

MINUTES OF EXTRA FULL PARISH COUNCIL MEETING
Tuesday 20th January 2026 at 7.15pm, Westerleigh Village Hall



**Westerleigh
& Coalpit Heath**
PARISH COUNCIL

**MINUTES OF WESTERLEIGH & COALPIT HEATH EXTRA FULL PARISH COUNCIL
MEETING**

Tuesday 20th January 2026 at 7.15pm, Westerleigh Village Hall

Present: Cllr R McCullough (Chair), Cllr C Goddard, Cllr G Williams, Cllr K Kelliher, Cllr J Lean (also ward cllr), Cllr T Clark (also ward cllr)

Clerk: R Davis

One member of the public

4230. To NOTE apologies for absence
Cllr D Margetts – other engagement
Ward Cllr M Palmer
4231. 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
Cllr T Clark advised the Council that as he is a member of the South Gloucestershire Development Management Committee, that he is still permitted to speak and vote on planning items and issues (see min 4235) and would only have to declare an interest if he had a pecuniary interest or an additional non-pecuniary interest. **Any contributions he makes are based upon the submitted documents available at this time and he retains an open mind should any application be subsequently referred to one of South Gloucestershire Council's planning committees for determination.**
All cllrs declared an interest in planning application P25/02534/O - Parish Council is the applicant. Council did not discuss nor comment (min 4235 c i).
4232. To APPROVE [Minutes](#) of Parish Council meeting held on 12th January 2026
RESOLVED: The minutes were approved and signed by the Chair.
4233. To RECEIVE reports from South Gloucestershire Councillors on matters relating to the Parish
Frampton Cotterell ward cllrs are considering whether to refer planning application [P25/01995/F](#) (Installation of 4no. additional static caravan pitches and erection of brick day room with associated works. Land At Henfield Road Coalpit Heath South Gloucestershire) to the Development Management Committee for determination. This is on the basis of objections from residents. If a referral is made and accepted, residents who have objected, and the Parish Council (also objected), can request to address the committee in person/online.
4234. 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)
None.
- 4235. PLANNING**
- a) To NOTE planning comments submitted since last meeting
None
- b) To NOTE planning decisions made by South Gloucestershire Council since last meeting
NOTED. See Appendix 1.
- c) To discuss and COMMENT on any necessary Planning Applications or other Planning Matters:
- (i) [P26/00017/F](#) Demolition of existing building and erection of new storage building to house maintenance tools and machinery. Westerleigh Playing Field Shorthill Road Bristol Westerleigh BS37 8QN

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Westerleigh & Coalpit Heath Parish Council is the applicant, so did not discuss the application.

- (ii) [P25/02835/PNA](#) Prior notification of the intention to erect 1 no. agricultural building for the repair and storage of farm machinery. Land At Dodmoor Farm Broad Lane Westerleigh South Gloucestershire

RESOLVED: Westerleigh & Coalpit Heath Parish Council makes no comment.

- (iii) [P25/02836/PNA](#) Prior notification of the intention to erect 1 no. agricultural building for the storage of farm machinery and equipment. Land At Dodmoor Farm Broad Lane Westerleigh South Gloucestershire

RESOLVED: Westerleigh & Coalpit Heath Parish Council makes no comment.

FINANCE

4236. To NOTE end of December 2025 Financial documents: Statements & [Reconciliations](#), receipts
NOTED. Bank reconciliation signed by the Chair.

4237. To NOTE end of Quarter 3 budget monitoring report and net position report for 2025/26 and
APPROVE any required actions.

NOTED. With 75% of the year gone, the Clerk reported the following:-

Income - expected income for this year is £118,052. £116,155 has been received. With expected income still due, a minimum surplus income of £2,000 is expected.

Staffing budget – 66% of the budget has been spent. An underspend of around 10% is expected, as the budget includes the cost of an additional staff member in the second half of the year, not required. The staffing structure will be reviewed again in 5 months' time (June 2026).

Administration budget - 45% of the budget (of £21,5000) has been spent. Some large expenses are expected before YE i.e. additional Manor Hall repairs and staff/ cllr training expenses. A small underspend is expected.

Environment& Leisure budget – 78% of the budget (of £41,688) has been spent. On track to keep within budget at YE.

Grants - the grant pot carried forward at 1st April was £119,519.44. £43,761.12 of additional grant funding has been received this year (Says Court annual community benefit payment plus CIL).

Total grant pot available this year is £163,280.56. Note, no further CIL funding is expected until new development comes forward in the parish.

Since 1st April £80,927 has been spent/ awarded, leaving a grant pot of £82,352.93. The grant pot remains healthy.

CIL funding makes up £48,996.58 of the pot, with £31,785.36 of this committed to future projects. This leaves £17,211.22 of unallocated CIL.

No required actions.

4238. To RECEIVE and take a DECISION on any other finance matters:

- (i) APPROVE quotation/ estimate for renovation of Bitterwell Lake eroded bank beneath accessible fishing platform - deferred to a future meeting.

4239. To consider and APPROVE any Grant Applications including:

- (i) Coalpit Heath Cricket Club - £5,000 contribution to girls' changing room project
RESOLVED: To APPROVE a grant of £5,000 to Coalpit Heath Cricket Club for girls' changing room project (from CIL). To be paid on receipt of invoices for completed works.

- (ii) Westerleigh Community Speedwatch – up to £500 for 2 x reflective kiddie cut out road safety signs

RESOLVED: To APPROVE purchase of 2 x kiddie cut out road safety signs by the Council (max cost £500) to be donated to Westerleigh Community Speedwatch. (From GPoC fund). Donate on condition that the group stores them safely when not in use and if they are no longer needed/ the group folds, the signs will be returned to the Council.

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ITEMS REQUIRING A RESOLUTION

4240. To discuss matters and take a DECISION on required actions arising from A432 Badminton Rd bridge closure
- (i) To DECIDE whether to send a letter of support to South Gloucestershire Council, re retaining/ making permanent temporary traffic lights at the Henfield Rd/ Westerleigh Rd junction AND the A46 Tormarton junction.
Ward Cllr Lean reported that a highways scheme request has been submitted to South Gloucestershire Council, to make the temporary traffic lights at the Henfield Rd/ Westerleigh Rd junction permanent and to retain the temporary lights in the interim.
RESOLVED: Clerk to submit a letter of support for the highways scheme request AND for permanent lights at the A46 Tormarton junction, to the Service Director for Place (South Gloucestershire Council).
4241. To note progress with the South Gloucestershire Council A432 active travel project and take a DECISION on any required actions
NOTED that revised plans for the Coalpit Heath village section of the project are now available on the website <https://a432improvements.commonplace.is/>, along with an FAQ page. Cllr McCullough is meeting with the project manager this week to review the location of the crossing near the viaduct, to see if there is any flexibility on location.
4242. To RECEIVE an update on progress with project for a replacement storage shed at Westerleigh Playing Field and take any required DECISIONS
NOTED payment of planning fee - £219.83 +VAT from CIL. Planning consultation deadline is 4th February 2026. Residents are encouraged to submit comments.
4243. To APPROVE list of suggested jobs for South Gloucestershire Council StreetCare Parish Team visit (mid February for one week)
RESOLVED: Approve list of jobs:
Coalpit Heath and hamlets
- Coalsack Lane pond tidying if possible (not PC or SGC owned, ownership unclear)
 - Clear/ weed pavement area in front of the Miners Badminton Rd Westerleigh
 - Footpath to Westerleigh Playing Field (between St James the Great Church & Ye Olde Inne) – clear vegetation from surface and boundaries
 - Westerleigh Playing Field accessible kissing gate from WVH car park – restore slope for access
 - Pansy Vale to Broad Lane footpath – cut back vegetation either side ready for the spring
 - Pansy Vale boundary wall (LHS when entering from Westerleigh Rd) – cut back vegetation to wall
 - cut back of the vegetation around the Village notice board
 - Sweep/scrape worst parts of Broad Lane foot/cycle path between Westerleigh and Coalpit Heath.
4244. To discuss any required CONSULTATIONS and COMMENT as necessary:
Formal consultations for Traffic Orders relating to A432 CRSTS project (deadline 7th February 2026):
- (i) [PT.8616](#) A432 Badminton Road, Coalpit Heath, Winterbourne and Yate - Pedestrian Crossings
A432 Badminton Road, Yate, west of Nibley Lane: Parallel crossing (plan T001-383-039)
A432 Badminton Road, Coalpit Heath, north east of the Coalpit Heath viaduct: Toucan crossing (plan T001-383-038)
A432 Badminton Road, Winterbourne, south of Park Lane: Toucan crossing (plan T001-382-040)
RESOLVED: Not to comment.
- (ii) [PT.8617](#) Nibley Lane, Yate and Westerleigh - Construction of Road Humps
Installation of 2 flat top tables; one on at the junction of Nibley Lane north of Badminton Road and one at the junction of Nibley Lane south of Badminton Road.
RESOLVED: Not to comment.

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ITEMS TO NOTE

4245. To NOTE progress of South Gloucestershire Highways review re speeding in Westerleigh (from Shorthill Road to the Nibley Lane junction)
No further update since 12th January meeting (min 4218).
4246. To NOTE progress with E&L projects
No parking on the grass signs.
Post Meeting Note: The frames have been made and signs will be installed shortly on Westerleigh Triangle, Pansy Vale and verge opposite Manor Hall.
4247. To NOTE installation of five bar gate across entrance to access route to 2 Park Lane via Ivory Wood by residents (12.12.2025), as approved (min 3892 Dec 2024)
NOTED. When the resident installs a lock on the gate (as agreed at min 3892) they will provide a key to the Council.
4248. Correspondence/Communication with Westerleigh & Coalpit Heath Parish Council: From South Gloucestershire Council:
NOTED.
-Next Your Voice Meeting: Yate & Cotswold Edge -
[Monday 26th January, 18:30 – 20:30, at Yate Academy](#), Sundridge Park

- PT.8584 Park Lane, Winterbourne and Frampton Cotterell - Temporary Road Closure
Temp closure of length of Park Lane which extends from its junction with Badminton Road to its junction with Heather Avenue. In connection with the likelihood of danger to the public consequent upon drainage maintenance works on or adjacent to the highway.
Delayed by one week. Will take place from 2nd Feb 2026 for 5 days duration, between the hours of 9:30am and 3:30pm.

A432 Active Travel (CRSTS) project road closures project road closures
-PT.8618 Beesmoor Road and Roundways, Coalpit Heath - temporary road closure
In connection with CRSTS active travel works. The order will be operative from **9th February 2026** (for a maximum period of eighteen months). Anticipated to be of **12 weeks duration**.

1. **Roundways** - length which extends from its junction with A432 Badminton Road to its junction with Walnut Close (past Manor School field). This closure is likely to take place later in 2026 TBC.
2. **Beesmoor Road** - length which extends from its junction with A432 Badminton Road in a north westerly direction for a distance of 45 metres
Alternative routes:
1. Roundways/ Henfield Rd (part unaffected), Station Road, A432 and vice versa
2. Beesmoor Road (part unaffected), Lower Chapel Lane, Woodend Road, A432 and vice versa

-PT.8619 A432 Badminton Road, Yate- temporary road closure
In connection with CRSTS active travel works. Close, temporarily, to vehicles **length of A432 Badminton Road which extends from its junction with Nibley Lane to its roundabout junction with Culvert Avenue**; and suspend, temporarily, when signs are covered, the South Gloucestershire Council (Weight Restriction Zone - Frampton Cotterell Area) (Prohibition of Heavy Commercial Vehicles of over 7.5 Tonnes Maximum Gross Weight) Order 2001. Church Road, Frampton Cotterell - from A432 Badminton Road to B4058 Bristol Road.
The order will be operative from **9 February 2026** (for a maximum period of eighteen months). Anticipated to be of **12 weeks duration (but , between the hours of 6pm and 6am**.
Alternative route: Alternative Route Via A432 (part unaffected), Stover Road, Yate Road, B4059, B4058, Church Road, A432 (part unaffected) vice versa

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Other received items

Leigh Farm community wind turbine proposal, public consultation events:
 January 19th 2026, 3.30–6.30pm: Pucklechurch Community Centre
 January 20th 2026 3.30–6.30pm: Westerleigh Village Hall
 January 31st 11.30am–3.30pm: Lyde Green Community Centre

4249. To NOTE items considered urgent by the Chairman

None.

4250. 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.

None.

4251. Dates of future Parish Council meetings

Feb 9th Full Council meeting 7pm Manor Hall, Newman Room

March 9th Full Council meeting 7pm Henfield Hall

Finance & General Purposes Meeting

March 16th F&GP Committee Meeting 7pm Manor Hall, Newman Room

(Full list at www.westerleighcoalpitheathparishcouncil.gov.uk/meeting-dates)

The meeting was closed at 7.50pm.

Appendix 1 - Planning decisions since 22nd December 2025

Description	Westerleigh & Coalpit Heath Parish Council Comment submitted	Notice	Decision	Decision Date
i) P25/02542/HH Demolition of existing conservatory. Erection of single storey rear extension to form additional living accommodation. 203 Roundways Coalpit Heath South Gloucestershire BS36 2RA	Westerleigh & Coalpit Heath Parish Council has NO OBJECTION to this application.	18/11/2025	Approve with conditions	13/01/2026
ii) P25/02270/ADV Consent to display 1no internally illuminated static fascia sign. Power Systems Uk Ltd Badminton Road Trading Estate Badminton Road Yate South Gloucestershire BS37 5GG	Westerleigh & Coalpit Heath Parish Council has NO OBJECTION to this application.	21/11/2025	Advert approve with conditions	13/01/2026