

# WESTERLEIGH PARISH COUNCIL



*S Simmons*  
Clerk to  
Westerleigh Parish  
Council  
2<sup>nd</sup> Sept 2022

## NOTICE OF FULL PARISH COUNCIL MEETING - September 12<sup>th</sup> 2022 7pm Henfield Hall

Please do not attend if you have been in contact with any other person in the last 5 days who tested positive for COVID, or if you feel unwell. Please respect social distance from others. Hand sanitizer will be available.

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.

**PRECEDED BY AVON & SOMERSET TALK ON FRAUD & CYBER CRIME TALK AT 6PM**

## AGENDA

1. Welcome & Introduction
2. Apologies for absence
3. Declarations of Interest under the Localism Act 2011 relating to this meeting
4. Reports from South Gloucestershire Councillors on matters relating to the Parish
5. Pre-arranged items from members of Public
6. PLANNING:
  - (a) Council to REVIEW process of dealing with incoming planning applications and APPROVE changes to Standing Orders if necessary
  - (b) Council to NOTE comments submitted since last meeting in AUGUST
  - (c) Council to discuss/comment on any necessary Planning Applications or other Planning Matters including:
    - (i) P22/04822/HH Installation of 3 no. front and 3 no. rear dormer windows with alterations to the roof line to facilitate loft conversion with balcony. Demolition of existing conservatory and erection of a single storey rear extension to form additional living accommodation. Erection of front porch. 24 Bitterwell Close Coalpit Heath BS36 2UQ
    - (ii) P22/05097/HH Demolition of existing garage. Erection of two storey outbuilding to form garage and hobby room. 22 Heath Gardens Coalpit Heath South Gloucestershire BS36 2TQ
    - (iii) P22/05104/PNH The erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 6m, for which the maximum height would be 2.5m, and for which the height of the eaves would be 2.5m 22 Heath Gardens Coalpit Heath BS36 2TQ
    - (iv) To note concerns over pond destruction relating to P22/04364/F Erection of a single storey side extension to farmhouse. Conversion of 3 no. barns to form 4 no. dwellings with associated works. Buildings At Mayshill Farmhouse Mays Hill Frampton Cotterell BS36 2NS
    - (v) P22/05217/F Change of use of land from agricultural to traveller site (sui generis), to facilitate stationing of 2no. static caravans and erection of 1no. Day room with associated works. Land Off Henfield Road Coalpit Heath BS36 2UH
7. Parish Councillor Reports – written submissions, taken as read with questions taken as necessary
8. Council to APPROVE Minutes of Parish Council meeting held on July 11<sup>th</sup> 2022
9. Council to APPROVE Minutes of Extra Ordinary Meeting of the PC held on August 16<sup>th</sup> 2022
10. Council to NOTE receipt of Staff Group Meeting notes and APPROVAL of pay increase for Deputy Clerk
11. Council to NOTE receipt of July and August 2022 payments & income documentation
12. Council to note COMPLETION OF EXTERNAL AUDIT and publication of Completion Notice
13. Council to consider ways to help vulnerable people during winter crisis - cold weather/fuel poverty/cost of living
14. Council to receive information relating to Bristol Water split supply at The Chalet/Henfield Hall site
15. Council to receive update relating to a Housing Needs Survey for Westerleigh ward of this Parish Council
16. Council to review free Fishing Permits for Parishioners and APPROVE any clarifications, changes or updates
17. Council to discuss/review/APPROVE Fishing Licence annual/monthly fees
18. Council to discuss/review/APPROVE Bitterwell Chalet matters:
  - (a) Rental charges
  - (b) Annual inspections
  - (c) Boiler service
19. Council to review updated youth report from FACE as requested at July PC meeting
20. Correspondence/Communication with Westerleigh Parish Council:

From SGC:  
On-street Residential Charging Scheme (ORCS) – scheme to put electric charging points where there is no off street parking for residents

Other received items

- ALCA AGM Saturday October 8<sup>th</sup> on Zoom

21. Council to receive any other information from Clerk/Deputy Clerk regarding ongoing matters/required approvals  
Westerleigh Play area equipment; Westerleigh Parish 2022 Tree Survey and work arising;  
Community speed watch; Deed of Trust for Westerleigh Village Hall;
22. Council to discuss/approve submissions for any required CONSULTATIONS  
[SGC Electric Vehicle charging strategy](#)
23. Council to discuss/APPROVE any required GRANT APPLICATIONS  
Henfield Hall application for new doors - awaiting further documentation as insufficient paperwork given so far.
24. Items considered urgent or exempt by the Chairman
25. Dates of upcoming public Parish council meetings [www.westerleighparishcouncil.org.uk/meeting-dates/](http://www.westerleighparishcouncil.org.uk/meeting-dates/)

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|---------------------------------|-------------------------------|-------------------------------------------------|
| Environment & Leisure Committee | October 3 <sup>rd</sup> 2022  | 7pm Red Brick Annexe, Manor Hall, Coalpit Heath |
| Full Parish Council meeting     | October 10 <sup>th</sup> 2022 | 7pm Westerleigh Village Hall, Westerleigh       |
| Finance Committee               | October 17 <sup>th</sup> 2022 | 7pm Red Brick Annex, Manor Hall, Coalpit Heath  |