

An ORDINARY MEETING of the PARISH COUNCIL will be held on **Monday 21st July at 7.00pm** at Manor Hall, Newman Room and the following business will be transacted. All Councillors are summoned to attend.

Rachel Davis

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

16th July 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.

DRAFT AGENDA –WESTERLEIGH & COALPIT HEATH PARISH COUNCIL MEETING 21st July 2025

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 June 2025
4. To NOTE draft [Minutes](#) of the Finance & General Purposes Committee meeting held on 7th July 2025
5. To RECEIVE reports from South Gloucestershire Councillors on matters relating to the Parish
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)

FINANCE

7. To APPROVE June 2025 payments made in accordance with FR 6.9
8. To NOTE end of June 2025 Financial documents: Statements & Reconciliations, receipts
9. To consider and APPROVE any Grant Applications including:
 - (i) Yate & District Heritage Centre (Yate Town Council) - £300 (£50 per workshop, x6 workshops)
 - (ii) Reallocate £57.91 unspent grant from the Westerleigh Fun Day (£900 approve 10th March 2025 min 3952) to the St James the Great Church pipe organ repair fund.
10. To APPROVE recommendations from F&GP Committee 7th July 2025
 - (i) To APPROVE switch to Unity Trust Bank current account and bank mandate (min 496)
 - (ii) To CONFIRM bank mandates for Redwood 35 Day Notice Savings Account and Unity Trust Instant Access Savings Account (min 497)
 - (iii) To APPROVE draft [Asset Register Policy](#) (min 499)
 - (iv) To APPROVE draft [Reserves Policy and additional earmarked reserves](#) (min 500)
 - (v) To APPROVE revised [Investment Policy/ Strategy](#) (min 501 i)
 - (vi) To APPROVE location of funds with reference to Investment Policy/ Strategy (min 501 ii)

- (vii) To APPROVE third savings account provider (options to be considered at the meeting), related bank mandate and transfer of £49,507.61 from NatWest Reserve account (Deferred to Sept)

11. To APPROVE revised Asset Register (updated in line with Asset Register Policy)

12. PLANNING

- a) To NOTE planning comments submitted since last meeting
None
- 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) [P25/01507/HH](#) Erection of single storey front extension and two storey side extension to form additional living accommodation. Erection of front porch. 19 Church Road Frampton Cotterell South Gloucestershire BS36 2NJ
- (ii) [P24/02941/O](#) Erection of up to 90 no. dwellings, creation of access, open space, infrastructure and associated works (Outline) with access to be determined, all other matters reserved. Land East Of Park Lane Frampton Cotterell South Gloucestershire [RECONSULTATION]
- (iii) [P25/01446/RVC](#) Variation of conditions 4 & 9 of P22/03920/F (Erection of Battery Energy Storage Site, substation compound with associated infrastructure, fencing, drainage and landscaping) Says Court Farm Badminton Road Coalpit Heath South Gloucestershire BS36 2NY
- (iv) [P25/01613/F](#) Erection of two storey extension to existing sales/storage building, with associated works. Pearce Brothers Mobility Services LLP 2 Stover Road Yate South Gloucestershire BS37 5JN
- (v) Pre-application consultation - Land east of Roundways, pre-application consultation on proposals for 450 dwellings, green space, land for primary school, local centre
<https://bloorcoalpit.co.uk/>

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

ITEMS REQUIRING A RESOLUTION

14. To discuss matters and take a DECISION on required actions arising from A432 Badminton Rd bridge closure
- (i) To APPROVE draft highways scheme request to South Gloucestershire Highways to permanently close Coalsack Lane and a section of Ruffet Rd to vehicles
15. To note progress with the South Gloucestershire Council A432 active travel project and take a DECISION on any required actions
16. To APPROVE planning proposals for replacement storage shed at Westerleigh Playing Field
17. To APPROVE [Risk Assessment Schedule](#) (recommended by F&GP Committee 7th July 2025)
18. To APPROVE electricity tariff for Bitterwell Lake aerator (from 24th August 2025) from comparison quotes
19. To NOTE update from ALCA on upcoming remote meetings and proxy voting legislation and take a DECISION on any required preparatory actions
20. To NOTE update from ALCA on new assertion 10 requirements on AGAR Governance & Accountability Statement and take a DECISION on any required action

21. To discuss any required CONSULTATIONS and COMMENT as necessary:
(i) [L125/4769/PREMIS](#) Licensing application Coalpit Heath Cricket Club – deadline 29th July 2025

ITEMS TO NOTE

22. To NOTE progress of South Gloucestershire Highways review re speeding in Westerleigh (from Shorthill Road to the Nibley Lane junction)
23. To NOTE progress with rectification works following utility works at Pansy Vale (Feb 2025)
24. To NOTE information relating to Bitterwell Lake closure 23rd-24th June 2025 due to low oxygen levels, action taken and future actions required
25. To NOTE progress with E&L projects
(i) Installation of Newman's Field new wooden play equipment complete.
26. Correspondence/Communication with Westerleigh & Coalpit Heath Parish Council: From South Gloucestershire Council:
- Overnight road closure - B4465 Westerleigh Road from Westerleigh Road to The M4 Overbridge, (18/07/2025 – 29/07/2025 (8PM -6AM))
- Temporary Road Closure - Badminton Road, Winterbourne from its junction with Cuckoo Lane to its junction with Down Road. (17/07/2025 FOR 5 DAYS) The above restriction is necessary due to active travel CRSTS.
- Temporary Road Closure - Woodside Road, Coalpit Heath, 6th August 2025

Other received items

ALCA June In Short
ALCA July In Short

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.
29. Dates of future Parish Council meetings

September 8 th Full Council meeting	7pm Westerleigh Village Hall
October 13 th Full Council meeting	7pm Manor Hall, Newman Room

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