Chew Stoke Parish Council

Minutes of the Parish Council Meeting held on
Wednesday 11th November 2026 at 7.30 pm in the Village Hall, Chew Stoke

Present: Cllrs Steven Read (Chair), Nicola Ainger, Nick Baker, Ben Moss & Nicola Wilson

Clerk: Sarah-Jane Streatfeild-James **Ward Councillor**: David Harding

Minutes: 2026/11

1. **Apologies noted and accepted:** Cllrs Rowan Coleman and Steve Hicks

2. **Declarations of interest** – none.

3. **Public participation** – 2 members of the public present for agenda items about the Site Selection Appendix, Community Engagement and plans for the Housing Needs Survey.
   Ward Councillors report: to note the Site Allocation Appendix Plan is still open for comments until 20th November.
   Discussed possible application in Chew Magna for a weight limit and implications for Chew Stoke (see item 6xiii below), asked for CSPC's views about Chew Stoke.

4. **Confirmation of the minutes of the previous meeting:** unanimously agreed. A copy was given to the Chair to sign and returned to the Clerk.

5. **Planning applications:**
   i) **Application Reference**: 26/03680/FUL
   Application Address: 9 Chapel Close, Chew Stoke, BS40 8XX
   Proposal: Construction of a single-storey side extension, an open-sided carport and roof-mounted solar PV panels together with rendered external walls. *The proposed single storey extension is within the 33% permitted limit within the Greenbelt, the property isn't within the Conservation Area and will be hidden from view by a large hedge.*
   CSPC have no objection to this application.
   ii) **Application Reference**: 26/03790/FUL
   Application Address: Lake View, Stoke Hill, Chew Stoke, BS40 8XJ
   Proposal: Erection of single storey side extension to dwelling and two storey side extension to detached garage. *The proposed extension is replacing a lean-to and it is within the permitted 33% increase for a property within the greenbelt. It is noted this application replaces a previous permitted application for a link building and rear extension. CSPC have no objection to this application.*

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6. <u>Formal motions requiring a decision:</u>

i) Housing Needs Survey (HNS) - the rationale for undertaking this is to understand the number of houses needed by current Chew Stoke residents and their families, but also the to understand the type and size of the housing sought. CSPC obtained 3 quotes to undertake a HNS in March 26, undertaking a survey was discussed at length and councillors are still of the view that it is important to get the timing right. The lifetime of an HNS is 2-3 years, data quickly becomes out of date and no longer live and relevant; so to have an impact it must be timely. CSPC also discussed broadening the extent of the HNS and undertaking it with other neighbouring villages in the Chew Valley, (eg Chew Magna and Bishop Sutton who also have new housing allocations in the Local Plan). Noted that when Dairy Way was built, many homebuyers came from outside the village. Also noted an HNS must include people who work in the village and may aspire to live close to their work place. CSPC agreed to engage with the Hedgehogs landowner re: the timeline for any potential planning application so that it can inform the decision on the timing of the HNS. Undertaking the HNS is likely to be in the next 12 months. To ask the preferred survey company their views on broadening the catchment and the timings of the HNS. To ask other parish councils if they would be interested in undertaking the survey together. Agreed to establishing a working group of residents and councillors to oversee it. A working group could also help with a future planning application for Hedgehogs, being mindful that a working group must have a broad range of views about future housing in the village.

ii) CSPC representatives attended the Chew Valley Road Safety Multi-Agency Meeting with the Police & Crime Commissioner on 21.10 .26, and a RORR Committee meeting on 4.11.26. Clerk to send notes from the two meetings, Clerk to chase for response from B&NES Highways as keen to purchase a new Speed Indicator Device (SID) for Stoke Hill.

iii) Ratified the response to Bristol Airport planning application consultation 26/P/0686/OU2 which was reopened. CSCP agreed to respond and object at the Oct meeting, our submission had to be sent by 31.10.26. Unanimously agreed.

iv) Community Engagement – CSPC met with 2 residents who believed the PC weren't listening or communicating well during the Local Plan consultation. CSPC considers it did communicate well, sharing information within 24 hours of the information becoming available and setting up 2 drop-in sessions, sharing information via the usual routes. Agreed that the council processes might seem restrictive, but parish councils must abide by the Local Government Act 1972. It was perceived that CSPC did not make clear its views on the plan and lacked a summary in our response. The consultation was complex in nature, B&NES were seeking comments on the 'legality' and 'soundness' of the Plan; CSPC were demonstrating the correct way to respond to the consultation, which was not simply to support or object. Agreed to release an update of the PC's response to the B&NES Local Plan in layman's terms which can be read on our website.
Reviewed communication channels and engagement with the village. CSPC have been trialling a third WhatsApp 'community' for communications, agreed personal data is not visible to users with this option. To share link for new 'WhatsApp community' with residents, using established village groups, and to visit groups, eg Soup Lunch events and we will try to ascertain their preferred method of communication so that we can capitalise on them spreading the message for us.

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v) Agreed to defer the adoption the B&NES Parish Charter (updated 2025) to the December meeting.
vi) CSPC is creating a Community Resilience Plan for Chew Stoke Parish. Cllr Moss and Clerk to attend training sessions and liaise on progress.
vii) Agreed to create a stumpery in Rectory Field from donated oak tree stumps to create a wildlife haven. To add signage and information.
viii) Update on youth provision in the village, planned meeting not yet taken place. To contact new Chair of the YP group.
ix) Resolved to sign a licence to occupy for the Village Hall CIO. The Village Hall belongs to the Bath & Wells Diocese, CSPC lease the building from them, and a committee run the hall for CSPC. It is necessary to make the hall a CIO with Trustees to remove personal liability, and to register with the Charities Commission which would also unlock new funding routes. The Hall CIO would then require a 'Licence to Occupy' from the Parish Council. Agreed to sign the Licence to Occupy and inform the diocese.
x) Agreed to adopt a Social Media Policy.
xi) One document remains open for consultation in the Local Plan, the Local Plan Site Assessment Appendix. CSPC responded to the suitability of 3 sites in Chew Stoke in autumn 2025. Discussed whether our view has changed since then, which was on the understanding that it would be a 5% allocation of CS housing stock, ie 30 houses. CSPC remain of the view that the 2 sites off Stoke Hill have poor access and connectivity to the village, (one is too small), and Hedgehogs remains the most suitable. Agreed to submit comment to B&NES consultation that CSPC views remain unchanged.
Ward Councillor Harding highlighted that the CV Neighbourhood Plan (CVNP) will become outdated once the Local Plan is adopted. Agreed to communicate with other parishes in the CVNP about the need to update it, and ask if Stowey Sutton PC and Stanton Drew PC would like to be part of the updated version. To ask if it can be included in the next CV Area Forum agenda, and to ask the Monitoring Officer if there are any issues with the above plans. CSPC could also create a stand alone NP, to await feedback from other parishes.
xii) Christmas Tree opposite the Stoke Inn – plans are underway to erect a tree opposite the pub, a local resident has agreed to provide electricity for the lights, thank you to them. Cables are available from the Harvest Home team, discussing securing the tree.
xiii) Cllr Harding has asked for CSPC's thoughts on the potential for a weight limit restriction through Chew Magna and whether Chew Stoke should also consider it. CSPC agreed it would be imperative for Chew Stoke to also have a weight limit for HGV's if Chew Magna apply for one.

7. <u>Finance:</u>

i) To note standing orders:
   a. SJ Streatfeild-James - clerks salary (October)
   b. Hugo King – ground maintenance payment (October)

ii) The draft budget for 27-28 - agreed Clerk discuss with finance team councillors prior to the December meeting due to time limits in this meeting.

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iii) The bank reconciliation for the 2nd quarter of the financial year was checked and signed by Cllr Ainger.

iv) To note receipts:

Date	Item	Payer	Net	VAT	Total
16.11.26	Precept (2nd instalment)	B&NES			£12250.00
16.11.26	Field rent	James Baker			£650.00
16.11.26	Interest	Unity Trust			£183.60

v) Agreed the following payments:

Date	Item	Payee	Net	VAT	Total
16.11.26	HP Ink (printing) Canva	SJ Streatfeild-James	£4.17	£0.83	£3.25 £4.33
16.11.26	PAYE &NI	HMRC			£79.08
16.11.26	Mowing @ Village Hall	Hugo King			£30.00
16.11.26	Parkrun funding	Junior Parkrun	£500.00	£100.00	£600.00
16.11.26	PCAA subscription	Parish Councils Airport Assoc			£95.00 (pd)

8. Matters of report/updates:

i) Westaway Field and Cooks Meadow – no update
ii) Chew Valley Recreational Trail – meeting planned for December to discuss link projects with Chew Stoke and Bishop Sutton.
iii) Monthly update from Groundsman – thanks extended to the groundsman for clearing up the bus stop at a weekend.
iv) Chew Stoke Community Bloom have won a Gold Award for the second year in a row, congratulations to the hard-working Bloom team for this award and for helping the village look great. The Primary School, Strode Waterfall and Cooks Meadow all won an 'outstanding' award for their categories. An article is being submitted to the Mendip Times.
v) Bristol Airport update – a national review of airspace use is being undertaken.
vi) There are currently 2 vacancies on the Parish Council, we would love to hear from anyone interested in joining us, please contact the Clerk.

9. Correspondence received:

i) Residents about the Local Plan consultation.

Meeting ended 22.00

Next meeting: Thursday 3rd December 2026 at 7.30pm in The Village Hall, Chew Stoke

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