



# LONG ASHTON PARISH COUNCIL

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Long Ashton Community Centre  
Keedwell Hill, Long Ashton  
Bristol, BS41 9DP

Dear Councillor

You are hereby summoned to a meeting of the Parish Council to be held on Monday 24<sup>th</sup> March 2025 at **6.30pm** at *The Jubilee Pavilion, Keedwell Hill, BS41 9DP.*

Hannah Harwood, Clerk  
18<sup>th</sup> March 2025

*As per the Council's Standing Orders, members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend only during the time designated for public participation. In exceptional circumstances, the chair may permit further public participation. The period of time designated for public participation at a meeting shall not exceed 30 minutes, this will be limited to 3 minutes per speaker. The chairman of the meeting may direct that a written or oral response be given.*

***Participation should be requested in advance by contacting the Clerk to ensure appropriate time is made available.***

*Non-confidential background papers available on request.*

## A G E N D A

1. **Apologies for absence LGA 1972 s85(1)**  
To receive any apologies for absence.
2. **Declarations of Interests and Grant of Dispensations**  
To receive any Declarations of Interest, including Disclosable Pecuniary Interests (DPI) they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct (adopted on 17<sup>th</sup> March 2022) and to consider any requests from members for Dispensations that accord with Localism Act 2011 s33. *(NB this does not **preclude** any later declarations).*
3. **Confirmation of minutes**  
That the minutes of the Parish Council meeting held on the 27<sup>th</sup> January 2025 are approved as a correct record and signed by the Chairman. (LGA 1972, Schedule 12, paragraph 41(1)).
4. **Co-Option**  
To consider and approve the proposed co-option applications.
5. **Committee Memberships**  
To appoint new members to the following committees:
  - a) Planning Committee
  - b) Environment Committee
  - c) Finance & General Purposes Committee

- 6. Response to NSC Local Plan 2040 additional housing sites consultation**  
To discuss and approve the Parish Council's response to the NSC Local Plan 2040 additional housing sites consultation (NSC deadline extension to 31st March).
- 7. EPIC Proposed Development – Planning Application 23/P/2185/FU2**  
To note that the Secretary of State, in line with the call-in policy, has decided not to call in this application. The decision confirms that it will be determined locally.
- 8. Long Ashton Community Association (LACA) Maintenance Grant Report**  
To receive the Long Ashton Community Association (LACA) Maintenance Grant report, including:
  - a) SOFA (Statement of Financial Activities) for each grant-in-aid fund
  - b) Updated maintenance schedule
  - c) Summary of Centre usage, including:
    - i) Number of organisations using the Centre and adjoining land
    - ii) Approximate number of bookings

*Note: This report will be submitted three times a year for the Full Council meetings in July, November, and March.*

- 9. Long Ashton Community Association – Motion**  
To consider and approve the request from the Community Association to retain the balance of the 2024-2025 maintenance grant to be spent in the next financial year.
- 10. North Somerset Council Devolution**
  - a) To receive an update on North Somerset Council (NSC) devolution.
  - b) To consider and approve taking over weekly emptying of 22 additional litter bins at a cost of £4,576 + VAT per annum. The Environment Committee has considered the proposal and recommends it for approval.

*Note: NSC has advised that these bins will be permanently removed if the Parish Council does not assume responsibility.*

- 11. Community Governance Review – North Somerset Council**  
To consider the North Somerset Council Community Governance Review 2025, as reviewed by the Finance & General Purposes Committee, including the published Terms of Reference, consultation process, and potential implications for Long Ashton Parish Council. The review will assess parish boundaries, warding arrangements, and councillor representation. The F&GP Committee recommends a reduction in parish council seats to 14 for Long Ashton and 2 for Leigh Woods. Councillors are invited to discuss and approve a response for submission during the first consultation phase, which runs from 21 February to 30 April 2025.
- 12. Final External Auditor report and Certificate for 2023/2024**
  - a) To note the final external auditor report and Certificate.
  - b) To approve additional charges related to a review of information received in relation to additional audit work arising from an elector's questions totalling £2,073.90.
- 13. Grounds Maintenance Contracts**
  - a) To approve the annual increase for the Grounds Maintenance contract for various Parish Council managed locations in Long Ashton. The proposed contract includes 13 grass cuts per year (excluding May for "No Mow May"), shrub and hedge maintenance

where required, and bi-monthly site inspections. The total cost is £8,946.08 + VAT, with monthly payments and a 3-month termination notice.

b) To approve the annual increase for the Closed Burial Ground Maintenance contract renewal. The contractor has proposed an increase to £735.00 per month, resulting in an annual cost of £8,820.00.

**14. NALC Model Financial Regulations 2024**

To approve the adapted NALC Model Financial Regulations 2024 as reviewed and recommend for approval by the Finance and General Purposes Committee.

**15. Ward Councillor Report**

To receive an update from Ward Councillors representing Long Ashton, covering relevant developments, ongoing initiatives, and any matters of interest to the Parish Council and community.

**16. Working Groups**

To receive reports from the following groups:

- a) Community Engagement Working Group
- b) Newsletter Working Group
- c) Light Up Long Ashton (LULA) Working Group
- d) Skatepark Working Group
- e) Biodiversity Working Group
- f) Peel Park Working Group

**17. Banking signatories**

To approve additional banking signatories for the Parish Council accounts.

**18. West of England Rural Network – Community Action Project**

To consider participation in the West of England Rural Network's (WERN) new project aimed at strengthening community-led action in rural areas. WERN is gathering input from Town and Parish Councils to identify service gaps and improve local networks. Councillors are invited to complete the community survey by 27th March 2025.

**19. Date of the next meeting**

To note that the next scheduled meeting of the Parish Council is Monday 12<sup>th</sup> May 2025 at **6.30pm**.

**20. Exclusion of Press and Public**

Recommended – that pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted.

**21. Staffing (Confidential)**

a) Spinal Column Points Increases: To approve salary increases as recommended by the Staffing Committee.

b) Staffing Matters: To consider and approve additional staffing requests or recommendations.