



An ORDINARY MEETING of the PARISH COUNCIL will be held on **Monday 14th September 2026 at 7.15pm** at Westerleigh Village Hall and the following business will be transacted. All Councillors are summoned to attend.

Rachel Davis

Rachel Davis (Clerk to Westerleigh & Coalpit Heath Parish Council)

8th September 2026

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 (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights.

DRAFT AGENDA –WESTERLEIGH & COALPIT HEATH PARISH COUNCIL MEETING SEPTEMBER 2026

1. To NOTE apologies for absence
2. To RECEIVE Declarations of Interest relating to this meeting, as required by the Council's Code of Conduct for Members and the Localism Act 2011
3. To APPROVE [Minutes](#) of Parish Council meeting held on 13th July 2026.
4. To RECEIVE and NOTE draft [Minutes](#) of the Finance & General Purposes Committee meeting held on 27th July 2026.
5. To RECEIVE reports from South Gloucestershire Councillors on matters relating to the Parish
Westerleigh & Coalpit Heath Parish Council – District Councillors' Report

Monday 7th September 2026

Major Changes to the National Scheme of Delegation for Planning Applications

The Government published updated guidance on the National Scheme of Delegation on the 1st June 2026. This marks a major shift towards a more officer-led planning system, with restrictions on what type of application can be referred to planning committee. Routine and policy-compliant applications are expected to stay out of committee, councillor call-ins are curtailed, and committees are intended to focus only on genuinely significant or contentious planning applications. We provide a succinct summary below.

The intention is that committees focus on major or genuinely significant planning matters, while officers determine routine and technical cases. The changes proposed will be coming into effect on 31st October 2026 and are intended to bring greater consistency across England in respects to decision making and reducing the overall number of planning application going to planning committee.

The system creates two broad categories:

- Schedule 1 – applications that **must** be decided by planning officers in all cases
- Schedule 2 – applications that are presumed to be officer-decided, unless specific 'referral tests' are met **and** senior decision-makers agree they should go to committee (e.g. the Chief Planning Officer and the Chair of the relevant planning committee)

Schedule 1 applications must be decided under delegated powers to officers and cannot go to committee (except some council "own-interest" cases). Examples of Schedule 1 applications include:

- Householder applications (extensions, lofts, etc.)
- Minor commercial development
- Minor residential development (up to 9 homes on sites under 0.5 hectares)

- Reserved matters approvals (where it is not related to a phase of development in an outline planning permission)
- Discharge of conditions
- Permission in principle
- Requests to agree or modify a planning obligation that relates to a schedule 1 development
- Non-Material Amendment applications to a planning permission or permission in principle
- Certificates of lawfulness

Any of the above applications will fall into Schedule 2 if any of the following occur:

- The Local Planning Authority considers that the Schedule 1 application is for planning permission that is connected to a Schedule 2 application for Listed Building Consent or for the variation or discharge of condition to a Listed Building Consent
- An application that would be Schedule 1 but is made under s73A of the Town and Country Planning Act (retrospective planning permission)
- Any application that is made by or on behalf of a Local Authority, a member of that Local Authority or an entity owned or controlled by the Local Authority

The changes will result in a greater share of day-to-day planning applications to be handled by planning officers as opposed to being referred to planning committee. Larger or more complex applications fall into Schedule 2, but there is still a strong presumption for officer determination. A case can only go to committee if:

1. It meets at least one statutory significance test under Regulation 5(2) or is an application made by or on behalf of the Local Authority, or member or officer of that authority or an entity owned or controlled by that that authority or any of its members or officers (Regulation 6), **and**
2. a nominated planning officer and nominated committee member both agree to refer it

If they cannot agree, the application stays with officers. Committee referral should be exceptional, not routine. At least one of these tests must apply for a referral to planning committee:

- A significant planning matter in relation to the development plan or material considerations; or
- A significant economic, social, or environmental issue for the local area

The guidance says cases are unlikely to justify committee referral if they broadly comply with an adopted local plan and technical concerns (e.g., highways or flooding) have been resolved.

Each authority must designate gatekeepers to decide jointly whether eligible cases should be referred to committee. This includes a senior planning officer (typically the chief planning officer), and a nominated committee member (typically the committee chair).

Planning committees/sub-committees must have no more than 13 councillors. There are no proposed changes yet to current structure of South Gloucestershire Council's Planning Committees. There is a distinct possibility, however, that South Gloucestershire Council could revert to having two area committees with a Spatial Planning Committee above it.

Planning

The applicant (Bloor Homes) for planning application P25/02534/O, for 450 dwellings with various associated infrastructure on Land East of Coalpit Heath, has submitted an appeal to the Secretary of State for Housing, Communities & Local Government on the grounds of non-determination. The form of the appeal will be a planning inquiry and the Secretary of State will, in due course, appoint one or more Planning Inspectors to oversee the appeal.

Prior to this planning appeal South Gloucestershire Council, as the Local Planning Authority, must inform the Secretary of State what its decision would have been if an appeal had not been submitted. The council will determine what its decision would have been at an additional meeting of the Strategic Sites Delivery Committee (SSDC) on Thursday 17th September at the Kingswood Civic Centre. The meeting is scheduled to commence at 2 p.m. and will do so provided that the Development Management Committee meeting (start time 11 a.m.) that immediately precedes it does not overrun.

Ahead of the SSDC meeting on Thursday 17th September a Sites Inspection will be held on Friday 11th September (estimated start time is 10.15 a.m.). The purpose of the Sites Inspection is to allow member of committee to see the site in context, and to raise any issues they wish to see covered in the case officer's report and presentation at the SSDC meeting. Ward councillors will each have up to three minutes at the Sites Inspection to address the committee and Westerleigh & Coalpit Heath Parish Council will also have up to three minutes to address the committee. Residents will have up to three minutes in total to address the committee (N.B. that is the cumulative speaking time for residents **not** three minutes per resident).

As Cllr Clark will be substituting for a Liberal Democrat colleague at the SSDC meeting on Thursday 17th September he is likely to reserve his remarks on Friday 11th September to ensure that he does not inadvertently fetter his discretion in advance of the SSDC meeting.

A separate Sites Inspection is scheduled for Last East of Park Lane (P24/02941/O) on Friday 18th September. This is an outline planning application for up to 95 dwellings, a café/shop with various associated works on land to the south of Blackberry Park. This site is allocated for residential development within South Gloucestershire Council's draft Local Plan and the planning application has been referred directly to SSDC by officers using delegated powers. Officers are yet to confirm when the application will appear before members for determination; the application may not be included on the agenda of the next scheduled SSDC meeting (on Thursday 1st October).

Green Light on Construction of New Thornbury Health Centre

The development of a brand-new Thornbury Health Centre on the former Thornbury Hospital site has now been approved.

The health centre will provide a new home for Severn View Family Practice and Streamside Surgery, who currently occupy a shared building adjacent to the former hospital site.

£14.4m has been provided by the Department of Health and Social Care with a further £2.5m in capital funding provided by Bristol North Somerset and South Gloucestershire Integrated Care System to build the new facility. Bristol, North Somerset and South Gloucestershire ICB and South Gloucestershire Council are working together to develop the plans and deliver the new health centre.

The health centre will provide a total of 24 consulting rooms, three treatment rooms and two phlebotomy rooms (spaces where blood samples can be taken) for the two surgeries. It will include a joint reception and waiting area and office space for both GP practices, as well as Severnvaile Primary Care Network.

Sirona care & health will also have office space and consulting rooms to support community services.

Construction is expected to start next month with the aim to complete the development by the end of Summer 2027.

Downend Resident Prosecuted Following Dog Fouling Offences

A Downend man has been ordered to pay more than £800 after South Gloucestershire Council prosecuted him for breaching a Public Space Protection Order (PSPO) that makes it a crime to leave dog waste in public.

Mason Lupton, of Cleve Wood Road in Downend, appeared at Bristol Magistrates' Court on 3rd August where he pleaded guilty to failing to comply with the PSPO that required him to clean up his dog's waste. He was fined £266, ordered to pay costs of £450 and a victim surcharge of £106, totalling £822.

The court heard that South Gloucestershire Council first received a report of increased dog fouling along the pavement area in front of the shops on Cleeve Wood Road, Downend in February 2026. Between Tuesday 10th February and Thursday 5th March, three incidents were captured on CCTV, all featuring the same dog fouling on the pavement areas outside the shop fronts.

Following a review of this CCTV footage, the council's environmental enforcement officers identified and visited an address on Cleeve Wood Road to speak with the occupant Mason Lupton. Lupton confirmed that the dog captured on the footage, a small brown terrier type dog, belonged to him and his wife. He

was advised that a Fixed Payment Notice (FPN) would be issued to him for breaching the PSPO, which was posted to his address on Wednesday 11th March.

No payment was received from Lupton, so officers made further visits to the property on Thursday 26th March, Tuesday 31st March and Thursday 9th April, but on each occasion there was no answer at the door. A final reminder for payment of the FPN was placed in the letterbox of the property.

Lupton failed to make any payment or make any contact with the council, so a prosecution was prepared for court. If the original FPN had been paid within the initial 10 day discounted period, the cost would have been £75.

Residents who observe littering or waste related offences are encouraged to report it by contacting the council's StreetCare helpdesk on 01454 868000, emailing streetcare@southglos.gov.uk or visiting www.southglos.gov.uk/flytipping.

6. To RECEIVE questions and comments from members of the public present with respect to business on the agenda (in accordance with Standing Orders 3 e-3 i)
7. **PLANNING**
 - a) To NOTE planning comments submitted since last meeting (circulated)
 - b) To NOTE planning decisions made by South Gloucestershire Council since last meeting (circulated)
 - c) To discuss and COMMENT on any necessary Planning Applications or other Planning Matters:
 - (i) [P26/01955/CLP](#) Erection of single storey rear extension. 1 Vicarage Road Coalpit Heath South Gloucestershire BS36 2RT
 - (ii) [P26/01958/CLP](#) Erection of outdoor swimming pool and associated incidental outbuilding Hollyhurst Park Lane Winterbourne South Gloucestershire BS36 1AS
 - (iii) [P26/01893/F](#) Erection of 1no. self-build dwelling with parking, landscaping, drainage and associated works. Plot 9 Blackberry Park 9 Cow Leaze Bristol BS36 2WB
 - (iv) [P26/01880/PNGR](#) Prior notification of a change of use from Agricultural Buildings to 9no. residential units (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). Kendleshire Farm Off Coalsack Lane Winterbourne South Gloucestershire BS36 1AN
 - (v) [P26/01381/HH](#) Erection of two storey and single storey rear extensions to form additional living accommodation. Erection of single storey link extension to existing outbuilding and conversion of existing outbuilding to form annexe. Jesmond House Westerleigh Road Westerleigh South Gloucestershire BS37 8QH (reconsultation)
 - (vi) Notice of consideration by SGC Strategic Sites Delivery Committee (meeting 17th September 2026)& notice of appeal:
[P25/02534/O](#) Phased development for the erection up to 450no. dwellings, land for ancillary primary school uses including play provision and drop off parking, local centre / community hub, mobility hub, public open space and play space, active travel links, and associated vehicular access, infrastructure, eng... Land East of Coalpit Heath

FINANCE

8. To NOTE end of July and August 2026 Financial documents: Statements & Reconciliations, receipts (circulated)
9. To NOTE all payments made in July and August 2026 in line with Financial Regulations (circulated)
10. To APPROVE accounts for payment September 2026 (circulated)
11. To consider and APPROVE any Grant Applications including: NONE

12. To NOTE update on South Gloucestershire Council Special Expenses/ Local Choice Policy and AGREE whether to opt in to service transfer for 2027/28 or delay (decision deadline 30/09/2026).(Report circulated)
13. To RECEIVE and take a DECISION on any other finance matters
 - (i) To NOTE annual NJC pay award for 2026/27, backdated to 1st April 2026. Backpay paid to all staff in Sept payroll.
 - (ii) To REVIEW and APPROVE the specification (or APPROVE further consultation), for a replacement basketball court project at Westerleigh Playing Field. (Report circulated)
14. To NOTE conclusion of audit 2025/26 ([external auditor report and certificate](#)) matters arising and publication of notice of conclusion of audit
15. To RECEIVE Parish Councillor Reports and any other Reports – written submissions, taken as read with questions taken as necessary

ITEMS REQUIRING A RESOLUTION

16. To NOTE any issues relating to reopening of A432 overbridge and related reopening of lanes (Ruffet Rd, Coalsack Lane, Cooks Lane), take a DECISION on any required actions
17. To NOTE progress with the South Gloucestershire Council A432 active travel project and take a DECISION on any required actions
 - (i) Update from 12th August 2026 catch-up meeting between councillors and A432 project team members (circulated)
18. To NOTE request from Bitterwell Lake Manager for Council to research the route and features of the lake inlet, to inform risk management. APPROVE contacting key agencies and report back to Council.
19. To discuss any required CONSULTATIONS and COMMENT as necessary:
 - (i) Review of Licensing Act 2003 (LA2003) Statement of Licensing Policy - <https://slp26.commonplace.is/> Deadline 22nd October 2026
 - (ii) Draft Street Trading Policy and Application Guidelines <https://streettrader26.commonplace.is/> Deadline 22nd October 2026
 - (iii) PT.8997 A432 Badminton Road, Coalpit Heath (outside St Saviours Church) - Waiting Restrictions. 09/09/2026 to 03/10/2026.

ITEMS TO NOTE

20. To NOTE progress of South Gloucestershire Highways review re speeding in Westerleigh (from Shorthill Road to the Nibley Lane junction)
21. To RECEIVE an update on North of Lyde Green site – REARRANGED Invitation from Places to People to meet cllrs Wednesday 23rd September, 6.30pm at Westerleigh Village Hall
22. To NOTE agreed name for new residential cul-de-sac (old fuchsia nursery site, Henfield Rd) – Fuschia Meadows
23. To NOTE Newman's Field zip wire inspection report (July 2026) - Recommend raising height of start mound
24. To NOTE FACE youth project report qu 1 (April -June 2026) (circulated)
25. To NOTE qu 1 usage figures for CAB joint drop-in with Frampton Cotterell Parish Council (circulated)

26. Correspondence/Communication with Westerleigh & Coalpit Heath Parish Council:
From South Gloucestershire Council:

-Temp closure of North Road, Yate from Armstrong Way to Millbrook Road. 16/09/26 – 17/09/26 between 0930-1530 only

The above restriction is necessary because drainage works are being carried out on or near the carriageway consequent upon which is the need to avoid danger to road users, and the operatives engaged upon the works and serious damage to the road.

-PT.8962 - Nibley Lane, Yate - Temporary Road Closure. 28/09/26 for three days.

Length of Nibley Lane which extends from a point 185 metres north west of its junction with A432 Badminton Road in a northerly direction for a distance of 40 metres.

This order is required for the following reason: in connection with the likelihood of danger to the public consequent upon defective reinstatement remedial works on or adjacent to the highway.

27. To NOTE items considered urgent by the Chairman

28. To CONSIDER any exempt items:

Due to the nature of the business under consideration, a resolution to exclude the press and public may be required under the Public Bodies (Admission to Meetings) Act 1960 and the LGA 1972, s100.

- (i) To CONSIDER and take a DECISION on land purchase enquiry.
- (ii) To RECEIVE an update on Bitterwell Lake licence review and APPROVE scope of lake licence review meeting with licensee.

29. Dates of future Parish Council meetings

October 12th Full Council Meeting

7pm Henfield Hall

November 9th Full Council Meeting

7pm Manor Hall, Newman Room

(Full list at www.wchparish.gov.uk/meetings)