

Minutes of a meeting of Tormarton Parish Council held on Monday 15th June 2026 at 18:30 at Tormarton Parish Hall.

Councillors: Katy Pool (Chair), Sue Giles (Vice Chair), Ranald Crook, Janet Wells
In Attendance: South Glos. Council (SGC) Ward Councillors Marilyn Palmer and Ben Stokes
6 members of the public
Clerk: Emma Pattullo

Please note that these minutes are draft until approved at the subsequent meeting, and may be subject to change until that time.

2026-06/1 Public Forum

2026-06/1.1 To receive a presentation from Gillings Planning re: proposals for development at the A46/M4 junction

Nathan Turner of Gillings Planning and Matt of Zest presented proposals for an EV charging area development, on land off the A46 south of the motorway junction. They are currently in pre-application discussions with SGC and are expecting to put in the planning application soon. The proposed development includes 18 rapid charging bays, further car parking and two food & beverage outlets with drive-through and internal seating facilities. The charging facilities will be open 24 hours a day, with the retail unit hours still to be determined but expected to be early morning to late evening. The site will be screened by existing and new planting, and will be covered by CCTV and automatic number plate recognition cameras to deter crime and antisocial behaviour.

Councillors and residents raised various queries including the viability of the site given the proximity of other similar facilities; access from the A46 and whether this would encourage parking in the layby, meaning existing park-and-share traffic might be displaced into the villages; potential disruption on the A46 due to vehicles entering and leaving the site. The developers noted concerns raised and will consider them before submitting the formal planning application.

2026-06/1.2 Other public forum items

No matters raised.

2026-06/2 To receive apologies for absence

Apologies were received from Cllr Beccy Derry-Evans.

2026-06/3 To receive declarations of Interest or requests for dispensation

None received.

2026-06/4 To approve the minutes of the previous meeting held on 11th May 2026

It was RESOLVED that the minutes should be approved as a true and accurate record of the meeting. The minutes were signed by the Chair.

2026-06/5 To receive reports from the following: (no decisions to be taken under this item)

2026-06/5.1 South Gloucestershire Council (SGC) Ward Councillors

Temporary traffic lights at the A46/Acton Turville Road junction, installed as part of the mitigation for closure of the Badminton Road motorway bridge, are to be removed from 10th

July once the new bridge is open. The traffic lights are popularly believed to have improved safety at the junction. Cllr Palmer recommended that the council should write to SGC to request that a permanent solution be installed; Claire Young MP has started a public petition requesting the same.

The lights on the Henfield Lane/Westerleigh Road junction will also be removed once the new bridge is open.

The next Your Voice meeting, on Sat. 27th June at Kingsgate Park in Yate, will now run from 12 noon until 4pm.

The final session of the SGC Local Plan examination in public ends on 18th June.

Changes to national planning policy have been announced which will mean that most applications will be decided by planning officers rather than going to committee. SGC are still working out how this will work in practice, but it is expected that almost all household improvements and small developments of less than 10 houses will be decided by officers.

2026-06/5.2 Clerk

The clerk reported on the following:

- Attended Planning Engagement meeting. Planning changes were presented as reported by the ward councillors.
- Attended SLCC regional training seminar – useful talks including the move to a digital AGAR (audit return), Assertion 10, changes to proper practices. Talked to Zurich about why the insurance premium is so high.
- Cotswold National Landscape “Caring for the Cotswolds” grant – details circulated to the committee reps.
- When publishing the audit information it was found that no variances statement was available, having been missed in the changeover process. As it would take some time for the new Clerk to produce one, it has been agreed with the Chair that it will be left for now; the council will acknowledge this in the next audit process.

2026-06/5.3 Village Hall Committee

The AGM was held, a new Chair is now in post with a gradual handover from the long-standing previous Chair. The new LED lighting is a big improvement. Playground maintenance items are underway. The nursery are talking with Badminton Estate about possible installation of additional space on site – the parish council will be kept informed of any further discussions.

2026-06/5.4 Village Pond Committee

No meetings held since last report.

2026-06/5.5 Playing Field Committee

The committee are looking into grant funding and project planning for the extension.

2026-06/5.6 Any other updates from councillors on matters not otherwise on the agenda

The owner of the Major’s Retreat pub is holding an open meeting on Tuesday 30th June from 7pm in the parish hall, to present their plans for development and re-opening of the pub.

2026-06/6 Parish matters for decision

2026-06/6.1 To consider purchase of a non-recording VAR device

Two quotations were considered. It was RESOLVED to defer the item to the September meeting.

2026-06/6.2 To consider future maintenance of former Special Expenses land

Following discussion it was RESOLVED that the council will contract SGC to continue providing maintenance services on this land at Marshfield Road.

2026-06/6.3 To consider response to SGC consultation “Climate and Nature Strategy 2026-2030”

A resident with professional experience has offered to draft a response. It was RESOLVED that the draft response will be circulated to councillors for comment once received and that the Clerk will collate and submit a response.

2026-06/7 Planning

2026-06/7.1 To consider planning applications received, including any received after publication of the agenda

None received.

2026-06/7.2 To note planning decisions or updates received

The following planning decisions were noted:

- i. DOC26/00166 - Stoney Acre Norley Lane Tormarton - Discharge of conditions 9 (Landscape) and 10 (Maintenance) attached to planning permission P24/00773/F. *SGC decision – Conditions discharged.*
- ii. P26/00362/NMA - Stoney Acre Norley Lane Tormarton - Non-material amendment to planning permission P24/00773/F to make alterations to the approved site layout plans to accommodate mobile homes of an increased size along with hardstanding areas for gas tanks. *SGC decision – Non material amendment approved.*

As advised by the planning officer, it was RESOLVED that an enforcement complaint should be raised, as the hard standing already in place will mean that the agreed planting will not be possible.

2026-06/8 Finance

2026-06/8.1 To note receipts

The following receipts were noted:

Voucher	Description	Supplier	Total
37	Interest	NatWest	£ 11.64
46	Interest	NatWest	£ 14.80

2026-06/8.2 To note payments made under prior approval and approve payments due

No payments had been made under prior approval. It was RESOLVED that the following payments should be made by bank transfer:

Voucher	Description	Supplier	Total	Power to spend
48	Stationery (via clerk expenses)	Ryman	£ 7.08	LGA 1972 s111

49+50	Staff costs - May	Clerk / HMRC		LGA 1972 s111/112
51-53	Staff costs - June	Clerk / HMRC		LGA 1972 s111/112

2026-06/9 Council administration

2026-06/9.1 To review and re-adopt the following policies and procedures:

2026-06/9.1.1 Financial Regulations

It was RESOLVED that the Financial Regulations (v2.0) should be adopted as presented. The new version is based on the latest NALC model.

2026-06/9.1.2 Equality and Diversity policy

It was RESOLVED that the Equality and Diversity Policy (v1.1) should be adopted as presented.

2026-06/9.1.3 Safeguarding Children, Young People and Vulnerable Adults policy

It was RESOLVED that the Safeguarding Policy (v1.1) should be adopted as presented.

2026-06/9.1.4 Code of Conduct for Members

It was RESOLVED that the revised Code of Conduct (v2.0) should be adopted as presented. The new version is based on the SGC Code of Conduct 2023.

2026-06/9.1.5 Grant Awarding policy

It was RESOLVED that the Grant Awarding policy (v2.1) should be adopted as presented.

2026-06/9.2 To review and re-adopt the Risk Register

It was RESOLVED that the Risk Register 2026 should be adopted as presented.

2026-06/10 Items for the next agenda

Standing items on traffic/parking issues and budget monitoring.

2026-06/11 Meeting closure & date of next meeting

It was NOTED that the next meeting of Tormarton Parish Council will be held on the 20th July 2026 at 6.30pm. Items for the agenda should be with the Clerk by 2nd July.

The meeting closed at 8:25pm.