

# MINUTES OF Westerleigh Parish Council FULL PARISH COUNCIL MEETING

## 7pm Monday February 13<sup>th</sup> 2023 Manor Hall

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Present: Cllr R McCullough (Chair) Cllr Clark Cllr Goddard Cllr Kelliher Cllr Taylor  
Clerk: S Simmons Deputy Clerk: R Davis  
There were no members of public present.

### 3351. Welcome & Introduction

Cllr McCullough welcomed everyone to the February Parish Council meeting.

### 3352. Apologies for absence

Received from Councillors Ben Stokes, Stephen Reade, Claire Young, Jon Lean and Adam Hill

### 3353. Declarations of Interest under the Localism Act 2011 relating to this meeting

Cllr Clark reiterated his standing DoI as a member of one of the SGC Planning Committees

### 3354. Reports from Councillors on matters relating to the Parish

#### **Tackling Violence Against Women and Girls**

Council, working in conjunction with the Safer and Stronger Communities Strategic Partnership, have launched two surveys to find out more about women and girls' safety in and to understand what local people and organisations think about tackling violence against women and girls in our area.

The two surveys are for:

- Residents of . In particular they want to hear from women and girls but the survey is open to all residents – [www.southglos.gov.uk/womens-safety-survey-residents](http://www.southglos.gov.uk/womens-safety-survey-residents)
- Professionals, organisations, partners and those working with women and girls – [www.southglos.gov.uk/womens-safety-survey-organisations](http://www.southglos.gov.uk/womens-safety-survey-organisations)

#### **Community Engagement Forum Combined Pilot Meeting**

On Tuesday 28<sup>th</sup> February at 7 p.m. Council will be running an online pilot Combined Community Engagement Forum (CEF) meeting. It will cover 4 existing CEF areas – Boyd Valley, Cotswold Edge, Frome Valley & Yate. The agenda has yet to be published and it remains to be seen how well the meeting will function. The area is currently represented by 17 district councillors (in 8 unitary wards) and by 25 civil parishes (2 towns, 21 entire parishes and portions of 2 further parishes).

#### **Greenprint Project**

Council, working with West Sussex County Council and partners, has been given the green light to move forward with a new joint project 'Greenprint', which aims to explore how plant material mowed from our roadsides can be used for bio fuels and road materials. The councils will be working with partners including Plantlife International, research and highways sector partners, and the project will launch later this year.

Funded by the Department for Transport (DfT), Live Labs 2 is a three-year national innovation programme developed by The Association of Directors of Environment, Economy, Planning & Transport (ADEPT) to achieve zero carbon local roads and highways across the UK. Greenprint will receive a £4.7 million share of the £30 million funding. The project will see a 'green carbon laboratory' examining the role that highways 'green' assets such as grass mowed from roadside verges can play in providing a source of materials and fuels to decarbonise highway operations, for example, using biomass from green waste to create alternative fuels and asphalt additives.

#### **Future of Station Road and the A432 Multi Modal Project**

After Council's inadequate handling of previous transport schemes officers are now asking residents for their views on the future of travel along Station Road in Yate. Residents can join one of their drop-in sessions at Yate Parish Hall on Station Road on Thursday 23<sup>rd</sup> February at Yate Parish Hall (12 – 2 p.m. or 6 – 8 p.m.). Further information can be found at <https://beta.southglos.gov.uk/station-road-yate>.

Any future changes will be part of the 'A432 Multi Modal Corridor Project' that is looking to improve the A432 between Yate and the Wick Wick roundabout for cyclists, drivers and public transport. Cllr Clark submitted a written question to the West of England Combined Authority meeting on Friday 27<sup>th</sup> January asking whether officers were confident that the phases through Coalpit Heath and Kendleshire could be delivered according to the revised timetable from the outline business case (there has already been a 6 month delay). The West of England

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Mayor Dan Norris explained that the full business case was due for submission in January 2024 but that further public consultations are due to begin soon; officers would continue to monitor delivery throughout.

3355. Pre-arranged items from members of Public

None

3356. PLANNING:

- (a) Council to NOTE comments submitted since last meeting – See Appendix 1
- (b) Council to NOTE planning decisions made by SGC since last meeting – See Appendix 2
- (c) Council to discuss/comment on any necessary Planning Applications or other Planning Matters including:
  - (i) P23/00225/HH Erection of first floor side extension to form additional living accommodation. 2 Wayleaze Coalpit Heath BS36 2PL

After discussion - Westerleigh Parish Council had no objection to this application.

3357. Parish Councillor Reports – written submissions, taken as read with questions taken as necessary

Report from Cllr Clark on Questions posed to WECA Metro Mayor

See item 6 on <https://www.westerleighparishcouncil.org.uk/wp-content/uploads/2020/05/Supplement-Questions-and-Mayors-Responses-27012023-1300-WECA-Committee-Meeting.pdf>

The questions & answers were:

**Councillor Tristan Clark, Frampton Cotterell,**

Question 1

**Phase 5 of the Yate Spur** After years of campaigning by Cllr Claire Young for the completion of the Yate Spur it is good news that progress is finally being made. The Business Case Assessment Summary for Phases 5 and 6 states that **“there is potential for the scheme to achieve a substantially higher Value for Money if the predicted uplift in cycle demand is higher than assumed in the core scenario”**. For this potential to be realised, however, the Yate Spur must be suitable for experienced and inexperienced cyclists alike. The Westerleigh Rd – Nibley Lane junction gets exceedingly busy during the morning and evening rush hour. At the public consultation phase Westerleigh Parish Council suggested the need for some form of light controlled crossing at this junction to allow the cycle route to be used by cyclists of all abilities. Have officers examined this possibility whilst working on the Full Business Case?

**Response from Mayor Dan Norris:** As designs are still in process and going through the technical assurance process, it is not possible to confirm immediately whether this is appropriate. Officers at the West of England Combined Authority will raise this with the project team for discussion and ensure the Councillor is updated.

Question 2

**A432 Multi Modal Corridor** - The current work on the A432 Multi Modal Corridor, installing raised cycle lanes between Nibley and Ox Bridge, has been significantly delayed and required remedial work as the curbs are difficult to differentiate from the road surface at night and in wet weather.

This has caused significant disruption to road users. The Full Business Case for the next stages of the project has now been delayed by 6 months. The sections going through Coalpit Heath and the Kendleshire junction will be exceptionally challenging from an engineering perspective and it is not yet clear whether the underlying problems can be successfully solved. Are officers confident that the revised delivery milestones will be achievable?

**Response from Mayor Dan Norris:** The project faced technical process delays through the funding cycle. These were predominately through assuring the case for investment. This process took longer than expected impacting on the milestones described in the business case submission.

Actions were taken to avoid this type of incident reoccurring on projects of this value in the future

- The 3 stage project development life-cycle has been curtailed to one single stage, Final Business Case, and
- July 2022 Combined Authority Committee, resolved to delegate approval for those projects within the CRSTS programme that are £6m and below to the Director of Infrastructure of the Combined Authority in consultation with the Unitary Authorities Directors of Infrastructure. In the absence of unanimous agreement, the delegation reverts to the Combined Authority Chief Executive in consultation with the Unitary Authority CEO's.

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The West of England Combined Authority has interrogated Unitary Authorities delivery programme, and subject to public consultation, feel the current proposed programme is sufficiently robust. The Full Business Case for the A432 Multi-Modal Corridor is due to be completed by January 2024. Public consultation on this project will commence shortly. The West of England Combined Authority will continue to monitor the progress of this project post consultation to assess the health of the project, within the existing governance process of the region.

3358. Council to APPROVE V2 [Minutes of Parish Council meeting held on January 9th 2023](#)

The Minutes were APPROVED and duly signed by the Chair.

3359. Council to NOTE receipt of [Minutes of E & L meeting Jan 23<sup>rd</sup> 2023](#) and APPROVE decisions arising  
NOTED and APPROVED

3360. Council to NOTE receipt of Minutes of F & GP meeting Feb 2<sup>nd</sup> 2023 and APPROVE decisions arising  
NOTED and APPROVED

3361. Council to consider information from Cllr T Clark regarding Joint Parish Survey of Green Belt & Housing as discussed at [FC PC meeting Minute 2286](#) and consider the WPC position

Cllr Clark wanted to understand the position of this Parish Council on the Frampton Cotterell idea of excluding Affordable Housing from a possible joint parish survey regarding the Green Belt areas. After discussion it was concluded that this Parish Council considers the consideration of Affordable Housing a very important and crucial element of the survey. In addition, it was confirmed that this potential survey would only include the Coalpit Heath ward of this Parish as a very recent Housing Needs Survey of Westerleigh ward has been completed.

3362. Correspondence/Communication with Westerleigh Parish Council:  
From SGC:

- Planned road closures:  
PT.7524 North Road, Yate – 1 night closure after March 11<sup>th</sup> for Openreach works  
PT.7497 Ram Hill, Coalpit Heath – 2 days after 13<sup>th</sup> February for Openreach works  
PT.7508 Nibley Lane, Westerleigh (south from Badminton Road) - 1 day after 11<sup>th</sup> February for electricity pole works by National Grid
- PT.7191 - (FOOTPATH LWE39 (PART) BOX HEDGE FARM, COALPIT HEATH) PUBLIC PATH DIVERSION AND DEFINITIVE MAP AND STATEMENT MODIFICATION ORDER 2022 -ORDER CONFIRMED
- PT.5525 - (FOOTPATH BETWEEN BROAD LANE AND FROG LANE, COALPIT HEATH) DEFINITIVE MAP AND STATEMENT MODIFICATION ORDER Footpath only/no cycling.
- Frome Valley Environmental Networking meeting Tuesday 21st February 7.30pm on Teams
- CEF Meeting combined pilot trial - Boyd Valley, Cotswold Edge, Frome Valley and Yate Tuesday 28 Feb 7pm
- Town and Parish Councils and Planning Forum Pop-up meeting Monday 20th February 2023 2-3pm on Teams
- SGC Verge Management Project – Briefing Note

### Other received items

- From DLUHC: Section 137 Expenditure Limit for 23/24  
The value of £9.93 means that this PC could allocate up to £29000 to S137 expenditure in 2023/2024 A budget amount of £15000 has been set.
- Emails from resident regarding speeding on Shorthill Rd (FV225 on Investigation Schemes list) – evidence being gathered for speeding consultation.
- CPRE – Membership renewal – agreed at £60 for April 2023 renewal

13/3/23



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3363. Council to receive update on Avon Wildlife Trust activities and events 2022/2023

The Council received a report today on AWT's activities funded by this year's grant of £5500.

There are concerns over the breakdown of expenditure and cost per event and per attendee.

AWT will attend the March meeting of this Council. Councillors are asked to submit comments to the Deputy Clerk by March 3<sup>rd</sup>.

3364. Council to consider/approve quotes for work at Bitterwell to platforms and associated paths

HP Building Services have submitted quotes for the next phase of platform replacements and footpath improvements at Bitterwell Lake following their previous set of works. This will create 8 new fishing positions in the area below the top car park with the path continuing until it joins to the new path down from the car park at Newman Field end. The amount is £3350 and was APPROVED. This will come from the Says Court Farm community benefit pot.

3365. Council to consider/approve update to quote from Proludic for play equipment at Westerleigh Playing Field

The updated quote to include a straighter slide rather than a spiral was APPROVED. The equipment cost is

£21489.57. The total for all the works including the resurfacing is £37414.79. This final decision has been made after considering various quotes over the past 6 months.

It was also approved to gather quotes from local companies for the swing seat replacements and painting of frame.

3366. Council to receive reports/information from Clerk/Deputy Clerk regarding ongoing matters/required approvals.

No further reports from Clerk

Report from Deputy Clerk on Town & Parish Council Forum content

The Deputy Clerk attended the Town and Parish Council Forum meeting on 31<sup>st</sup> January 2023. Cllr Clark also attended. The following topics were discussed:

**Police and parish council relationships** - The Vice Chair of the Forum has obtained a commitment from Avon and Somerset Police that neighbourhood officers will attend one parish council meeting per year. It was acknowledged that WPC and other parish councils already have a good working relationship with neighbourhood officers. The Clerk has contacted Neighbourhood Constable Finbar Simmons to arrange a visit to a future meeting and will notify him of any concerns in advance. Recent burglaries on Blackberry Park and drugs use in the Bitterwell Lake/ Henfield Hall car park will be notified to him. In the meantime, the Lake Manager will be encouraged to report all incidents of drugs use in the area via 101.

**Parish Online** - Members received a presentation about Parish Online mapping software. SGC is considering whether it can fund/ discount access for all parish councils.

**Town and Parish Councils and Planning Forum** - The first meeting of the Forum, facilitated by discussions at the Town & Parish Council Forum, will give more opportunity for engagement with the planning departments. The first of these regular meetings will be held on 20<sup>th</sup> February 2-3pm on Teams. The format will be updates from each planning team followed by a Q&A. Planning training sessions for cllrs will be run by SGC in May /June following the local elections.

**Town and Parish Council Charter (with SGC)** - The refreshed version will be circulated to parish councils for feedback soon.

**Local elections 4<sup>th</sup> May 2023** - The new requirement for photo identification at this year's elections was flagged. It is important to raise awareness amongst voters - WPC will continue to do this in the run up via its communication channels. Voters without photo ID can apply for a postal vote or obtain documentation from SGC in advance, although it is unclear as yet, whether there will be an option to do this in person at One Stop Shops. The Deputy Clerk will check when WPC may start to use its new name - Westerleigh and Coalpit Heath Parish Council.

3367. Council to DISCUSS/APPROVE submissions for any required CONSULTATIONS

There are no consultations to discuss here but Cllrs have been sent a Consultation on the Interim Planning Inspectors decision on PT5525 above and any further comments on this footpath (no cycling) should be submitted before the deadline on 8<sup>th</sup> March 2023

3368. Council to DISCUSS/APPROVE any Grant Applications

None

3369. Items considered urgent or exempt by the Chairman

Parking issues on Henfield Road. Cllr McCullough voiced the idea of a request for white lines near the funeral directors to keep access to the traffic lights clear.

Cllr Kelliher has not heard about getting the infra-red heat loss monitor yet and any later than April will be of no use.

3370. Dates of upcoming public Parish council meetings [www.westerleighparishcouncil.org.uk/meeting-dates/](http://www.westerleighparishcouncil.org.uk/meeting-dates/)

Full Parish Council meeting

March 13<sup>th</sup> 2023 7pm Westerleigh Village Hall

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The meeting closed at 8pm

### Appendix 1 Westerleigh Parish Council planning comments submitted since the January 2023 meeting

[P23/00339/NMA](#) Non material amendment to permission [P21/06772/F](#) to change the rear window to sliding doors, omit the side door, reduce the height of the stone cladding, amend the canopy height and remove first floor rooflights. Land To The North Of 35 Park Lane Winterbourne BS36 1AT

*Westerleigh Parish Council had no objection. However, a decision was issued by SGC stating that planning permission was not required.*

[P23/00164/LB](#) Installation of 1 no. roof vent. Manor Hall House Henfield Road Coalpit Heath BS36 2TG

*Westerleigh Parish Council has no objection to this application.*

[P22/04810/F](#) Erection of 2 no. detached dwellings with new access and associated works (amendment to previously approved scheme [P21/07555/F](#)). To include room and new roof above garage and more details of highways and landscape to satisfy conditions Land Adjacent To Ashwick Westerleigh Road Westerleigh BS37 8QU

*Westerleigh Parish Council has no objection to this application.*

*However, the Council wishes to make a number of comments. Firstly, it wishes to highlight to the Planning Officer that the amended plans as submitted are not clear, open and transparent with regard to the amendments that have been made to the application. The application form contains insufficient detail to enable members of the public and other consultees to properly scrutinise the proposals.*

*Secondly, in its response to the original application (before amendments) the Council noted that, although there is no change to the nominal number of bedrooms, they are now bigger houses which may affect vehicle parking / turning arrangements. Please will the Planning Officer consider whether any changes are needed to these. This is a small road with more houses having recently been built on the opposite side.*

*Thirdly, the Council wishes to add that the moving of the approved building lines as per the amended plans, will impact on the parking provision (specifically vehicle movements being restricted by the new front building line). It will also impact the position of the entrance way, and the new rear line of the building will result in overlooking on to the original plot. Please will the Planning Officer also review these impacts.*

[P23/00092/TRE](#) Works to 1no. Quercus cerris to lift north/east side over gate entrance to 4m and to end weight reduce low branches (up to 5m) northeast side over drive by 2m leaving crown spread of 8m and height (untouched) of 15m, Works to 1no. Pinus nigra to end weight reduce low northeast branch by 1.5m and low southwest branch by 1.5m, Works to fell 1no. Fraxinus excelsior, Works to 1no. Salix babylonica to pollard to a height of 6m, Works to fell 1no. Betula pendula, Works to 1no. Betula pendula to crown reduce by 20% (1m of top and sides) to leave height of 6m and radial spread of 2.5m, Works to 1no. Salix babylonica to pollard to a height of 6m, Works to 1no. Taxus baccata to lift north side to 3m, Works to 3no. Acer campestre to reduce west side back on all 3 by 1.5m, and works to 1no Cupressus x leylandii to trim back all sides and tops of hedge covered by TPO 311 dated 12/09/1979. Meadow View Ram Hill Coalpit Heath BS36 2TX

*Westerleigh Parish Council has no objection to this application.*

[P22/07089/LB](#) Internal and external alterations to include the removal and replacement of 26 no. windows, 4 no. external doors and 3 no. rooflights. Alterations to internal layout including the demolition and erection of stud walls. Brook Farm Westerleigh Road Westerleigh BS37 8QH

*Westerleigh Parish Council has no objection to this application.*

[P22/07091/F](#) Internal and external alterations to include the removal and replacement of 26 no. windows, 4 no. external doors and 3 no. rooflights. Brook Farm Westerleigh Road Westerleigh BS37 8QH

*Westerleigh Parish Council has no objection to this application.*

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### Appendix 2 Planning decisions from SGC since 5 Jan 2023

| Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Westerleigh Parish Council Comment submitted                                                                                                      | Notice     | Decision                                        | Decision Date |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|------------|-------------------------------------------------|---------------|
| <a href="#">P22/06664/PND Prior notification of the intention to demolish the bungalow on site. Marwood 6 Bell Road Coalpit Heath South Gloucestershire BS36 2SA [ADJOINING PARISH]</a>                                                                                                                                                                                                                                                                                                                                                                                                                                            | Westerleigh Parish Council has no objection. (Delegated)                                                                                          | 24/11/2022 | Prior Approval Granted with Conditions          | 13/01/2023    |
| <a href="#">P22/06413/LB Internal and external works to include replacement of missing external stone work, installation of replacement rainwater goods, repointing of gate posts and removal of pineapple pier caps, construction of basement window well, replacement and reinstatement of windows, repairs to front and rear ac...   Mayshill Farm Mays Hill Frampton Cotterell South Gloucestershire BS36 2NS</a>                                                                                                                                                                                                              | Westerleigh Parish Council has no objection to this application. (Delegated)                                                                      | 05/12/2022 | Approve with Conditions                         | 16/01/2023    |
| <a href="#">P23/00092/TRE   Works to 1no. Quercus cerris....., Works to 1no. Pinus nigra .....Works to fell 1no. Fraxinus excelsior, Works to 1no. Salix babylonica to pollard to a height of 6m, Works to fell 1no. Betula pendula, Works to 1no. Betula pendula ..., Works to 1no. Salix babylonica ... Works to 1no. Taxus baccata to lift north side to 3m, Works to 3no. Acer campestre to reduce west side back on all 3 by 1.5m, and works to 1no Cupressus x leylandii to trim back all sides and tops of hedge covered by TPO 311 dated 12/09/1979. Meadow View Ram Hill Coalpit Heath South Gloucestershire BS36 2TX</a> | Westerleigh Parish Council has no objection to this application. (Delegated)                                                                      | 11/01/2023 | Approve with Conditions                         | 03/02/2023    |
| <a href="#">P23/00339/NMA Non material amendment to permission P21/06772/F to change the rear window to sliding doors, omit the side door, reduce the height of the stone cladding, amend the canopy height and remove first floor rooflights. Land To The North Of 35 Park Lane Winterbourne South Gloucestershire BS36 1AT</a>                                                                                                                                                                                                                                                                                                   | Westerleigh Parish Council had no objection. However, a decision was issued by SGC stating that planning permission was not required. (Delegated) | 27/01/2023 | No objection. Planning permission not required. | 08/02/2023    |

