

## TORMARTON PARISH COUNCIL

### The draft minutes of the Meeting of Tormarton Parish Council held on Monday 2<sup>nd</sup> March 2026 at 18:30 at Tormarton Parish Hall.

**Councillors:** Cllr Katy Pool (Chair), Cllr Sue Giles (Vice Chair), Cllr Janet Wells and Cllr Ranald Crook.  
Ward Cllrs Marilyn Palmer.

**In Attendance:**

**Members of the Public:** One

#### **02/03/2026 – No 1. Guest WERN – Village Agent Sharon Woods**

Cllr Pool invited Sharon to speak at the start of the meeting. Sharon introduced herself as the new village agent. She advised her role was to engage and support local residents through offering confidential one to one support, connecting with others, signposting to information or professional services, help with financial advice, provision of foodbank vouchers and advice on transport to medical services. Sharon agreed to write a summary of her services for the village newsletter, which she will send to the clerk for passing onto Cllr Wells. Sharon confirmed she worked 14 hours a week across Boyd Valley and is currently engaging with local medical surgeries.

**02/03/2026 - No 2. To receive any questions from members of public present – None**

**02/03/2026- No 3. To receive apologies for absence – Cllr Derry-Evans and Ward Cllr Ben Stokes**

**02/03/2026 - No 4. Declaration of Interest – None**

**02/03/2026 - No 5. To approve the minutes of the Meeting of Tormarton Parish Council held on Monday 2<sup>nd</sup> February 2026 and to note any issues.**

The minutes were unanimously approved as a true and accurate record of the meeting.

**Resolved: All Agreed**

**02/3/2026 – No 6. To receive any reports from South Gloucestershire Council Councillors**

Ward Cllr Palmer advised she had nothing to report and the Cllrs advised they had no questions at the present time to pose.

**02/03/2026 – No 7. Litter – Tormarton**

Cllr Giles and the clerk explained that during the month residents reported litter and fly tipping at a layby near to the Compass Inn. Following a report to South Gloucestershire Council by the clerk, the litter and fly tipped items were removed over two days. Residents had advised they would be interested in doing a litter pick and an invitation was extended to the parish council by Dave Jones of South Gloucestershire Council, to meet and discuss options to improve the ongoing litter situation in the village.

Dave also advised the current cost of dual-purpose bins, which the clerk advised were either £750 plus VAT or £950 plus VAT, plus the costs to have the bins emptied once a week. Cllrs agreed that these sums were too high to consider.

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It was agreed that Cllrs Giles and Wells would contact Dave Jones and agreed a mutually convenient time to meet in the village to discuss how litter could be discouraged and managed in the future. It was also noted that Dave would be able to provide litter bags and litter pickers if a litter pick was to be agreed in the future.

**Resolved: All Agreed**

### **02/03/2026 – No 8. Lime down Inspectorate Meeting**

Cllrs agreed that a written submission was sufficient and there was no requirement to attend the Preliminary meeting.

**Resolved: All Agreed**

### **02/03/2026 – No 9. To consider any planning applications received during the month**

Applications received for comment:

- P26/00362/NMA – Cllr Pool summarised the application noting that static homes would now be bigger at 45ft, with the vans being spread further apart with an increase in hard standing and there were also amendments to the landscaping. Further the day room was of the same size but L shaped. It was noted that some hard standing was already on site, even though this application has not yet been agreed. Concerns were raised about the impacts of decreased landscaping making the vans/mobiles home more visible to surrounding homes, light pollution and also concerns re the size of mobiles homes being lifted into place, as when this occurred previously, some damage had occurred. Cllrs agreed that Cllrs Wells, Crook and Giles would write a response by the 5<sup>th</sup> of March, to be submitted by the clerk by the closing date of 6<sup>th</sup> of March 2026.

Cllr Crook agreed to advise residents of this application via the village WhatsApp group.

Planning Application decisions received.

- P25/00245/RVC – Manor Farm, West Littleton - was approved with conditions during the month. Following the approval of the application the clerk reported to planning enforcement on behalf of the council, contraventions of the original application in respect of floodlighting on the exterior of the arena and landscaping not being completed prior to the property being occupied. Cllrs also agreed that due to a complaint, phone call that the clerk should also report that despite the property not being approved for commercial use, livery was being offered on site.

**Resolved: All Agreed**

### **02/03/2026 – No 10. To receive the bank reconciliation, bank statements, income and expenditure and monthly accounts to 23<sup>rd</sup> February 2026.**

Councillors approved the document contents and they were duly signed.

**Resolved: All Agreed**

Councillors approved the payments to be made.

**Resolved: All Agreed**

### **02/03/2025 – No 11. To receive updates from members on ongoing Parish issues.**

#### **Traffic and road issues within the parish**

- Cllr Pool reported that there are 32 potholes in West Littleton. She has recorded each one on South Gloucestershire Council's report it system. The clerk was asked to escalate the issue, as the state of the roads are now so bad in the village.

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- Cllr Crook queried whether the car park on the A46 was still in use. Cllr Pool confirmed the land had been sold to a 3<sup>rd</sup> party. She asked Ward Cllr Palmer if she could investigate who the land was sold to. Ward Cllr Palmer agreed to try and find out, but advised looking on the land registry was the best way to find out the owner.
- Cllr Giles advised the clerk that the disabled lines outside Rose Cottage have still not been painted and the clerk agreed to escalate this to South Gloucestershire Council.
- Cllr Crook raised that residents are concerned about Shire Hill being closed for a long length of time. It was noted the works were due to a sink hole and were being completed by the water company. Ward Cllr Palmer advised that a licence for works will be held for eighteen months to complete the works, which entitles the licence holder to complete works in that timeframe, although the licence usually specifies an aspirational target of the number of days.
- The clerk attended a meeting regarding the Vehicle Activated Road Sign (VAR) with Dave Swift and Dave Adams of South Gloucestershire Council. She raised the initial purchase of the VAR and what its intended use was. Dave Adams advised he was part of the original project. He advised the unit was purchased from Traffic Technologies directly and therefore the warranty is between the parish council and the supplier. He advised that at the time he felt he had managed the expectations of the parish council and the device was for highlighting speed and it was also used to download data, which was to be shared with police. Two years ago, South Gloucestershire Council changed to using Agilisys to monitor road speed, due to technological advancements. It monitors all roads and it collects data directly from vehicles. It was also noted during the meeting that the VAR was useful as a deterrent to diligent drivers, but if a person intends to speed, then it is likely they will ignore the VAR. This is based on experience. It was recommended that the parish council only deploy the VAR on roads inside the village and not on the Acton Turville Road. In response to hearing what was discussed at the meeting, Cllr Pool advised she held the invoice which shows that the parish council purchased the VAR from South Gloucestershire Council and she would like the invoice sent to South Gloucestershire Council to highlight this. The clerk was asked to add an item to the April agenda to agree the future use of the VAR and whether it would be rotated around the village, with consideration being given, as requested by Cllr Wells, to buy another VAR and just leave them in two locations permanently. It was noted by the clerk that chapter 8 training would be required if parishioners moved the devices around the village to ensure they would be protected by the parish insurance. Cllr Pool also noted disappointment that when the solar panel system for the VAR was being considered the parish council had not been advised that the Agilisys system may be coming into use.

### **Any items considered urgent as directed by the Chairman or Clerk**

The Chair advised she would like to introduce a closed session at the end of the meeting to discuss two important issues that had arisen, since the agenda had been issued, which was agreed by all councillors.

### **Resolved: All Agreed**

The clerk noted the following had occurred during the month:

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- Moss had been cleaned from the playground at the request of the parish council, by South Gloucestershire Council. This will make it a safer place to play.
- Defibrillator and CPR training was undertaken, by Sharon Kirwan of South West Ambulance Service Trust, with ten residents attending.
- A wall owned by Badminton Estate had collapsed in Tormarton. The parish council had contacted Badminton Estate and the bricks were removed and the area made safe.

### **02/03/2026 – No 12. To receive an update from the following committees.**

- a) Village Hall Committee:** Cllr Giles advised a meeting took place on the 9<sup>th</sup> of March 2026
- b) Village Pond Committee:** Cllr Wells advised the committee are obtaining de-silting quotations.
- c) Playing Field Committee:** Cllr Crook advised the building work was still planned to commence in the warmer months.

**02/03/2026 – No 13. To note that the date of the next meeting of Tormarton Parish Council will be held on the 13<sup>th</sup> April 2026 at 6.30pm**

**The meeting closed at 19:20**

**The closed session commenced at 19:30**