

FRESHFORD PARISH COUNCIL

DRAFT Minutes of the Freshford Parish Council Meeting
13th October 2025, 7.00pm, Freshford Village Memorial Hall

Parish Councillors Present: John Adler (Chair), Elli Bate, Rob Kilgour

Apologies: Ward Cllr Matt McCabe, Chris Casay, Julian Carpenter

In attendance: Kirsty Clark (Parish Clerk), Ward Cllr Fiona Gourley

Members of the Public: 2

Commenced 19:06pm

117. **Declarations of Interests and Requests for Dispensations**

Nothing to declare.

118. **118.1 Minutes of Meeting**

Clerk

Resolved: to approve the minutes of the meeting held on 15th September 2025 as a true record.

118.2 Review of action form the last meeting

- **Outstanding:** The light faults will again be raised alongside an escalated complaint – see Clerks report agenda item.
- **Resolved:** Clerk to approach B&NES to ensure contractors are aware of previous site access requirements.
- **Resolved** – redesign the councillor recruitment advert.
- **Resolved** - Cllr Bate to circulate new PC recruitment advert within Freshford Primary school
- **Resolved** : the PC require a new FLiSCA rep. Cllr Adler approached FLiSCA but sadly there were no volunteers at this stage. This requirements remains outstanding.
- **Resolved:** Cllr Carpenter proposed having an online and paper consultation. See Highways agenda item.
- **Outstanding:** Cllr Carpenter and Cllr Casey will meet on site at Dark Lane and look at feasible options and solutions relating to the consultation.
- **Resolved** –Obtain final version of Housing Needs Survey report and circulate to PC.

Cllr
Carpenter

119. **Open forum**

Ward Cllr Gourley noted that a ‘Movement survey’ is due to be launched by B&NES to set out a vision for ‘how we move around Bath.’ It was suggested this is sent to Freshford residents to gain their responses. Ward Cllr Gourley will ensure the link and details will be sent to the PC.

Caroline noted that the hedge along the Tynning required attention and wanted to understand what the maintenance plan looked like as felt it had become ‘unsightly.’ Cllr Adler deferred a response to this question for the appropriate agenda item.

The PC were asked how many Air B&B properties were in Freshford, but unfortunately that information was not known. It was suggested this might be available directly on the Air B&B website.

Caroline Deakin also asked if she could apply to join the PC. Cllr Adler explained that joining the PC is be the choice of the individual and subject to meeting the recruitment criteria.

Action: Clerk to email Caroline with the criteria for joining.

Clerk

Gordon noted that the street lamps on Station Road are not on for commuters walking to the first two trains of the day. Also noted the timing of the lights on the Tynning, with the middle light is the first to come on and the others follow over the next hour.

Gordon was unable to download the Dark Lane Consultation document from the website, finding an error message. Cllr Adler was looked into this and replaced the document.

It was also noted that the traffic on New Road and Freshford Lane has increased on Tuesday mornings due to the changed arrival time of the refuse lorry. The original collection time was between 7.20am – 8.20am every Tuesday morning, however recently this has been happening between 8:40am – 9:10am causing ‘chaos’ on these roads. Gordon has raised with Ward Cllr Gourley directly and the Clerk will email B&NES and copy in Ward Cllr Gourley to request the collection time is reverted.

120. **Co-option of Councillors**

Nothing to note at this stage, vacancies remain open and advertised.

Cllr Bate tendered her immediate resignation from the PC. Thanks and support of her decision were given by Councillors present.

121. **Finance and Personnel**

a) Requested payments – **Resolved**

Kirsty Clark	Clerks pay - Sept 2025 and back pay inline with statutory increased rate	£919.90
Matt Snelgrove	Village Steward In	£400.00
James Lock	Monthly grass cutting (instalment 7 of 9)	£305.55
HMRC	Monthly payroll deductions - M5	£53.38
Town and Country Assets and Services	Tynning Grass cutting and removal	£1,680.00
Alan Duck	Invoice 193 - grass cutting and strimming in August	£90.00
Zonkey	.gov.uk domain name for 2 years	£156.00
ALCA	Clerk training - data protection	£28.00
PWLB Lending service	Next instalment of Tynning Loan repayment - DD collection on 3rd November 25	£994.39

Clerk

b) Bank Reconciliation **resolved.**

Kirsty Clark	Clerks pay - Aug 2025	£772.84
Matt Snelgrove	Village Steward Inv 2917	£400.00
James Lock	Monthly grass cutting (instalment 6 of 9)	£305.55
HMRC	Monthly payroll deductions - M4	£53.38
Alan Duck	July Inv 178	£185.00
Freshford Memorial Hall	Inv 1895 - May - July 2025 plus donation	£770.00
CNB	Final invoice - professional services - Inv 286	£528.00

Clerk

122. **Planning applications**
25/03704/TCA - Tree Works Notification - Land Between Access Track And Boundary In Parcel 9517 Church Hill. **No Comment.** Clerk
123. **Highways**
- Ward Cllr Gourley asked about the term 'still unusable' on the consultation paper map, regarding the pavement. This was noted to be a typo, to be amended.
- Action:** Amend consultation document map to correct typo and republish. Cllr Adler/
Carpenter
- Resolved:** Consultation paper was approved in principle, subject to the amendment of the map typo.
- A 4 week time frame for responses was agreed, from the live date (TBC) which will align with Cllr Carpenters return from holiday. Potential live date of 27th Oct – End date of 28th November, with an initial review ready for meeting 8th December PC meeting.
124. **Neighbourhood Plan**
- Cllrs Kilgour, Adler and Casay have a date booked in the outstanding review meeting which is to be held on 20th October. Clerk
- It was noted that the second phase development at Freshford Mill will make up most of the number of houses needed for the area. Cllr Adler confirmed that 'infill' will now count towards required properties set out in the Local Plan.
- Ward Cllr Gourley noted that the use of 'infill' is termed as 'windfall' by B&NES and would be used to supplement to target figures.
- Ward Cllr Gourley noted the fact our Housing Needs Survey will help to provide evidence to planners of the local area 'need' and could provide a certain about of 'protection' from future, speculative developers/developments.
- Limpley Stoke are suggesting that they address documents relating to the Northern Settlement area as it largely covers Limpley Stoke and Freshford address the Eastern and Southern Settlement areas as these largely cover Freshford. The finer detail of this process needs to addressed.
125. **Matting on the Tyning**
- a) PC agreed to postpone a decision on future plans for the passing place until we have adequate capacity within the council to take on the project. Cllr Bate
- b) Informally Cllr Bate has spoken to Candy of Friends of Freshford (FoF) about the biodiversity plans for the Tyning. It was noted that one years' worth of grass cuttings from the previous cut has already been composted. This could provide a good source of local compost in the future. Cllr Bate will make contact with Town and Country Assets, who completed the cut and collection this year, to discuss future plans. Whilst Cllr Bate is stepping down from the PC, she remains committed to working with FoF and the PC to ensure the Tyning plans are maintained.
- It was noted that the Tyning hedge requires attention and the PC had already identified the need and is beginning g work on addressing this.
- Action:** To gather 3 quotes for the cutting of the Tyning hedges and advice on alternate years for shaping/advice. Clerk

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Clerks report

Clerk

- The autumn edition of the Freshford Newsletter is with the printer and will be delivered to Jessie, who is organising the distribution.
- Lights are due to be assessed/repared by Enerveo Thursday 16th October.
- Final strim of the grass around the trees on the Tynning grass was completed Saturday.
- Ordered a RBL wreath which will be delivered to the Clerk and be left at the memorial hall.
- Cllr Adler and Clerk noted the need to revisit the policy presented in July regarding PC meeting process. The document will be resent and adopted as per the July meeting agreement.
- Cllr Bate requested the support from the PC for the Community Farm project (see supporting document). Full Council support was give and a statement will support upcoming grant application processes.

127.

External Meetings

ALCA 52nd Annual General Meeting on Saturday 25th October – online meeting – Clerk to attend.

128.

Date of Next Meeting

Annual Parish Meeting - Monday 10th November 2025, 7pm, Freshford Village Memorial Hall.

Meeting ended 20:10pm