

An ORDINARY MEETING of the PARISH COUNCIL will be held on **Monday 10th March at 7.00pm** at Henfield Hall, Ram Hill and the following business will be transacted. All Councillors are summoned to attend.

Rachel Davis

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

3rd March 2025

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.

SUPPLEMENTARY AGENDA –WESTERLEIGH & COALPIT HEATH PARISH COUNCIL MEETING MARCH 2025

1. To NOTE apologies for absence
Cllr K Kelliher
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 10th February 2025.
4. To RECEIVE reports from South Gloucestershire Councillors on matters relating to the Parish
Westerleigh & Coalpit Heath Parish Council – District Councillors' Report
Monday 10th March 2025

South Gloucestershire Council Draft Local Plan Reaches Regulation 19 Stage

A new Local Plan for South Gloucestershire is a step closer to being approved after Full Council agreed to launch a final round of public consultation on the proposals at the end of February.

The Plan, which will cover the 15-year period between 2026 and 2041, sets out where and how new homes, employment land and community-supporting infrastructure will be developed. All local authorities are required to have an up-to-date Local Plan, which must comply with national planning laws, which have recently been updated by the Government.

Having a current Local Plan helps to protect the area from speculative development and attempts by large developers to gain planning permission by appeal. The proposed plan for South Gloucestershire, despite increasing pressure on areas of the Green Belt from new national guidelines, allocates only 2.53% of that land in the district for potential building, the majority of which is not high-quality open space that currently delivers significant environmental or ecological benefits.

Following earlier rounds of consultation, there have been changes to the draft Plan, where evidence has shown that initial proposals would not deliver enough benefit. For example, a number of sites in the villages of Cromhall, Olveston, Rangeworthy and Marshfield have been removed from the current draft in favour of alternatives, and a potential development at the Frenchay Christmas Tree Farm on Old Gloucester Road has been removed. Marshfield no longer has any new allocations suggested in the Regulation 19 plan as the Council instead supports the prioritisation of local homes being delivered through the Marshfield Community Land Trust which has identified a site that it is progressing.

Through the Plan, the council is determined to deliver appropriate, safe and secure housing for people in South Gloucestershire well into the future to suit a range of identified needs, including for new affordable homes for rent and sale. Within the Plan a significant number of new housing allocations will

be required to deliver at least 40% affordable homes, compared to the previous Core Strategy requirement of 35% in order to meet this need.

Recognising that the population is ageing, the draft Plan focuses on delivering homes that are Age Friendly, to support places that enable us to age well and so more people can live independently in their own homes for longer. The Plan will also require new homes to be built to significantly improved environmental standards, enshrining clean and renewable energy technology and performance.

Following the decision of Full Council, the draft Local Plan will now progress to a statutory six-week consultation process that will launch on Friday 28th February.

Full details of how to take part and make submissions to the consultation will be published by the council when the process opens. Now open here: <https://localplan.commonplace.is/>

Consultation responses and submissions will then be provided to the Government's Planning Inspectorate, which will examine the Plan to determine if it is sound. It is expected that the Inspectorate will hold in-person hearings on the plan in the spring next year. Details of how to participate in that phase of the process will be published by the council in due course.

South Gloucestershire Council Passes Its Budget for 2025/26

At their meeting, on Wednesday 19th February, South Gloucestershire Council agreed its budget for the coming financial year. It sets out how the authority will balance the books for the next two years, by delivering already agreed savings and using reserves in 2026/27. The budget also includes investments that will help it meet its priorities set out in the Council Plan. The budget forecast, however, sets out how costs to the authority are continuing to rise faster than income can be generated, and that there is ongoing uncertainty about long-term council funding from Government which is yet to be resolved. It concludes that, unless there is a significantly increased investment in delivering council services, further savings will need to be made.

Following a public consultation process last year, residents told the council they broadly supported the approach and prioritisation it applied to looking at ways to spend less and protect services for those most in need of support. They recognised the ongoing pressure on the council to get the most efficient and effective agreements with external service providers and agencies where it is spending public money. They also said, very clearly, that they wanted quality service and support for local people to be the key drivers and that costs should not be cut purely to meet short-term financial targets.

While residents also recognised that many of the challenges facing the council are outside of its control, and that there is a case for increasing council taxes and charges, in the context of the ongoing cost of living crisis, they did not support ongoing above-inflation increases to plug funding gaps caused by a legacy of underfunding for things like social care. Communities across South Gloucestershire expressed strong views that solutions to solve escalating costs should be driven nationally, both in terms of policy and funding.

The final budget agreed includes a 4.99% increase in Council Tax. This means that the South Gloucestershire Council element of an average Band D property bill will be £1,931.33 in 2025/26. 2% of this increase, as has been the case for several years, will be ringfenced to meet the escalating costs of delivering social care, which continues to rise significantly more quickly than inflation.

It also assumes that the existing £40.3million in savings programmes will be delivered, on track, by the end of 2026/27, as well as an additional £1.1million in savings that were identified during the current year and shared with residents during the budget consultation process.

While the budget is projected to balance for the next two years, through the public consultation exercise, local people told the council about their preferences for how the authority should approach the future savings that will be necessary.

South Gloucestershire Council Leader, Councillor Maggie Tyrrell, said: "I firstly want to thank local people who have taken the time to let us know about their priorities for council services, spending and saving. Through the consultation process and our ongoing community conversations, we can see that

people recognise we simply, sadly, cannot afford to keep doing everything we always have done in the same way, because our spending power has not kept up with rising costs.

“It is increasingly difficult to find the right balance in these very challenging financial times. We are pleased to have been able to present a budget that will balance the books over the next two years, by making some prudent, if sometimes difficult choices.

“However, further ahead, there are clear shortfalls in our projected funding. There is uncertainty about how councils will be funded by national Government, and we look forward to the outcome of the spending review that we expect to be revealed in the Spring, which we hope will give us more certainty with which to plan ahead.

“We are also pleased to have been able to prioritise funding to support some of our communities who most need our help. Sometimes a little can go a long way, and the support we want to be able to provide for young people who need help getting their lives back on track; for older people who want to live independently; and for our veterans’ community, are really important for us.”

Residents Reminded of West of England Combined Authority Election Deadlines

Residents across the West of England are being urged to get ready for the election on Thursday 1st May 2025 to elect the next Mayor of the West of England Combined Authority. People across the region will be able to vote in person, by post, or by proxy – but only if registered to vote. The deadline to register to vote or update your details is midnight on Friday 11th April.

A West of England Mayoral Combined Authority spokesperson said:

“The Mayoral Combined Authority plays a key role in the West of England, including areas such as jobs and growth, transport, skills, the environment, planning and housing, and business support. It’s important that anyone who wants their say in the future of the region is registered to vote by 11th April to make your vote count in the election on 1st May. Visit www.gov.uk/register-to-vote.”

“The need to present ID as part of the voting process is still relatively new and so we are looking to encourage everyone to remember the need to bring ID with you to vote, and to signpost people to where they can learn more about what forms of ID are accepted. If you are unsure that you have the right form of ID, please go online to check today: www.gov.uk/how-to-vote/photo-id-youll-need.”

Register to vote by visiting [the government website](https://www.gov.uk/register-to-vote) and following the simple online steps. If you are unable to go online to register to vote, update your details, or check photo ID requirements then please contact your local electoral services office via 0122 547 7333 (Bath & North East Somerset), 0117 922 3400 (Bristol), 0145 486 3030 (South Gloucestershire).

To be eligible, [you must meet the requirements set out for voting in a local government election in England](https://www.gov.uk/register-to-vote).

The requirement to show photo ID at the polling station was introduced by the Elections Act (2022) and came into effect for the first time in May 2023. Voters will need to show valid photo identification (ID) to vote in the upcoming election on 1 May. Residents across the region are being urged to make sure they are ready to vote at a polling station by checking they have an [accepted form of ID](#). Accepted forms of ID include: a UK, European Economic Area (EEA), or Commonwealth passport; driving licence (including provisional driving licence); and some concessionary travel passes, such as an older person’s bus pass or disabled person’s bus pass.

Anyone who does not have one of the accepted forms of ID will be able to [apply for free ID online](#) or by completing a paper form. The full list of accepted ID can be found online along with more information about the new requirement and links to how to apply for the free ID. The new government has announced plans to extend the list of approved photo ID to include the HM Armed Forces Veteran Card in time for the election on 1st May. The deadline to apply for a free ID for the 1st May election is Wednesday 23rd April at 5 p.m. Voters will only be able to use expired ID if they are still recognisable from the photo.

Those who cannot or choose not to vote in a polling station can opt to register to vote by post or by appointing someone they trust to vote in their place, known as a proxy vote. The deadline to apply for a

postal vote is 5 p.m. on Monday 14th April. The deadline to apply for a proxy vote is 5 p.m. on Wednesday 23rd April.

5. 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)

FINANCE

6. To APPROVE February 2025 payments made in accordance with FR 6.9 (to follow)
7. To NOTE end of February 2025 Financial documents: Statements & Reconciliations, receipts (to follow)
8. To consider and APPROVE any Grant Applications including:
 - (i) Westerleigh Village Hall for fire doors (*form circulated*)
 - (ii) Westerleigh Fun Day (*form circulated*)
9. To RECEIVE information and take a DECISION on any other finance matters including:
 - (i) To NOTE £250 of L NAP - Local Nature Action Plan – budget, spent on Westerleigh Village Hall railings project to cover bug hotel, planting and extra labour. (In addition to £900 approved for project – ref Min 3772)
 - (ii) To NOTE rolling annual Venables Pest Control contract cost for Bitterwell Lake (£800) and take a DECISION on continuation
 - (iii) To NOTE CPS Grounds Ltd annual contract cost increase of 10.9% - effective from 1st April 2025
Bitterwell Lake:
 - (iv) To NOTE expenses to improve security at Bitterwell Lake following recent antisocial behaviour - £180 to install secure fence panel adjacent to Newman's Field gate
 - (v) To NOTE emergency expenditure to remove fallen tree at Bitterwell Lake on 28th Feb 2025 for health & safety reasons - £750
 - (vi) To NOTE repair costs for otter fencing caused by fallen tree at Bitterwell Lake (27th Feb 2025) and progress with insurance claim
 - (vii) To APPROVE cost of fitting 'easy access' gate latches to two gates at Bitterwell Lake to improve access – £300
 - (viii) To APPROVE cost of fitting mesh to Bitterwell Lake fish gate to improve health & safety - £240

10. **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) [P25/00309/F](#) Erection of 2no dwellings with access and associated works (resubmission of P24/00859/F). Land At South View Crescent Coalpit Heath South Gloucestershire –
 - (ii) [P25/00377/F](#) Construction of a solar farm with associated works, equipment and infrastructure. Land At Oakley Green Farm Oakleigh Green Farm Lane Westerleigh South Gloucestershire
 - (iii) [P25/00435/TRE](#) Works to 1no Field Maple Tree to crown reduce by 1.5-2.0m height and radial spread to previous points and thin canopy by 15% covered by tree preservation order SGTPO 03/97 dated 21st October 1997. 3 Oakwood Gardens Coalpit Heath South Gloucestershire BS36 2NB
 - (iv) [P25/00472/HH](#) Erection of two storey side extension to form additional living accommodation. 2B Rose Oak Drive Coalpit Heath South Gloucestershire BS36 2AS

11. To RECEIVE Parish Councillor Reports and any other Reports – written submissions, taken as read with questions taken as necessary

ITEMS REQUIRING A RESOLUTION

12. To discuss matters and take a DECISION on required actions arising from A432 Badminton Rd bridge closure:
 - (i) Update on South Gloucestershire Council response to surface water flooding (late Sept/ early Oct, again 24th Nov) on Henfield Road and poor condition of verges and road surface (*info circulated*)

13. To take a DECISION regarding whether to APPOINT an additional member to the [Environment & Leisure Committee](#) OR to disband the committee and set up a working group (ref Min 3891)

Environment & Leisure Committee	RM, CG, PK	Chair (ex officio) + 4 - at least one member required
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14. To discuss any required CONSULTATIONS and COMMENT as necessary:

- (i) South Gloucestershire Local Plan Regulation 19 consultation
<https://localplan.commonplace.is/> - Deadline 11th April 2025
- (ii) South Gloucestershire Joint Local Health and Wellbeing Strategy for 2025-29
<https://healthandwellbeingstrategy.commonplace.is/> – Deadline 11th April 2025
- (iii) South Gloucestershire Council Economic Regeneration Strategy - local business survey
<https://economicstrategy.commonplace.is/>

ITEMS TO NOTE

15. To NOTE progress of South Gloucestershire Highways review re speeding in Westerleigh (from Shorthill Road to the Nibley Lane junction)
16. To NOTE recent utility works carried out on Pansy Vale and progress with rectification works
17. To NOTE feedback from pre-meeting between Clerk, Cllr Goddard and Yate Spur Cycle route project team re impact on footpath LWE/18/30 (near Dodmoor Farm) (*info circulated*)
18. To NOTE jobs completed by SGC Parish Streetcare team across the parish, during w/c 10th February 2025 (*circulated*)
19. To NOTE fish netting/ audit completed at Bitterwell Lake on 17th Feb 2025 by AE Fisheries
20. To NOTE Frampton Cotterell Youth Service quarterly update (Q3 Oct - Dec 24) from FACE (*circulated*)
21. Correspondence/Communication with Westerleigh & Coalpit Heath Parish Council: From South Gloucestershire Council:
 - PT.8174 Down Road, Westerleigh - Temporary Road Closure 17th March, 1 day duration 9.30am – 3.30pm
Length of Down Road which extends from its junction with Bury Hill in a easterly direction for a distance of 100 metres. This order is required for the following reason: in connection with the likelihood of danger to the public consequent upon pole replacement works on or adjacent to the highway.
Alternative route: Down Road, Dragon Road, B4058 High Street, B4058 Bristol Road, Church Road, A432 Badminton Road and vice versa.
 - PT.8186 E-scooter Trial, South Gloucestershire. Order. To enable electric scooters being used in a trial, to use any road or length of road in South Gloucestershire which is currently used by pedal cycles. This applies only to electric scooters hired from a company authorised and in accordance with the regulations made by the Department for Transport. A new order is required as the e-scooter trial has been further

extended. **For queries or comments regarding the trial, please email escootertrial@westofengland-ca.gov.uk.**

- A432 bridge closure to pedestrians and cyclists from 7th March 2025 – Alternative route: via Down Road, Bury Hill and Church Lane.
- A432 bridge demolition and M4 junction 18 – 19 closure - Friday 21st March to 6am Monday 24th March.
- Schedule of spring 2025 verge cleansing activities in and around Westerleigh village – by email

Other received items

- Avon & Somerset Boyd Valley Neighbourhood Policing - Westerleigh Update (Feb 2025)
- WERN (West of England Rural Network) Rural Voices - helping rural communities in the West of England be even stronger - community survey <https://www.surveymonkey.com/r/V65MG52> Deadline 27th March 2025

22. To NOTE items considered urgent by the Chairman

23. 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 APPROVE staffing recommendations (as per attached confidential report - *circulated*) in relation to planned retirement of the RFO

24. Dates of future Parish Council meetings

April 7 th	Finance & General Purposes Committee	7pm	Manor Hall, Red Brick Annexe
April 14 th	Full Council meeting	7pm	Mafeking Hall, Serridge Lane, Coalpit Heath BS36 2UF

ANNUAL PARISH MEETING Monday 28th April 6.30pm @ Manor Hall, Newman Room

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