie Pownall – Timsbury Parish Council
John Rippin – Charlcombe Parish Council
Cllr Lynda Robertson – Midsomer Norton Town Council
Cllr Sam Ross – Farmborough Town Council and B&NES Councillor (Clutton and Farmborough)
Lottie Smith-Collins – Clerk of Saltford Parish Council
Andy Walker – Assistant Clerk to South Stoke Parish Council
Alison Wells – Community Engagement Officer (B&NES)

15 TOUR OF RECYCLING HUB

Parish and Town Council representatives undertook a tour of Keynsham recycling hub.

16 WELCOME AND APOLOGIES

The Chair of Council welcomed everyone to the meeting after their tour of the Keynsham recycling facilities and confirmed that the fact sheet about the recycling hub would be circulated with the minutes of the meeting.

Apologies for absence had been received from:

Parish and Town Councils:

David Duckett, Hinton Blewett Parish Council

Richard Maccabee, Chair of B&NES Avon Local Councils Association (ALCA)

B&NES:

Cllr Eleanor Jackson

Cllr Ruth Malloy

Cllr Andy Wait

17 PRESENTATION OF THE PETER DUPPA-MILLER AWARD

The Chair announced Cllr Phil Harding of Saltford Parish Council as this year's winner of the Peter Duppa-Miller Award which recognised the commitment and service provided by Town and Parish Councils in the area.

In receiving the award, Cllr Phil Harding paid tribute to the work of all Parish and Town Councillors and recommended the role to anyone looking to develop skills and support their community.

It was noted that this was the first of this year's Community Awards to be presented and Parishes would receive announcements of further winners soon via a press release.

18 BATH AND NORTH EAST SOMERSET AVON LOCAL COUNCILS ASSOCIATION (ALCA) UPDATE

Richard Maccabee, Chair of B&NES Avon Local Councils Association (ALCA) was unable to attend the meeting to give an update.

19 UPDATE FROM BATH & NORTH EAST SOMERSET COUNCIL

Mandy Bishop gave a brief update as follows:

1. There had been a request to rotate the location of Parish Liaison meetings through the year to places such as Bath; Bishop Sutton; Temple Cloud; Timsbury and Tunley as well as Keynsham.
2. It had previously been agreed with Parishes to hold the meetings in Keynsham as it is central in the district and accessible by transport.
3. A short survey would be sent out after the meeting seeking feedback on this issue.

20 UPDATE ON PARISH CHARTER

Alison Wells, Community Engagement Officer, to gave an update as follows:

1. There had been a Parish Charter since 1999.
2. The latest version was updated in 2018 and was due a refresh.
3. Following feedback that the charter was too long, it had been cut down to 5 pages with some of the practical information being moved to the parish information pack.
4. The core commitments remained the same but there was an additional commitment relating to the climate emergency.

The revised draft would be circulated following the meeting, together with a short survey to help Parishes provide their comments

21 WORLD CAFÉ SESSION

A 'World Café' style session was held to give Parish/Town Councils the opportunity to meet officers. The topics chosen were issues that ALCA and Parish representatives agreed on:

Table 1 – Waste and Recycling

Officers

Department/Service	Officer/Councillor
Waste Cleansing and Fleet Operations	Simon Porter – Head of Waste and Fleet
Waste Cleansing and Fleet Operations	Lisa Gore – Service Manager – Waste and Contracts
Corporate Office	Alison Wells – Community Engagement Officer

Q1: Do you do public tours of the facilities?

A1: No – we have had some school groups in though.

Q2: When our refuse and recycling is collected, we have issues with litter afterwards – either because it has been blown around or because it gets dropped by the crews. What can we do.

A2: Please do report it because we do monitor this for patterns and will speak to the crews concerned. [BANES Fix My Street](#).

Q3: Do you deal with fly tipping?

A3: Yes. We have hidden cameras in areas that experience high levels of fly tipping and have recently caught someone dumping large amounts of waste. They are about to be prosecuted. We also issue fines of £150 (soon to increase to £200) to those we catch littering – even discarding cigarette butts.

Q4: Will you be going to 3 week black waste collections?

A4: There are no plans here at the moment, although neighbouring authorities are trialling it.

Comment 1: I find that the compostable bags for food waste disintegrate very quickly.

Response 1: You do not need to use them. You can use old bread bags or newspaper. There is further [information about food waste on our website](#).

Comment 2: I find the blue bags for cardboard rip quickly.

Response 2: We are trialling some new, red bags and these may prove more robust. The aim of the trial is to help separate cans and plastic but the bags may also be useful for those that don't have space for a green bin.

Comment 3: There is a bench and a bin outside my house but people don't put litter in the bin – they drop it on the floor. We've also recently found large gas canisters there.

Response 3: Yes – we see people on camera dropping litter when there is a bin nearby and we do fine if we catch them. As well as static cameras, we also have mobile cameras that we can use. Finding gas canisters was raised at the Keynsham Area Forum recently. The Police say that it is linked to nitrous oxide abuse with the canisters usually dumped away from the area where the substance is being used.

Q5: Do you deal with dog waste? Our Parish is considering installing three dog bins.

A5: Yes – dog waste can go in regular bins. If you have an issue with people not binning dog waste, again, we need evidence but we can bring enforcement action. It may be best to install ordinary bins rather than specialist dog waste bins as these fill up quickly and can be unpleasant to empty. Also, to install them close to a road to make removing the waste easier. If you want the Council to take waste away, you can use the gold bags as for litter picks and leave it near a bin that we empty for collection. We can also share the Keep Britain Tidy Artwork with Parishes – we have paid for it and are happy for you to use it.

Table 2 – Highways

Officers

Department/Service	Officer/Councillor
Highways and Traffic	Paul Garrod - Team Manager - Traffic Management and Network
Corporate Office	Mark Hayward – Corporate Engagement Officer

Questions:

Q1. Can you provide confirmation on the locations for the eight new VAS signs being installed in the area?

A1. Four signs will be placed in Bath, while the remaining four will be situated in North East Somerset. The specific locations are still to be finalised.

Q2. Concerns regarding traffic speed on rural pathways and roads in less populated areas have been raised.

A2. To address this issue, a simple solution involves replacing the existing 30 mph roundels with 20 mph signs in areas where speed limits have been lowered.

Q3. What are the lighting requirements for zebra crossings?

A3. A specific standard outlines the necessary guidelines for road lighting, ensuring that zebra crossings are sufficiently illuminated to enhance visibility during nighttime and adverse weather conditions.

Q4. To prevent inappropriate vehicles from using Tucking Mill Lane in Monkton Combe, what more can be done?

A4. If the Implementing of a Traffic Regulation Order (TRO) was necessary, this would need to be complemented with a corresponding consultation process if there were to be a change in the road's designated use.

Q5. Is it possible to return the marker posts that were relocated on Tucking Mill Lane during the roadworks to their original locations?

A5. Yes, the council will coordinate the repositioning of these posts to their original sites.

Q6. How would we go about getting a weight restriction put on to a certain road?

A6. To impose a weight restriction on a specific road, it is necessary to initiate a Traffic Regulation Order (TRO), as this is a formal legal procedure that must be adhered to. Additionally, there may be the possibility of installing signage indicating the road's unsuitability for heavy vehicles.

Q7. What can be done to stop HGVs using weight restricted roads.

A7. To prevent HGVs from using weight-restricted roads, it is advisable to report the violating drivers to their respective transport companies. Providing evidence, such as photographs and license plate numbers, significantly enhances the effectiveness of these reports.

Comment 1: Acknowledgment was expressed for the improvements made to the road closure signage. A prior report had been submitted to Council Connect highlighting the lack of detailed information on signs indicating diversions. Recently, the signage was updated to include additional information regarding the recommended diversion route.

Comment 2: An instance was cited where an inappropriate lorry collided with a stone bridge, resulting in damage that remains unrepaired. Consequently, a request was made for the installation of more warning signs for heavy goods vehicles.

Table 3 – Climate and Nature

Department/Service	Officer/Councillor
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Green Transformation	Ellie Bryant - Project Manager, BANES Community Energy Network
Corporate Office	Sara Dixon – Locality Manager

Representatives from: Keynsham, Saltford, Timsbury, Paulton, Radstock

Flooding

Comment 1 - Keynsham: Somerdale has a large floodplain and used to flood every four to five years. Now the area floods at least two or three times per year. Keynsham Town Council has asked the Environment Agency for more information and discussions. A new bridge will be built on the Somerdale site crossing two authority boundaries.

Comment 2 - Saltford: Saltford floods more now. We are concerned about the safety of the river and its users. Saltford Brassmill has also seen an increase in flooding and report that they are impacted at least twice a year. There are also issues in the marina with fuel leaking from boats in the river. There are a number of roads in Saltford that get flooded and signs get put out. Some of them are impassable. This does need to have action taken.

Comment 3 – Paulton: The surface flood water on the highway has increased and this is due to the increase in house building. There is extra surface water that comes from the springs at Paulton Hill. Issues also arise when surface water freezes, causing road and pavement surfaces to be dangerous.

Sustainable planting, trees and wildlife.

Comment 4 – Saltford: The loss of trees in Saltford is of concern (Ash dieback). We are unclear about what trees will be replaced. We need appropriate trees for climate change, including the need for tree cover in hotter weather conditions as we are seeing more extremes. We have had little information about the removal of the trees from B&NES which is disappointing.

Comment 5 – Keynsham and Saltford: In Keynsham there is evidence of beavers along the River Avon. Also, otters, red kites and herons. This was also shared by Saltford colleagues who also saw signs of kingfishers at Brassmill and have film footage.

Comment 6 – Saltford: In Saltford there is a nature group run by volunteers who are managing the flower beds in the area. This is working to support the Bee Bold Pollinator project.

Comment 7 – Radstock: Radstock is part of the Somer Valley rediscovered which is funded by WECA and is working well including participating in the Bee Bold Pollinator project. There is an opportunity to replenish the community orchard in Radstock and planting Japanese clematis that can support bee pollination.

Transport and parking

Comment 8 – Timsbury: Timsbury Parish Council has linked up with Paulton Parish Council to provide some bus provision to link to the park and ride and RUH via WESTlocal.

Comment 9 – Keynsham: Keynsham Town Council also operates the WESTlocal K1 bus service as a local circular bus connection to the town centre and train station. Keynsham and Saltford have discussed the possibility of working together to provide further services to the RUH.

Comment 10 – Radstock: Whilst bus provision in Radstock is generally good in the centre of the town, the outlying villages of Writhlington and Haydon are particularly isolated. This is due to no bus provision and the steepness of the hills, meaning many people are unable to easily get into the town centre to use the regular bus services. Since B&NES introduced parking charges in the town, Radstock Town Council has noticed that people are now parking in Tom Huyton Play Park - particularly the Post Office vehicles. The implementation of the parking scheme has pushed the problem elsewhere. This view was shared with other parishes.

General

Comment 11 – Paulton Parish Council discussed how they used Neighbourhood CiL money and grants to give to local projects eg to infants and junior forest school for a growing food project. The Town Council in Radstock are working with B&NES on the regeneration action plan.

Table 4 –Climate and Nature Strategy: Parish Council Engagement

Department/Service	Officer/Councillor
Green Transformation	Harriet Garstang – Business Support Officer, Sustainable Communities
Legal and Democratic Services	Corrina Haskins – Senior Democratic Services Officer

Parish Council Engagement in the Climate and Nature Strategy

Comment 1 - East Harptree Parish Council would like to be involved in the development of the strategy. There was a specific group with expertise in this area. Harriet Garstang undertook to contact the clerk.

Comment 2 - South Stoke and Monkton Combe Parish Councils would be difficult to engage due to other priorities and time restraints.

Comment 3 - Shoscombe Parish Council had a representative with expertise in this area who may be interested in being a community champion and her contact details would be shared.

Comment 4 - Parish Council representatives were assured that links were being made to existing groups such as the Chew Valley Reconnected Partnership Project and there would be an integrated approach to developing the strategy.

What impact of climate change and nature loss have you seen in your parish?

Comment 5 - Flooding was an issue in certain areas, such as Chew Magna and Compton Dando. Trees had been planted in mitigation in Compton Dando

Comment 6 - There had also been flooding problems in Whitchurch cemetery and Keynsham cemetery from water running off nearby fields.

Comment 7 - This year had seen more migrating toads than usual.

Comment 8 - Bats were thriving.

What actions are your Parish Council taking to tackle climate change?

Comment 9 - Keynsham Nature Action Plan was nearly ready and would be shared with B&NES officers. The Town Council had supported a community led initiative to develop a small area of land in Keynsham for a community orchard.

Comment 10 - Midsomer Norton Town Council was working on a neighbourhood plan. The Council had been supported by the Somer Valley Rediscovered Project and had also benefited from apple trees donated by Thatcher's Cider Community Orchard Project as well as WECA funding to improve habitats for wildlife.

Comment 11 - Shoscombe Parish Council had previously participated in No Mow May on their recreation ground which resulted in a mixed response – those who supported and those who complained that it made it difficult to play ball games. As a compromise for the future, there would be certain areas that would be left to attract wildlife and other areas that would be mowed to facilitate sports activities.

Comment 12 - A few rural Parish Councils reported that attempts to get electrical vehicle charging facilities had not been successful. There were difficulties in not having a good enough electricity supply in rural areas and difficulties around securing planning permission in conservation areas. There were also financial constraints.

Comment 13 - Parish Councils reported challenges of getting data/information e.g., in relation to hedgerows and asked Council officers for assistance

Comment 14 - Whitchurch Village Council asked for Council advice on securing lighting for the Whitchurch section of the cycle path leading to Bristol to make this safer for users and provide consistency with the lit section within the Bristol boundary.

22 CHAIR'S CLOSING REMARKS

The Chair of the Council closed the meeting and thanked everyone for attending.

23 DATES OF FUTURE MEETINGS

The dates of future meetings were noted as follows:

Wednesday 16 July 2025

Wednesday 15 October 2025

The Community Space in Keynsham had been provisionally booked but this would be reviewed if required by the outcome of the survey.

The meeting ended at 8.30 pm

Chair(person)

Date Confirmed and Signed

Prepared by Democratic Services