

COLD ASHTON PARISH COUNCIL Confirmed Minutes Ordinary Parish Meeting – 13th January 2026.

I HEREBY GIVE NOTICE that an Ordinary Meeting of the above-named Parish Council will be held at COLD ASHTON PARISH HALL on Tuesday January 13th at 8.00pm. All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted as set out below.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, race, gender, gender reassignment, sexual orientation, marital status, religion & belief, pregnancy & maternity and disability) Crime and Disorder, Health & Safety and Human Rights.

Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 unless excluded by the Parish Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose.

Signed: Ian Smith (Clerk to PC)	
Date of Summons:	
10 th January 2026	

The following business will be transacted.

Start of Meeting record at 8 pm, Cold Ashton Parish Hall

1. To Receive Apologies for Absence and to Confirm Attendance.

Councillor	Attending	Apologies
Phil Wyatt	X	
Philip Bloomfield	X	
Monica Green	X	
Ken Purnell	X	
Nigel Trapp	X	

Others Present [record names]:

Marilyn Palmer (Boyd Valley SGC)

Ben Stokes (Boyd Valley SGC – apologies)

2. To declare any conflict of interests with items on the agenda

None declared

3. To confirm the minutes of the ordinary meeting of November 16th 2025.

Confirmed and signed by Phil Wyatt (Chair)

4. To approve payments against Budget for 2025/26 and 2026/27

- Bank balances.
- List of items due for payment in the next 2 months

Cheque number	Invoice Number	Payee	Detail	Net value	Gross value (with VAT)
Cheque 100529	CA25-011	Ian Smith	Salary Q3 2025/26		£585.00
Cheque 100530	CA26-003	TOWN AND PARISH COUNCIL WEBSITES	For website services 2026/27		£180.00

Both payments agreed and cheques signed for Ian Smith to distribute

ACTION: Ian Smith will post cheque to Town and Parish Council Websites

5. To discuss the precept for Cold Ashton Parish Council (to be submitted by January 20th to Finance Officers at South Gloucestershire Council)

Ian Smith presented the state of the finances for Cold Ashton Parish Council. Currently the Council is within budget but there are going to be increased costs linked to “Assertion 10” of AGAR process. We are likely to accrue some additional costs for pushing forward the Neighbourhood Plan process.

Council voted to raise precept for the financial year 2026/27 to £5250. This is equivalent to a 5% rise or £2 per household in the Parish (Band D equivalent).

The Council noted that there have been no community applications for things like bulb planting this year. We will look at advertising the small community fund better.

6. To respond to the email from South Gloucestershire Council relating to access regulation order to be made by the Parish Council

We discussed the response from Neil Trotter (SGC).

The council is not opposed to fitting no entry signs rather than “no access” signs – but we are not clear about the likelihood for success given that this option was turned down in the past. Council thinks it is a good idea to invite Neil Trotter over to discuss his proposal.

Neil is an experienced traffic engineer.

This also raised the issue of road maintenance – generally Council considers that the maintenance of the lanes connecting the village of Cold Ashton to the main roads is ineffective.

ACTION: Ian Smith to invite Neil Trotter for a site meeting to discuss and pros and cons

ACTION: Marilyn Palmer will talk to StreetCare about maintenance strategy

ACTION: Phil Bloomfield will photograph and log key potholes and submit a request for maintenance

7. To discuss progress on Neighbourhood Plan for Cold Ashton Parish by responding to South Gloucestershire Council on our application for doing a Neighbourhood Plan

Council is still keen to pursue the concept. The limitations outlined by Danny Dixon. There is much in the broader local planning context to make a NP useful.

ACTION: Nigel Trapp to email Danny to discuss further what we need to do.

8. To discuss development control/development management applications.

No new applications since November 11th

Decision determined on Wisteria View

Council notes the determination by Planning Team on Wisteria View. Council would like to know the likelihood of enforcement action given that the Wisteria View business is still taking bookings for 2026 in the absence of the regularization of the land use at Wisteria View.

9. Information about the BANES local plan revision

Ian Smith outlined the recent local plan revision process in BANES where residents from BANES had set out a counter-proposal from the current housing allocations in the consultation BANES Local Plan where a sizeable housing allocation was suggested for Charmy Down.

There is no support for this allocation either by the BANES planning team nor the current landowner.

10. To discuss transition to “.gov.uk” domain with email management (now covered by assertion 10).

Ian Smith offered an alternative cost for the transition – it is more expensive than our current provider. Ian Smith presented a report to Council.

ACTION: Ian Smith to ask current provider “Town and Parish Council Websites” to provide us with a .GOV.Uk domain and associated email functionality.

11. Call for volunteer befrienders – Age UK – Gift of Friendship Project – discuss how we might publicise project in Parish

Ian Smith outlined a recent call from Age UK South Gloucestershire who are looking for rural volunteer befrienders.

ACTION: Ian Smith will publicise the call both through the Cold Ashton Whats App group and via the Council website

12. Pay Rise for Clerk?

Ian Smith proposed a pay rise for the clerk role – following NALC guidance on pay scales. This will increase the clerk’s salary to £607 per quarter from April 1st 2026 from current salary of £585 per quarter.

Council agreed the pay rise.

13. Reports and news from South Gloucestershire Council

Marilyn Palmer informed us of the next “Your Voice” event at Yate Academy on 26th January. Councillors were encouraged to attend.

Ian Smith informed Council that we have had a call from a new PCSO (Max Kingsland-Wain) who would be happy to attend Parish meeting. We would be happy to invite him.

14. Next meeting - Ordinary Meeting 3: 8pm, Tuesday March 10th 2026 – Cold Ashton Parish Hall.

Thank you everyone

End of meeting recorded at 9pm

These minutes are an accurate record of our meeting:

SIGNED BY:		DATE:	
------------	--	-------	--