East Harptree Parish Council

Serving our community - Caring about our future

Minutes of the Parish Council Meeting held on Tuesday 20th October 2026 at 7.30pm in The Theatre, East Harptree

Present: Cllrs John Vinson (Chair), John Darvill, Alan Harper, Ed King & Chris Pope

Clerk: Sarah-Jane Streatfeild-James **Ward Councillor:** not present

Minutes - 2026/10

1. **Apologies for absence noted and accepted:** Cllrs Richard Davis, Ward Councillor Simon McCombe

2. **Declarations of interest:** none

3. **Public forum:** 5 members of the public present

   Report from Ward Councillor – not present

4. **Confirmation of the minutes of the previous meetings:** that the minutes of the Parish Council meetings held on 1st September 2026 are a true and accurate record.

5. **Planning applications:**

i) **Application Reference**: 26/03302/FUL
Application Address: The Cottage, Townsend, East Harptree, BS40 6BH
Proposal: Proposed partial demolition of existing garage with proposed redevelopment into granny annexe. *EHPC discussed this application and agreed to **OBJECT** due to the following concerns:*

- *Lack of off-street parking, this new proposal to demolish and convert the garage into a single bedroom dwelling (attributed to be ancillary to the main house and thus called a 'Granny Annex') removes altogether any off street car parking for a combined residential facility of five bedrooms.*
- *Design: The proposed scheme is for UPVC doors and windows that conflicts with materials used on the main house extension (aluminium), as using UPVC due to its high carbon footprint in manufacture is contrary to emerging policies regarding sustainability and is contrary to the East Harptree Village Character Assessment and Guidance. Any skylight will require blackout blinds as part of dark skies policy.*

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- *Construction: The proposals appear to rely upon some of the existing rubble stone walls that are shared with the adjoining property. The proximity to the neighbouring, adjacent and south facing gable wall of Summerleaze should be of concern to those neighbours. In order to provide compliant foundations for the new building then a Party Wall Agreement should be sought to protect them from the risk of damage to their property.*

6. Formal motions requiring a decision:

i) Agreed actions following earlier meeting with Wessex Water, follow-up actions:
To post presentation onto parish council website with commentary, to add QR codes linking to pollution reporting.
To send thanks to Julian and Phil for attending and engaging publicly.
To schedule follow-up (under review, no fixed date)

ii) Agreed a response to B&NES draft Local Plan, to submit Cllr Davis's circulated note as the council's response. To focus on valley-wide traffic and sewage impacts rather than local development

iii) Bristol Airport expansion (15M passengers per annum): response deadline 30th October. PCAA response only received yesterday; so inadequate time for councillors to read it
Key concerns: traffic impact, no credible public transport plan, uncontrolled off-site parking, noise (village is directly under flight path)
Agreed approach: support PCAA's submission, reaffirm previous objection in light of new technical evidence. Councillors to review and send confirmatory email to Clerk by Thursday.

iv) Agreed to sign the NALC Civility & Respect Pledge, Clerk to submit to NALC.

v) Considered developing a Community Resilience Plan for East Harptree and Coley – agreed to provide a list of key contact numbers, eg emergency services and utilities, and advice for preparedness for households. To request contact details for the Theatre should it be needed for evacuation purposes.

7. Finance:

i) To note standing orders:
SJ Streatfeild-James - clerks salary (October)
Paul Sperring - sweepers salary (October)

ii) The bank statements and bank reconciliation for June-Sept 2026 were checked and signed by Cllr Harper

iii) To note receipt of second instalment of precept - £9000.00

iv) Agreed the following payments -

Date	Item	Payee	Net	VAT	Total
21.10.26	Clerk expenses – HWA	SJ Streatfeild-James	£12.00 £2.60	 £0.65	£12.00 £3.25

Signed by…….. Date……

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	Printing Canva (August)		£3.61	£0.72	£4.33
21.10.26	Salaries + PAYE & NI Clerk & Sweeper (month 06 Oct-Nov)	HMRC & employees			£982.00
21.10.26	Salaries, PAYE & NI Clerk & Sweeper (month 07, Nov-Dec)	HMRC & employees			£982.00
21.10.26	Playing Field Grant	Playing Field Committee			£2350.00
21.10.26	Repair to ironwork in clock	Morganweld	£2600.00	£520.00	£3120.00
21.10.26	Poppy wreaths	Royal British Legion (grant donation)			£150.00

8. Matters of report:

i) EHPC has a councillor vacancy, please contact the Clerk if you would like to know more about the role. 1 resident attended the meeting to observe and has applied for co-option. A second resident has also expressed an interest, to add co-option to November agenda. Chair noted preference for female candidate if possible to improve diversity.

ii) Update on road safety issues – a multi-agency meeting is scheduled for 21st October, to share update following meeting. Clerk also met B&NES Highways rep and Ward Councillor Harding on site to discuss plans for safety work, including £32K allocated to the road safety planning between Chew Stoke and West Harptree.

iii) Update following the Chew Valley Area Forum on 23rd Sept – primarily focused on the B&NES draft Local Plan. Presentation shared with councillors and now integrated into EHPC response

iv) Update following PCAA meeting – minutes just received, to be forwarded to Councillors.

9. Correspondence received:

i) Email about East Harptree's Housing Needs Survey and action taken since, Clerk responded.

ii) Emails received about the lack of notice about closure of High Street for a water leak, Cllr McCombe liaised with B&NES about why this happened, to ask for update.

Next meeting **Tuesday 17th November 2026** at 7.30pm in The Theatre, East Harptree

Meeting closed 20.07

Signed by…….. Date……

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