

AN ORDINARY MEETING of the PARISH COUNCIL will be held on **Monday 13th November 2023 at 7.00pm** at the **Manor Hall, Coalpit Heath (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)

6th November 2023

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.

AGENDA – WESTERLEIGH & COALPIT HEATH PARISH COUNCIL NOVEMBER 2023

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 Oct 2023
4. To RECEIVE reports from South Gloucestershire Councillors on matters relating to the Parish

Westerleigh & Coalpit Heath Parish Council – District Councillors' Report **Monday 13th November 2023**

Local Plan Phase 3 Consultation Document Published

South Gloucestershire Council has published its draft Local Plan Phase 3 consultation document ahead of a Cabinet meeting on Monday 13th November. The council will be asking for feedback from residents before final decisions are made on its content. If the proposals to Cabinet are approved this final phase of public consultation would commence on Monday 4th December and close at the end of January. It is vital that residents, town/parish councils and community groups use this opportunity to register their views, support those parts of the plan they feel are correct, and suggest where the final plan can be improved.

The draft plan sets out how South Gloucestershire could meet its expected housing demand without embarking on large-scale building projects to create entirely new freestanding communities in the countryside. Development should instead be focussed on the urban fringe and, where appropriate, to have small schemes in rural communities. And where necessary, improvements will need to be made to existing services for new and existing residents.

The updated Local Plan Delivery Programme timetable envisages that the final draft of Local Plan will be submitted to the Secretary of State for Levelling Up, Housing & Communities in October 2024. It will, following a public examination at the start of 2025, ultimately be assessed by the Planning Inspectorate to ensure it meets its legal requirements. Following the publication of the Inspector's Report the aim would be for the council to formally adopt the Local Plan in the Autumn of 2025.

Alongside the updated draft Local Plan, new policies on a range of issues managed through the council's planning process are also being published. These include draft policies on:

- Providing space for renewable energy generation
- Supporting the council's commitment to net zero covering: renewable and low carbon energy systems, climate change mitigation, adaptation and resilience, embodied carbon, energy management in new development, community energy
- Provision for Gypsy/Traveller and Travelling Showpeople communities
- Affordable Homes policy
- Economy and jobs policy
- Town centres policy

The draft consultation document can be found at

<https://council.southglos.gov.uk/documents/s149021/Appendix%20A%20-%20New%20Local%20Plan%20-%20Phase%203.pdf>

Consultations

Savings agreed in last year's budget include reductions in spending on the authority's library services. A consultation has now launched to ask for residents' views on how they might be implemented to minimise the impact on users and maintain the widest possible service. The budget requires an annual saving of £473,000 in spending on libraries, as costs continue to rise and government funding continues to fall in real terms. None of the options include the closure of any libraries; residents are invited to suggest where changes to opening hours, for example, would have the least and most impact.

Overall, in order to meet the savings target, the proposals would reduce staffed library opening hours from 351 to 285, a reduction of 19 per cent, with more hours covered by Open Access. They also include:

- Removing staffed access over lunch time in eight of the 12 libraries: Cadbury Heath, Downend, Filton, Hanham, Kingswood, Patchway, Staple Hill, Winterbourne
- Staffed hours ending in all libraries at 5.00pm
- A further one day reduction in staffed access at three libraries: Cadbury Heath, Patchway and Winterbourne.

More information can be found at <https://consultations.southglos.gov.uk/librarysavings/>. The consultation closes on 10th January.

As South Gloucestershire Council's waste and recycling collection contract with Suez is due to expire in 2025 it is consulting residents about the future provision of these services in the authority. The council is also proposing some changes to these services to address inflationary pressure on its budget. The purpose of these changes is to:

- Make it easier for people to recycle more,
- Reduce the carbon footprint of waste in South Gloucestershire, and
- Reduce our costs, so that our funding covers the cost of delivering the service.

Over the next three years the council wants to roll out a weekly collection of flexible plastics for recycling to all households with a kerbside collection and introduce further measures which make it easier for residents to recycle more of what they currently throw away. If recycling rates increase the council intends to consider how often non-recyclable waste is collected (looking at options for a three or four weekly collection).

More information can be found at https://consultations.southglos.gov.uk/waste_less/. The consultation closes on 7th January.

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 October payments (made in accordance with FR 5.2).
7. To NOTE receipt of October Financial documents: bank statements, receipts lists, Bank Reconciliation
8. To NOTE receipt of the [Minutes](#) of the Finance & General Purposes meeting 17th October 2023 and understanding of information contained therein
9. To NOTE finance related correspondence
 - (i) 2023/24 pay award
10. To discuss and APPROVE as far as is possible V2 of the 2024-2025 Draft Budget
11. To discuss (and APPROVE if possible) the 2024/25 PRECEPT
12. To RECEIVE any other report from the RFO
13. To APPROVE amendments to [Financial Regulations](#) following staff role changes

14. To consider and APPROVE funding or grant applications
 - (i) Westerleigh Neighbourhood Watch application for new defibrillator battery (Ye Olde Inne Westerleigh) - £ £112.79 (approved by email)
 - (ii) Increase previously approved grant of £7179.19 (min 3460) to Cotswold Edge District Scout Council for Mafeking Hall equipment, to cover increased costs – new grant £7376.87
15. **GENERAL POWER OF COMPETENCE**
 - (i) To CONFIRM that the Council meets the eligibility criteria to exercise the General Power of Competence, as defined in the Localism Act 2011 and the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012
 - (ii) To RESOLVE to adopt the power
16. **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) [P23/02926/F](#) | Erection of 1 no. self-build dwelling with detached garage and other associated works. | Self Build Plot 8 Blackberry Park Coalpit Heath Bristol South Gloucestershire BS36 1AT
 - (ii) Application on SGC circulated schedule 02/11 - [P23/02252/F](#) | Erection of 1no outbuilding to provide ancillary accommodation and siting of 2no additional static caravans with associated vehicles and storage of up to 5no touring caravans. | Henfield Paddock Henfield Road Coalpit Heath South Gloucestershire BS36 2UJ
17. To RECEIVE Parish Councillor Reports – written submissions, taken as read with questions taken as necessary
- ITEMS REQUIRING A RESOLUTION**
18. To discuss and take a DECISION on request from South Gloucestershire Council to adopt part of the Kendleshire triangle as highway (to accommodate a proposed two-way cycle track with separate footway)
19. To discuss matters and take a DECISION on required actions arising from A432 Badminton Rd bridge closure:
 - (i) Speeding in Westerleigh
 - (ii) Speeding in Coalpit Heath – Badminton Rd, Henfield Rd, Ram Hill
20. To discuss matters and take a DECISION on required actions arising from parking issues on Henfield Road
21. To consider provision of lamp post speeding signs – Park Lane- and take a DECISION on required action
22. To RECEIVE tree condition reports for Westerleigh Playing Field and Ivory Hill Wood. NOTE actions taken and take a DECISION on works to Westerleigh Playing Field ash tree
23. To RECEIVE additional information in relation to quotation for Bitterwell Lake outflow works and take a DECISION on required action
24. To RECEIVE information from Clerk regarding ongoing matters and take a DECISION on required action
 - (i) Repairs to the Pound, Westerleigh
 - (ii) Mowing Pansy Vale, Westerleigh
 - (iii) Mafeking Hall
25. To RECEIVE an update on issues at Bitterwell Lake Chalet and take a DECISION on required action
 - (i) Rat problem
 - (ii) Render issue
 - (iii) Annual gas safety inspection and landlord inspection – request to connect/ provide outside tap
26. To discuss any required CONSULTATIONS and COMMENT as necessary:
 - (i) South Gloucestershire Local Plan Consultation – [SGC Cabinet paper Nov 2023](#)
 - (ii) [South Gloucestershire Council Budget 2024](#) (<https://sgbudget2024.commonplace.is/>)
Open from 16 Oct 2023 to 08 Dec 2023

ITEMS TO NOTE

27. Correspondence/Communication with Westerleigh & Coalpit Heath Parish Council:
From South Gloucestershire Council:
PT.7780 Tubbs Bottom and Mays Hill, Coalpit Heath - Temporary Road Closure (27 November 2023 for three weeks)
PT.7810 Bell Road, Coalpit Heath - Temporary Road Closure (27 November 2023 for 5 days)
PT.7808 Besom Lane, Westerleigh (No.2) - Temporary Road Closure (14 December 2023 for one day)
Member Awarded Funding and Area Wide Grants from 2024/25– email 26/10
Frome Valley Community Engagement Forum (CEF) is on Wednesday 22 November at 7pm
Other received items
Draft minutes of ALCA AGM 5th Oct 2023
28. To NOTE items considered urgent by the Chairman
29. To CONSIDER any exempt items
30. Dates of future Parish council meetings
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| Mon 11 th December | Full Council | Westerleigh Village Hall |
| Mon 8 th January | Full Council | Manor Hall, Newman Room |
| Mon 15 th January | Environment & Leisure Committee | Red Brick Annex, Manor Hall |