

Farmborough Parish Council

Meeting Minutes

Location: Farmborough Memorial Hall

Date: 09/06/2026

Councillors Present:

Chair: Martin Carter Sam Ross
Mark Goodchild Phil Gray

Clerk: Debbie Tutchell

1 Apologies for Absence

Cllr Agnes Nowak, Cllr Dan Pidcock, Cllr Rob Breckon, Cllr David Howard, Cllr Nick Barnett

2 Declarations of Interest

None

Public Participation (3 minutes per person)

One member of the public, Jackie Gregory-Stevens, was present. She informed the Parish Council that a planning application will be submitted for six glamping pods with wood-fired hot tubs at Willow Farm, to be in place from Easter until October. Jackie also expressed an interest in joining the Parish Council as a councillor.

Action/Vote

3 Minutes

a To approve the minutes of the meeting held on Tuesday 12th May 2026

No amendments required, proposed by PG seconded by MG
Minutes signed off by MC

4 Approved

b To receive reports on any further matters arising from the decisions of the last meeting

None

4 Planning

a To agree/ report responses to the following applications:

i. None

b To report B&NES decisions for the following applications:

i. None

c To report on other planning matters (referrals, enforcement, appeals etc...)

i. None

5 Finance, HR, Legal and Admin

a To approve the monthly finance report for May 2026

Additional payment approved to Mark Goodchild goal posts ties £10.00
Septic tank emptying at the Pavillion £378.00

3 Approved

4 Approved

b Balance of accounts on 31st May 2026

i. Current account: £31,964.63

ii. Savings account: £21,098.69

c To receive the AGAR Annual Internal Audit Report 2025/26

Received and approved

4 Approved

ACTION: Clerk to finalise AGAR and Audit documentation and send to Auditors before 1st July

Clerk

d To note the progress of financial recovery from Handy Compliance

No update

e To consider candidates for co-option onto the Parish Council

Jackie Gregory-Stevens wished to join FPC as a Councillor. She lives in the village and wants to become involved with the community.

4 Approved

Councillors took a vote to co-opt Jackie Gregory-Stevens (JG) onto the Parish Council.

SR proposed, MG seconded

ACTION: Clerk to send copy of Declaration of Interest Form, Declaration of Acceptance of Office and standing orders to JG.

(Jackie Gregory-Stevens joined the meeting)

Clerk

f To consider the topic for an ad to be included in the next issue of the Flyer

July issue – Recruitment for the remaining Parish Council vacancies.

August/September issue – Hedge cutting is now permitted.

g To consider the updated Standing Orders

One amendment is required in the planning section: add that the Parish Council can submit comments only in response to planning applications.

4 Approved

ACTION: Clerk to make the amendment and review the Standing Orders in June 2027.

Clerk

h To consider cesspit/septic tank emptying at the Recreational Ground

The Recreational Ground Committee to monitor levels throughout the year and then decide whether emptying should take place annually or biannually.

ACTION: Clerk to include £280 in the 2027/28 budget

Clerk

i To consider updating the Allotment Deeds

The allotment deeds are the only deeds that still need updating to bring all property records up to date.

5 Agreed

ACTION: Clerk to instruct Stone King Solicitors to carry out the work.

Clerk

6 Election of Working Groups

i. Allotments

ii. Emergency Planning

iii. Farmborough Climate & Nature Emergency (FCNEW)

iv. Finance

v. Planning Applications

vi. Play & Fitness Equipment

vii. Staff and HR

Required Councillors for election to working groups were absent.

ACTION: to review the working groups at the next meeting with absent Councillors

Clerk

7 To receive a report from the Clerk

I have completed my second CILCA session and am making good progress with the course. My next goal is to complete the first four learning outcomes by September.

The Village Sweeper has been strimming the verges in preparation for summer.

I have also been reviewing the accounts and preparing them for the new financial year.

8 Parks, Open Spaces and Environment

a Play & Fitness Equipment

i. A meeting was held with a playground equipment supplier. Quotes will be obtained for children's standalone items or a castle and climbing frame, likely in coated metal or plastic for lower maintenance. Options for teenage and adult equipment include a climbing frame, fitness equipment and battle ropes. The area

may also be resurfaced with wet-pour rubber and funding opportunities may be available.

b Allotments

i. To note any report and actions from the Working Group

The working group plans to clear rubbish from the vacant plots and bring them back into use. The Village Sweeper's container has been installed and is ready for use.

PG, Alex Vowles (Village Sweeper) and the Clerk have keys to the new container.

ii. To agree to erect a wooden 6 x 4 shed on plot 16 to collect rainwater.

After reviewing photos of the proposed shed location on the allotment, permission was agreed.

5 Approved

ACTION: Clerk to inform allotment holder

Clerk

c Farmborough Climate and Nature Emergency

i. To note any report and actions from the Working Group

The two main building projects have been completed, leaving the allotments as the remaining priority. Work with the community to turn plots 57-60 into an accessible community and accessible allotment area and create an orchard at the rear of the site is being looked at. Other assets under review include the street lamp post. With the cricket nets now in place, additional hedge and tree planting is also being considered.

9 Highways, Rights of Way and Infrastructure

a Community Speed Watch

i. To receive an update on Community Speed Watch

Two people have expressed an interest in joining Community Speed Watch. The Clerk will coordinate with the volunteers and provide information on contacting the police speed awareness team.

ACTION: Clerk to liaise with the volunteers and direct them to the appropriate contacts.

Clerk

b To agree on any additional tasks for the Village Road Sweeper

The Village Sweeper will carry out an inventory of all parish street-cleaning equipment and store it in the new container at Hobbs Wall. The Recreation Ground Committee will move the equipment currently stored at the pavilion. The Clerk will meet with the Village Sweeper to discuss his summer schedule, including strimming nettles and weeds along the pathways.

ACTION: Clerk to meet with the Village Sweeper.

Clerk

10 Community Engagement

A Emergency Planning Working Group

i. To note any report and actions from the Working Group

Two additional residents have expressed interest in joining the emergency planning outreach group, bringing the total to five. MC will coordinate a meeting date.

ACTION: Clerk to forward the names to MC.

MC

Clerk

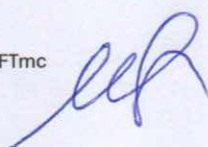
B Correspondence

i. The Cam Valley bus proposal – update

The outcome of the 20 May meeting is still awaited. The Keynsham K1 bus service is being rerouted away from the areas that need it most. The information has been forwarded to the Ward Councillor.

ii. To consider nominations for the Chelwood Bridge Rotary Club Community Award 2026. Some suggestions have been made on the nominees

ACTION: Clerk to add this item on the agenda in July for final consideration before the August deadline.



11 Reports

a Farmborough Recreation Ground Committee

Village Day also marked the 50th anniversary of the pavilion being handed over to the committee by the Coal Board. The event was very successful and there have been requests for it to become an annual occasion. A debrief meeting will be held shortly. Feedback from the day was very positive. The Air Ambulance attended and gave a CPR demonstration to 28 people and thanked the Parish Council for the grant awarded last month.

b Memorial Hall Committee

No update

c To receive a report from the Ward Councillor

The Local Plan draft was due to go to Cabinet at the beginning of July, but this has now been delayed until September. Work on highways and buses is ongoing. The Ward Councillor will attend the Parish Liaison Meeting on 22nd July.

d To receive any reports from Councillors

SR asked the Clerk to ensure all B&NES emails are sent to the new Clerk's email address. She also noted that planning training took place last month and said she would have attended had she been aware of it.

ACTION: Clerk to ensure all B&NES emails are redirected to the new Clerk's address.

Clerk

e To receive items put forward for discussion at the next meeting to be held on Tuesday 28th July 2026

Inform Farmborough Flyer about change of date for July's meeting

ACTION: Clerk to send notice to Flyer regarding change in meeting date.

Clerk

Meeting ended: 9.29pm

Signed by



Chair to the Parish Council, as an accurate representation of the meeting, agreed on