

MINUTES OF FULL PARISH COUNCIL MEETING
7pm Monday January 9th 2023 Westerleigh Village Hall

Present: Cllr R McCullough (Chair), Cllr Lean, Cllr Clark, Cllr Goddard, Cllr Hill, Cllr Kelliher, Cllr Taylor
Parish Clerk: S Simmons **Deputy Clerk:** R Davis
District Cllr: Stephen Reade
2 members of public

3333. Welcome & Introduction

The Chair welcomed everyone to the first Parish Council meeting of 2023.

3334. Apologies for absence

Received from District Cllr Claire Young

3335. Announcement regarding the death of a previous Parish Councillor

Westerleigh Parish Council received news just after Christmas, from Clive Carey of the Death of Evelyn Elizabeth Carey, former Parish Councillor here, and resident of Westerleigh Village. Evelyn was involved in many village organisations including the WI and Residents Association. Evelyn died peacefully at Cheltenham General Hospital on the 21st December 2022 aged 83. Her funeral will be held at the Woodland Chapel at Westerleigh Crematorium on Friday 20th January 2023 at 10 am.

3336. Declarations of Interest under the Localism Act 2011 relating to this meeting

Cllr S Reade's Declaration of Interest is noted after the District Council report.

3337. Reports from South Gloucestershire Councillors on matters relating to the Parish

Bus Fare Cap Begins

Bus passengers across England are set to save on travel costs through a new £2 cap on single bus journeys from January to March 2023 under a £60 million government initiative to promote public transport across the country. The government estimates that the scheme will reduce the number of car journeys across England by 2 million thereby cutting congestion and pollution for everyone.

During the pandemic bus passenger numbers declined significantly, along with other public transport users, and figures show usage has still not returned to pre-pandemic levels. Operators representing around 90% of the bus market have expressed support for the scheme. Both First and Stagecoach have introduced the cap on the majority of their services across the West of England.

Last September First introduced a £2 cap on single journeys but this only applied within the respective Bristol and Bath Zones. In the West of England Zone, outside of Bristol and Bath, single fares were capped by the distance of the journey; up to 3 miles at £2.30, 3 – 6 miles at £3.30 and over 6 miles at £3.70. Under the current scheme those single journeys across the West of England Zone are, until the 31st of March, now also capped at £2.

There are a small number of routes that operators have excluded from this scheme. These tend to be contracted services, dedicated school services and those which only run on school days during term time. More details on those excluded services can be found at <https://www.gov.uk/guidance/2-bus-fare-cap#south-west> as well as on the bus operators' own websites.

Sewage Overflows

At the December meeting of South Gloucestershire Council Cllr Lean proposed a motion calling on the Government to grant water companies and councils powers to stop new housing developments putting additional pressure on overburdened water infrastructure. This leads, during periods of heavy rainfall, to raw sewage being discharged into our rivers.

In our meetings with Wessex Water this year, they told us it would help if the Government enacted a particular piece of legislation to stop developers from installing inadequate drainage systems, setting up problems for the future. The Conservative administration refused to agree to write to their colleagues in Government asking them to do this.

MINUTES OF FULL PARISH COUNCIL MEETING

7pm Monday January 9th 2023 Westerleigh Village Hall

We also requested the council write to Wessex Water to ensure that the River Frome and Ladden Brook are classified as high priority sites and required to demonstrate no adverse ecological impact by storm overflows by 2035. The administration also refused to do this.

Phase 2 Consultation on 2023/24 Budget Commences

The second phase of South Gloucestershire Council's 2023/24 budget consultation is now underway. An initial public consultation started on 15th October focused on the scale of the budget shortfall. That initial outline budget proposal has now been updated with greater detail and more questions for residents on the specific spending cuts and charge increases the Conservative administration are proposing. This includes increasing the green bin charge, cutting grants to community organisations (e.g. reducing Member Awarded Funding from £3k to £1k), scaling back Street Care operational and support teams, and reducing help with the council tax for those on low incomes.

This is the chance for residents to have their say on the Conservative proposals before the budget as to be formally approved by full council in February 2023. Further information can be found at <https://consultations.southglos.gov.uk/budget23/> and the closing date for comments is 15th January.

After the meeting it was clarified that IF the subject of Sewage Overflows had been discussed Cllr Steve Reade as an employee of Wessex Water was required to leave the room during the debate and take no part in the decision. He has suggested to the SGC administration that if a task and finish group is set up the Wessex Managers are invited to participate to ensure the legislative rescheme that governs the water industry is clear. However the topic was not discussed further to the report above so he was not required to leave.

There were no questions about the report above, however Cllr Clark had a further update regarding the outcome of a Planning Inspectorate Appeal:

P21/03344/F Land South of Badminton Rd, Old Sodbury - an application by Redcliffe Homes for 35 homes near Old Sodbury on a site which SGC refused partly based on being "outside the settlement boundary". The developers won the appeal based on SGC not reviewing settlement boundaries recently enough as required by the NPPF. (This site is not in the Green Belt)

This may encourage more applications until settlement boundaries are updated as part of the Local Plan process over the coming two years.

Cllr Stephen Reade will actively encourage engagement from SGC, on boundaries in Parish Councils in sensitive locations.

Cllr Stephen Reade referred to the two Consultations later in this meeting on Moving Traffic Enforcement Powers and the Clean Air Action Plan and asked for strong support of these two important topics which will empower SGC to take key actions.

3338. Pre-arranged items from members of Public
None

3339. PLANNING:

(a) Council to NOTE comments submitted since last meeting

Only 1 comment has been submitted since the December meeting:

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 access doors and installation of new internal doors, installation of replacement staircase, installation and removal of partition walls, application of lime plaster to internal walls, and installation of new flooring and repairs to existing flooring....
Mayshill Farm Mays Hill Frampton Cotterell South Gloucestershire BS36 2NS

Westerleigh Parish Council has no objection to this application.

MINUTES OF FULL PARISH COUNCIL MEETING
7pm Monday January 9th 2023 Westerleigh Village Hall

(b) Council to NOTE planning decisions made by SGC since last meeting
These can be seen at Appendix 1

(c) Council to discuss/comment on any necessary Planning Applications or other Planning Matters including:
None

3340. Parish Councillor Reports – written submissions, taken as read with questions taken as necessary
None

3341. Council to APPROVE Minutes of Parish Council meeting held on December 12th 2022
The Draft Minutes were unanimously APPROVED and signed by the Chair.

3342. Council to NOTE receipt of December 2022 payments & income documentation
Noted. The Clerk was asked if the new Unity Trust Bank account was fully working and it was confirmed it is and all funds have now been moved as per previous decisions. The list of December payments can be seen at Appendix 2.

3343. Council to note submission of 2023/2024 Precept to SGC
The Clerk reported that the S41 request for the Precept of £93640, as APPROVED at the December meeting of this Parish Council, has been submitted to SGC.

3344. Council to APPROVE Risk Management Policy, updated Risk Assessments and Health & Safety Policy
All APPROVED. The Deputy Clerk will date the policies and add them to the website. These are 'live' policies that need review and updates as situations occur or changes are made which affect them.

3345. Council to consider commemoration of the life of HM Queen Elizabeth II and/or the Coronation of King Charles III
The Clerk reported that 3 trees are being planted at Newman Field next week and it was agreed to add a plaque in memory of the late Queen. This can be discussed further at the E & L meeting on 23rd January.
The Clerk also showed a King Charles III/CR Coronation Medal priced at £2.99. The Clerk suggested giving one to each child at the two schools in the Parish. A discussion followed about children in the Parish not at those schools. Due to Data Protection the PC does not hold those details but any child not at Emmanuel School or Manor Primary School in the Parish could be given one of the Coronation medals if they approached the PC. It was decided to spend up to £1000 on these medals giving a surplus. The Clerk was given APPROVAL to place the order and the funds would be from the remaining S137 pot.

3346. Correspondence/Communication with Westerleigh Parish Council:
From SGC:
Planned road closures:
PT.7524 North Road, Yate – 1 night closure after March 11th for Openreach works
PT.7497 Ram Hill, Coalpit Heath – 2 days after 13th February for Openreach works
PT.7508 Nibley Lane, Westerleigh (south from Badminton Road) - 1 day after 11th February for electricity pole works by National Grid

3347. Council to receive any other information from Clerk/Deputy Clerk regarding ongoing matters/required approvals
Report from Parish Clerk:
Bank info
Natwest has informed me that our current account is subject to charges from March 4th 2023 due to the turnover level. Every automated payment in or out will be charged at 35p. To date this financial year we have had in the region of 260 payments and receipts in 9 months so an annual estimate would be around £125 charges.
To put in context this is less than 1 months interest from the Redwood account.

Unity Trust – it took around a month to get up and running but the Unity Trust Instant Access account is now fully operational and the full £84000 has been transferred to it from the Natwest current account. The current Parish Clerk and the Chairman have full powers on the account.

Account balances are now in line with the Investment Policy drafted ready for the F & GP Committee - sent to you as a draft and for discussion/approval at the F & GP meeting on February 2nd.

Avon Pension Fund (LGPS) – we have received the three year Actuarial Valuation and at the moment the funding by Westerleigh Parish Council is such that contributions can reduce from 15.2% to 14.6% in April 2023.

MINUTES OF FULL PARISH COUNCIL MEETING 7pm Monday January 9th 2023 Westerleigh Village Hall

The new notice board for Blackberry Park is due for delivery w/c 23rd January and our contractor will install it soon after. Cllr Hill will be asked to add each agenda to that noticeboard and to promote local community usage for events and information. It is not for commercial advertising and our policy will be placed inside the notice board. £750 was received from Barratts in December as a contribution towards the notice board.

Youth Provision in Frampton Cotterell – WPC received a request for a 13% contribution in 2023/24 (£4550) for youth provision as FCPC pay £35000 per year and they estimate 13% of attendees live in WPC homes. This will be discussed at the F & GP meeting on February 2nd.

Cybercrime Talk by Avon & Somerset Police – will take place prior to the February 13th meeting at Manor Hall starting at 6pm.

Warm Welcome – Westerleigh Village Hall is hosting two free Warm Welcome sessions on January 13th and 20th. Further information or booking enquiries can be made by contacting Cllr Goddard on cllcagoddard@gmail.com

Report from Deputy Clerk:

Westerleigh Housing Needs Survey - The Deputy Clerk wrote to South Gloucestershire Council in December to thank the officers involved in carrying out the survey during early summer 2022. It was noted that without the generous support of SGC colleagues, WPC would not have been able to carry out the survey this year without incurring considerable costs for which there was no budget. With help from councillors and Westerleigh Neighbourhood Watch the main costs incurred were staff time to develop the survey and postage. A summary of results is on the website. The council now has access to relevant up to date information when responding to applications for new housing developments in Westerleigh.

Avon Wildlife Trust events - The next Avon Wildlife Trust event will be a Winter Bird Walk from Woodside Rd on Friday 27th January 9 – 11.30 to kick off the Big Garden Bird Watch over the weekend. Councillors commented that a weekend event would have been preferable. This will be fed back to the organiser and considered when agreeing event programmes in future years. The December event was cancelled due to poor take up, so the Deputy Clerk will make contact to arrange a replacement event, ideally to tie in with the upcoming hedgehog project with Frampton Cotterell Parish Council.

Bin replacement project - 11 of the 31 parish bins in the poorest condition have been replaced with 9 new bins, reducing the total number to 29. However, capacity has actually increased as some of the replacements are double-sized bins. The work was completed in time for the switch over to South Gloucestershire Council as the council's bin emptying contractor at the start of January. This appears to have gone smoothly. Of the remaining 20 bins, 10 are in new or very good condition and 10 will be replaced during the next phase of the project. The next phase will also include identifying new locations for bins subject to SGC confirming it has capacity to empty them. Proposals and costings will be discussed and confirmed at the E&L meeting on 23rd January.

3348. Council to DISCUSS/APPROVE submissions for any required CONSULTATIONS

(i) Town and Country Planning Act 1990 - Section 257 South Gloucestershire Council (Footpath LWE39 (Part) Box Hedge Farm, Coalpit Heath) Public Path Diversion and Definitive Map and Statement Modification Order 2022
Closing date 13 Jan 2023

Westerleigh Parish Council has no objections to this modification order which formalises a permissive route that has been effective for a number of years.

(ii) Moving Traffic Enforcement Powers

SGC intend to apply for powers under Part 6 of the Traffic Management Act 2004, currently enforced by the Police, to allow enforcement of moving traffic offences such as banned turns, waiting in yellow box junctions and breaching of some weight restrictions using traffic enforcement cameras. SGC aim to encourage compliance to make our roads safer, reduce congestion and protect public assets and infrastructure. Closing date 30 Jan 2023

The Parish Council will submit that they STRONGLY SUPPORT empowering SGC with these Moving Traffic Enforcement Powers.

(iii) Clean Air Action Plan Public consultation closing date 31 Jan 2023

SGC is consulting on 30 actions designed to improve air quality, all of which are important, proposing to prioritise actions that will reduce transport emissions and emissions from domestic solid fuel burning.

MINUTES OF FULL PARISH COUNCIL MEETING

7pm Monday January 9th 2023 Westerleigh Village Hall

The Parish Council will submit that they are in support of this Clean Air Action Plan

3349. Items considered urgent or exempt by the Chairman
None

3350. Dates of upcoming public Parish council meetings www.westerleighparishcouncil.org.uk/meeting-dates/
 E & L Meeting Jan 23rd 2023 7pm, Red Brick Annexe, Manor Hall, Coalpit Heath
 Finance Committee meeting Feb 2nd 2023 7pm Red Brick Annexe, Manor Hall, Coalpit Heath
 Full Parish Council meeting Feb 13th 2023 7pm Newman Room Manor Hall Coalpit Heath

The meeting closed at 8pm

Appendix 1 SGC decisions since last meeting

Planning Number	Westerleigh Parish Council Comment submitted	Decision	Decision Date
P22/06037/HH Demolition of existing garage. Erection of two storey side and rear extension and single storey front and rear extensions to provide additional living accommodation and integral garage. 114 Rushton Drive Coalpit Heath South Gloucestershire BS36 2PJ	Westerleigh Parish Council OBJECTS to the application on the grounds that the proposed extension is substantial and the size, position and design does not appear to comply with the standards sets out in PSP 38 Development within existing residential curtilages, including extensions and dwellings and the Householder Design Guide Supplementary Planning Document.	Permit	05/01/23
P22/06521/CLP Installation of 1 no. rear dormer and 2no. front rooflights. 261 Badminton Road Coalpit Heath South Gloucestershire BS36 2NL	Westerleigh Parish Council has no objection to this application. (Delegated)	Lawful	05/01/23
P22/06531/HH Erection of a single storey rear extension to form additional living accommodation. Bella Vista Westerleigh Road Westerleigh South Gloucestershire BS37 8QH	Westerleigh Parish Council has no objection to the application. However, it wishes to make the following comments based on what is seen as a poor design to integrate with the existing house. The Parish Council requests that the planning officer checks the total increase in volume of the property, to ensure that it falls within the permitted range. Furthermore, the Parish Council requests that the proposed extension is assessed against the design guidelines set out in the Householder Design Guide Supplementary Planning Document.	Withdrawn	04/01/23
P22/06426/HH Erection of a single storey rear extension to form additional living accommodation. 178 Badminton Road Coalpit Heath South Gloucestershire BS36 2SX	Westerleigh Parish Council has no objection to this application. (Delegated)	Approve with conditions.	04/01/23
P22/02179/RM Erection of 8 no. dwellings with appearance, layout, scale and the landscaping to be determined (Approval of Reserved Matters to be read in conjunction with outline permission P19/14583/O). Jorrock Estate Westerleigh Road Westerleigh South Gloucestershire BS37 8QH	Westerleigh Parish Council objects to this application on the grounds that the planned layout does not provide sufficient turning space for vehicles entering the development including emergency vehicles, delivery vehicles and refuse vehicles. Furthermore, the current turning area which allows residents of the two existing adjacent properties to reverse out of their properties and turn before exiting on to the Westerleigh Road, will be lost as a result of the design of the new access, resulting in a potentially dangerous situation on a difficult piece of road close to a bend. In addition, unit 8 of the development shows two parking spaces, however one would be inaccessible if the other was in use.	Approve with conditions	23/12/22

MINUTES OF FULL PARISH COUNCIL MEETING
7pm Monday January 9th 2023 Westerleigh Village Hall

Planning Number	Westerleigh Parish Council Comment submitted	Decision	Decision Date
<u>P22/06282/PIP</u> Permission in principle for the erection of up to 2 no. dwellings. Bay Tree Cottage Ruffet Road Winterbourne South Gloucestershire BS36 1AN	Westerleigh Parish Council strongly objects to the application on the following grounds. The proposed development conflicts with South Gloucestershire Local Plan Core Strategy Policy CS 34 - Rural Areas - constituting inappropriate development in the Green Belt. It also conflicts with South Gloucestershire Local Plan Core Strategy Policy CS5 - Location of Development – which sets out exceptions to Green Belt policy. The proposed development falls outside a defined settlement boundary and does not constitute infill development because Kendleshire cannot be classed as a village, as the applicant contends. It is a small rural collection of homes, less than even a hamlet, with no community facilities such as a village hall, pub or church. The Parish Council supports the view of the Conservation Officer that the full design details of the proposed dwelling in the form of a full planning application are required to determine what the likely effect will be on development of the open field in the immediate setting of the grade II listed building adjacent to the southern site boundary. A full application is also required to determine the effect on any potential views of the listed building and the 19th century properties from the surrounding area. Furthermore, the Parish Council has concerns about the suitability and safety of the proposed access from Ruffet Road. This narrow lane, single width in places, is increasingly used as a rat run to Lyde Green by commuters. In addition, the proposed access to plot 2 between Bay Tree Cottage and Rose Cottage is too narrow for most vehicles and totally unsuitable. The development would negatively impact the residential amenity of Rose Cottage. These issues should be considered as part of a full planning application at least or a complete refusal given. For these reasons Westerleigh Parish council STRONGLY OBJECTS .	Withdrawn	17/12/22
<u>P22/06449/PNH</u> The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 7 metres, for which the maximum height would be 3.95 metres, and for which the height of the eaves would be 2.45 metres. 13 Beesmoor Road Coalpit Heath South Gloucestershire BS36 2RS	Westerleigh Parish Council has no objection. Note, the Parish Council has agreed to retract its previous comment submitted to the planning portal, following confirmation from the planning officer that the property has not previously been extended as per application P84/1826 (which had been attributed to this property in error).	Prior Approval Granted.	14/12/22
<u>P22/06163/F</u> Creation of opening on west elevation and installation of 1 no. roller shutter doors, installation of 2 no. safety bollards with associated works. Unit 8 Badminton Road Trading Estate Badminton Road Yate South Gloucestershire BS37 5NS	Westerleigh Parish Council has no objection to this application. (Delegated)	Approve with conditions.	01/12/22

MINUTES OF FULL PARISH COUNCIL MEETING
7pm Monday January 9th 2023 Westerleigh Village Hall

Planning Number	Westerleigh Parish Council Comment submitted	Decision	Decision Date
<u>P22/05942/PNH</u> The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 4.46 metres, for which the maximum height would be 2.9 metres, and for which the height of the eaves would be 2.9 metres. 15 South View Crescent Coalpit Heath South Gloucestershire BS36 2LW	Westerleigh Parish Council has no objection. (Delegated)	Prior approval not required	17/11/222

MINUTES OF FULL PARISH COUNCIL MEETING
7pm Monday January 9th 2023 Westerleigh Village Hall

Appendix 2 List of December payments

Date	Description	Supplier	Net	VAT	Total
01/12/2022	Bin emptying	Hands Property Maintena	472.00		472.00
01/12/2022	Microsoft licence agreeme	Absolutely PC (GoCardles	35.00	7.00	42.00
02/12/2022	Storage unit rental fee	PE King (Bristol) Ltd	68.75	13.75	82.50
09/12/2022	Grass cutting	CPS Grounds Ltd	776.29	155.26	931.55
12/12/2022	Loo hire	Andyloos	167.20	33.44	200.64
12/12/2022	Tench for Bitterwell Lake	AE Fisheries	3,000.00	600.00	3,600.00
13/12/2022	Bin installations	C R Belcher Agricultural/I	1,410.00	282.00	1,692.00
15/12/2022	Printing & copying charges	Konica Minolta	10.17	2.03	12.20
15/12/2022	Grant	Henfield Hall Managemer	1,330.00		1,330.00
21/12/2022	Clerk expenses	SWSimmons Parish Clerf	74.79		74.79
21/12/2022	Copier machine quarterly	Konica Minolta	38.67	7.73	46.40
21/12/2022	Council mobile phone	H3G (Three)	2.50	0.50	3.00
22/12/2022	Aerator at Bitterwell Lake	EON	27.88	1.39	29.27
23/12/2022	PAYE	HMRC	310.60		310.60
23/12/2022	Monthly Pension payment	Avon Pension Fund	518.59		518.59
23/12/2022	Salary				
23/12/2022	Salary				