

An ORDINARY MEETING of the PARISH COUNCIL will be held on **Monday 14th October at 7.00pm** 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)

9th October 2024

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 OCTOBER 2024

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 9th September 2024.
4. To RECEIVE reports from South Gloucestershire Councillors on matters relating to the Parish

Westerleigh & Coalpit Heath Parish Council – District Councillors' Report

Monday 7th October 2024

Details of Car Parking Charges Announced

Following consideration of a wide range of options to implement a scheme of charging for parking in council-owned car parks South Gloucestershire Council has begun publishing further details of how the scheme will operate. The proposals are currently being shared and discussed with local stakeholders, including Town and Parish Councils and Chambers of Commerce, in the areas where car park charging would be introduced. The scheme is expected to go live in Spring 2025.

Key features include:

- At least 10% of spaces in short stay car parks where charging will be introduced will remain free for 30-minute stays. This will help ensure turnover and easy access for more drivers making short trips to local shops.
- Short-stay parking will be charged at only 70 pence for the first hour. Other rates will apply to long stay, train station and Park and Ride car parks.
- A validation system is proposed for some car parks (e.g. those that have primarily and historically served health facilities) so patients visiting a GP will not be charged.
- In the council's long stay parking spaces, season tickets will be introduced so local traders, businesses and workers are able to pay for their parking in advance.
- Disabled Badge Holders will be able to park for free in designated disabled bays for up to 4 hours in the council's short and long stay car parks.

Payments for parking will be cashless. Payments will be able to be made using the paperless pay and stay machines on site, using a debit or credit card or contactless, or by using the MiPermit app. Users will also be able to pay without the need for a smartphone as MiPermit allows payments to be made by phone call or text message. The scheme will not use cash as the cost of introducing and operating a cash handling and management system for the car parks would cost around £40,000 per year.

Current modelling for the scheme suggests it will generate an annual income of more than £800,000. This income will be essential in reducing the pressure to cut funding to other vital council services. It delivers on savings targets inherited from previous annual budgets. Introducing parking charges will help protect services that residents value.

Charges will apply between 8 a.m. and 6 p.m. Mondays to Saturdays, with parking remaining free on Sundays and Bank Holidays, excluding Park and Ride and train station car parks.

While there are discussions currently underway with local councils and other stakeholders, the council is sharing outline plans with residents now, ahead of the formal processes that will need to be followed to implement the final scheme.

Not all council-owned car parks will have charging introduced. Detailed analysis showed some of the very smallest and some Park & Ride facilities would be unlikely to ever break even against the cost of installing charging facilities. Furthermore, charging for the latter would contradict policies to encourage more use of public transport.

The council will monitor any displacement parking on roads surrounding council owned car parks. It will work with residents should this occur to develop practical measures to counter it. This could include the introduction of resident parking schemes if there is proven local need and demand.

Implementation of the scheme will require changes to the council's existing Off Street Parking Places Order (OSPPO), which will be published later this year.

Further information can be found at www.southglos.gov.uk/parking-charges-faqs.

Weekend Closure of M4

National Highways is warning road users that the M4 north of Bristol will be closed for a full weekend in October as part of the work on the A432 Badminton Road Bridge. The M4 will be closed in both directions between junctions 18 and 19 from **7 p.m. Friday 18th October to 6 a.m. Monday 21st October** while National Highways dig a trench under the motorway. This will allow utilities to be diverted that are currently within the bridge before the structure is demolished next year.

With 3,000 to 4,000 vehicles using this section of the M4 every hour over peak weekend periods the closure is likely to cause substantial disruption, and drivers are advised, where possible, to avoid the area and plan journeys for alternative times.

National Highways route manager Sean Walsh said: "This is one of the busiest sections of motorway in the South West which is why we are giving drivers as much notice as possible so they're able to plan their journeys well in advance. We carefully plan our schemes to limit any inconvenience, but sometimes it's not possible to carry out the work that's needed without a closure. Our message for anyone who plans to travel on the M4 around Bristol is to avoid the area if you can – if that's not possible, allow yourself plenty of extra time to complete your journey via our signed diversion routes and expect delays."

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 September 2024 payments made in accordance with FR 6.9
7. To NOTE end of September 2024 Financial documents: Bank Statements & Reconciliations, list of receipts
8. To NOTE receipt of second PRECEPT payment from SGC for the amount of £48985
9. To consider and APPROVE any Grant Applications including:
 - (i) Westerleigh Village Hall – Gates £1225
 - (ii) WWH Warm & Well project Jan/Feb 2025 - £150

10. To APPOINT an additional member to the Finance & General Purposes Committee (and Environment & Leisure Committee)

Finance & General Purposes Committee	JL (Chair), RM, TC, KK	Chair (ex officio) + 4 - one member required
Environment & Leisure Committee	RM, CG, PK	Chair (ex officio) + 4 - at least one member required

11. To RECEIVE information and take a DECISION on any other finance matters including
(i) Pre-approval or information relating to any new budget items for F & GP meeting
(ii) Materials to repair surface water flooding damage at Bitterwell Lake (sustained 08/10/2024)
12. To RECEIVE an update on issues at Bitterwell Lake Chalet and take a DECISION on required action
(i) Render project including possible help for tenants during works (w/c 28th Oct 2024)
(ii) Replacement of shower enclosure
13. To NOTE date of next Finance Committee Meeting Monday October 28th

14. **PLANNING**

- a) To NOTE planning comments submitted since last meeting
b) To NOTE planning decisions made by South Gloucestershire Council since last meeting
c) To discuss and COMMENT on any necessary Planning Applications or other Planning Matters:
(i) [P24/02105/F](#) Carry out structural repairs to roof, reroof including installation of 4no. rooflights and convert roof spaces to rooms, installation of staircase to provide access to new rooms (resubmission of P24/00749/F). Ye Olde Inne Westerleigh Road Westerleigh South Gloucestershire BS37 8QP
(ii) [P24/02085/LB](#) Carry out structural repairs to roof, reroof including installation of 4No rooflights and convert roof spaces to rooms, installation of staircase to provide access to new rooms (resubmission of : P24/00744/LB) Ye Olde Inne Westerleigh Road Westerleigh South Gloucestershire BS37 8QP
(iii) [P24/02179/HH](#) Erection of front porch. 43 Park Lane Winterbourne South Gloucestershire BS36 1AT
(iv) [P24/02247/HH](#) Erection of single storey side extension to form additional living accommodation. 254 Badminton Road Coalpit Heath South Gloucestershire BS36 2QW
(v) [P24/02266/HH](#) Erection of single storey rear extension to provide additional living accommodation. 242 Badminton Road Coalpit Heath South Gloucestershire BS36 2QH
(vi) [P24/02280/RVC](#) Variation of condition 2 (approved plans) attached to planning consent P23/03226/F - Demolition of existing dwelling. Erection of 1no. dwelling with associated works. The Old Stables Boxhedge Farm Lane Coalpit Heath South Gloucestershire BS36 2UW
15. To take a DECISION on whether to review all planning applications in meetings OR to reinstate the delegated process for commenting on planning applications (planned review)
16. To RECEIVE Parish Councillor Reports – written submissions, taken as read with questions taken as necessary
(i) To RECEIVE Notes from 27th September 2024 meeting with reps from Yate TC, Westerleigh & Coalpit Heath PC and Dodington PC re Mousewell Farm Solar Project (attended by the Clerk)

ITEMS REQUIRING A RESOLUTION

17. To discuss matters and take a DECISION on required actions arising from A432 Badminton Rd bridge closure:
 - (i) Update on parking issues on Henfield Road – NOTE response from Manor Primary School governors re request to open school car park for football hirers, SGC white keep clear lines
 - (ii) Recent surface water flooding (late Sept/ early Oct) on Henfield Road and traffic impact on Ram Hill
 - (iii) Ongoing speeding on Ram Hill
18. To nominate two representatives to lay Remembrance wreaths at St Saviours Church & Westerleigh Triangle (Sunday 10th November 2024)
19. To RECEIVE information from Clerk regarding ongoing matters and take a DECISION on required action
 - (i) Bleed kits – Westerleigh familiarisation session, Tues 19th November 7 – 8.30pm, Westerleigh Village Hall
 - (ii) Blackberry Park - Parisis Path signage
20. To discuss any required CONSULTATIONS and COMMENT as necessary:
NONE

ITEMS TO NOTE

21. To NOTE progress/ outcomes of South Gloucestershire Highways review re speeding in Westerleigh (from Shorthill Road to the Nibley Lane junction), expected to commence w/b 7th October 2024
22. Correspondence/Communication with Westerleigh & Coalpit Heath Parish Council:

From South Gloucestershire Council:
- [Town and Country Planning Act 1990 - Section 257 South Gloucestershire Council \(Footpath LWE 63 \(Part\) at Westerleigh Hill, Westerleigh\) Public Path Diversion Order 2024](#) (consultation deadline 11th Oct 2024)

Other received items
-11.09.24 Westerleigh United Charities – notice of death of trustee. Appointment of new trustee.
-12.09.24 Brightwell Centre – update & thank for £200 grant Apr 2024
-23.09.24 ALCA 51st AGM 5th Oct 2024 meeting papers (annual report, minutes of 50th AGM etc)
-26.09.24 M4 closure junction 18-19, both directions **7pm Friday 18 October and reopening 6am Monday 21 October** - from National Highways (overbridge works)
-30.09.2024 PT.8085 North Road, Yate - Temporary Road Closure 4 November 2024 for one day
- 01.10.24 ALCA In-Short October 2024
23. To NOTE items considered urgent by the Chairman
24. To CONSIDER any exempt items including:
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.

- Staffing matters (if applicable)
25. Dates of future Parish council meetings

October 28th Finance & General Purposes Committee meeting 7pm Manor Hall, Red Brick Annexe

November 11th Full Council Meeting 7pm Manor Hall, Newman Room

December 2nd Environment & Leisure Committee meeting

7pm Manor Hall, Red Brick Annexe

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