

MINUTES OF FULL MEETING OF WESTERLEIGH PARISH COUNCIL

Monday July 11th 2022 7pm Westerleigh Village Hall

Present: Cllr McCullough (Chair) Cllr Lean (Vice Chair) Cllr Clark Cllr Goddard Cllr Kelliher
District Cllr Ben Stokes Clerk S Simmons Deputy Clerk R Davis
4 members of public

3209. Welcome & Introduction

Cllr McCullough welcomed everyone and pointed out the fire escapes.

3210. Apologies for absence

Accepted from Cllr Taylor and Cllr Hill

3211. Declarations of Interest under the Localism Act 2011 relating to this meeting

Cllr Clark declared a non-pecuniary interest in agenda item 11 (Minute 3219) as he Chairs the Frampton Cotterell PC Youth Services Committee

3212. Reports from South Gloucestershire Councillors on matters relating to the Parish

WECA Funding Granted to Complete the Yate Spur Cycleway

On Friday 1st July Cllr Young attended the West of England Combined Authority meeting in Midsomer Norton. She spoke in support of the Yate Spur Cycleway scheme and urged the committee members to support funding for it. The West of England Mayor Dan Norris and the three leaders of South Gloucestershire Council, Bath & North East Somerset Council and Bristol City Council voted to delegate to the Combined Authority Chief Exec the approval of the Outline Business Case for the scheme (an award of £688k) and development of the Full Business Case for approval next January. Once approval has been granted to the Full Business Case £5.368m will be subsequently allocated to deliver the project.

Claire also called for the committee members to consider further opportunities to expand the network of off-road cycle routes, such as the Frog Lane Colliery Dramway route. This would link Coalpit Heath to the Yate Spur. In 2020, as ward councillors, we discussed this potential route on site with Cllr Reade (the Executive Member for Regeneration, Environment & Strategic Infrastructure).

Notes on the outline business case are now available for circulation if required.

Consultations

South Gloucestershire Council's Youth Activities Offer began on 1st April 2019. It funds the delivery of centre based youth provision, open to all, across the authority. The provision is currently delivered by four lead organisations:

- **Southern Brooks Community Partnership (Lot 1 – West)**
- **Learning Partnership West (Lot 2 – East)**
- **Creative Youth Network (Lot 3 – South)**
- **Diversity Trust CIC (LBGTQ+ provision across all areas)**

These organisations also sub-contract and have developed partnerships with a wide range of local providers, including town and parish councils. The council is now preparing for the recommissioning of the youth activities offer, working towards implementing new contracts from 1st April 2024.

The first part of the recommissioning process is to consult with young people, parents and carers, providers, councillors and town and parish councils about the current partnership model of delivery and whether it still meets the needs of young people. The second part will be to use the feedback from this public consultation and an updated needs analysis to develop the contract specification and then invite tenders from potential providers.

Residents can find further information about this consultation and respond at <https://consultations.southglos.gov.uk/YAO22/>. The closing date for comments is 23rd August.

South Gloucestershire Council is developing a **new housing strategy**. Its aim is to help everyone in South Gloucestershire to access housing that meets their needs and that they can afford. It is not related to the work on the next Local Plan (which will contain the policies used to determine planning applications and set out locations for future development).

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The strategy will be used to improve the delivery of high quality housing. It will be ambitious, requiring all new housing, regeneration and retrofitting of existing homes to achieve net zero carbon by 2030. The values of the housing strategy shall be linked to the Council Plan and other relevant plans and strategies the council has adopted.

The strategy will be reviewed regularly to make sure it continues to respond to housing needs across South Gloucestershire, and reflects changes in national policy, legislation and strategy. The purpose of the strategy is to:

- inform the council's partners and residents about the housing challenges and priorities in the area
- describe the council's ambitions for the vision and high-level objectives
- focus resources and effort on agreed priorities
- highlight the importance of reducing inequalities
- maintain a strategic overview of housing development
- give strategic context for some of our housing related statutory duties

Residents can find further information about this consultation and respond at https://consultations.southglos.gov.uk/Housing_Strategy/. The closing date for comments is 1st September.

Cllr Ben Stokes reported that today's SGC Cabinet meeting recognised that the current economic situation has raised a number of issues relevant to budget setting and assumptions that were made for the coming year. The projections show a difficult time ahead which may result in adjustments to budgets and priorities. Answering a question on staffing at SGC Cllr Stokes confirmed that there is currently a 5% vacancy rate at SGC and some vacancies may not be filled in order to save on staff costs.

3213. Pre-arranged items from members of Public

Brian Hanson Anchor Society <http://www.anchor society.co.uk/> came along to introduce the Charity, and a potential new homes scheme, to the Parish Council for which he was thanked.

Anchor have acquired a small piece of land in Westerleigh directly opposite the village hall on the corner of The Quadrangle, with the hope of creating 4 one bedroom flats for over 55's which would be on a shared equity basis. – they came to introduce themselves and their intended scheme to the Parish Council.

The situation regarding the Housing Needs Survey currently being run was explained and that the Parish Council stance to the scheme would be known once the results are published.

3214. PLANNING:

3214 (a) Council to NOTE comments submitted since last meeting

Cllr McCullough read through the list of comments that have been submitted to SGC since the last meeting. They are on the Parish Council website at www.westerleighparishcouncil.org.uk/parishioners-planning/ and attached to these Minutes as Appendix 1.

3214 (b) Council to discuss/comment on any necessary Planning Applications or other Planning Matters

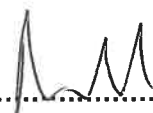
There were no applications needing discussion.

3215. Parish Councillor Reports – written submissions, taken as read with questions taken as necessary

None

3216. Council to APPROVE Minutes of Parish Council meeting held on June 13th 2022

APPROVED by all Cllrs present and signed by the Chair



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3217. To consider matters arising from E & L Committee 23.05.2022 meeting and APPROVE where relevant including:

(a) Disabled access gate at Westerleigh Playing Field;

The disabled radar key access gate was completed at WPF in June. The final cost was £620 for the gate and £820 for the installation – a total of £1440. Signage is in hand and promotion of this access point on facebook, website etc. There has been very positive feedback about the new gate and the access it provides.

(b) Defibrillator at St Saviours Church Hall;

The Clerk met with the Church Warden to look at the Hall. They are delighted that WPC are providing a defibrillator. The installation should happen in August all provided by AED (£1599). An Emergency Plan sign will also be put at the site. CPR training will be organised at the hall once the installation is complete. Project paid from CIL funds.

(c) Cost of utility checks for bin placements for Council Approval

The Deputy Clerk explained the need for below ground utilities searches for new bin sites. This is best done by SGC and costs £50 per site which will also come from the budget allocated for bin provision. This requirement was accepted and the expenditure APPROVED.

3218. Council to NOTE receipt of June 2022 payments & income documentation

NOTED with no further questions. The list of June payments is included in these Minutes as Appendix 2.

3219. Council to NOTE receipt of FACE Youth Activities report and receive/question any info from FACE representatives Dawn Young and Jenny Kay

The report was NOTED. The FACE representatives gave an overview of the way engagement took place and their summary.

The following comments came from the Council:

The pie chart "Where do you live" shows 50% of the respondents do not live within the area of interest.

FACE are requested to re-present the data for those in the relevant area only, (ie remove Winterbourne and Frampton Cotterell) with other modifications to the report that those figures illustrate.

3220. Council to receive any updates or discuss issues in relation to WESSEX WATER/Bitterwell Lake at Ram Hill

The Lake manager has submitted a claim of around £8000 for lost revenue which the Clerks helped calculate and gather his evidence for. Wessex Water have now appointed a loss adjustor to review the claim and make a recommendation.

3221. Council to receive information relating to underground water leak at The Chalet/Henfield Hall site

All the pipework has been installed we await Bristol Water new connection to split supply and install separate meters, requiring a road closure, and this work (of a couple of hours max) is planned for the second week of October WPC have paid 90% of BBM bill – further 10% on completion and full new connections.

3222. Council to receive update relating to a Housing Needs Survey for Westerleigh ward of this Parish Council

The Deputy Clerk reported that around 71 responses (22%) of surveys have been returned and there is one week to go so a request was made for anyone that can influence further completions to do so. Cllr Goddard said she has a Neighbourhood Watch meeting on 12/7 so will remind members there, and others she meets around the village. The Deputy Clerk will liaise with the SGC contact helping with this to ascertain when the survey data will be available enabling our subgroup to analyse results and form recommendations for future policy in the Parish Council.

3223. Council to NOTE information from Highways Investigation Scheme Request re Henfield Road/ Roundways Coalpit Heath waiting restrictions

White lines were added at end of June. The scheme as requested remains on the list of future

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investigations.

3224. Correspondence/Communication with Westerleigh Parish Council:

From SGC:

- South Gloucestershire Electric Vehicle (EV) Charging Strategy Pop-Up virtual meeting 12th July, 2022, 13:00 - 14:00 (Cllrs & Clerks)
- Youth Activities Offer recommissioning engagement event 30th June in Kingswood SGC Office
- Top five jobs for SGC street-cleaning and maintenance team visit in August 2022.
Several jobs were suggested to the Deputy Clerk to pass on to SGC.
- Information from Cllr S Reade regarding a Speeding scheme investigation in Shorthill Rd, Westerleigh

Other received items

- Town & Parish Council forum face to face meeting July 13th 10.30-12.30 Brook Way Activity Centre

3225. Council to receive any other information from Clerk/Deputy Clerk regarding ongoing matters/required approvals

Manor field fencing/pen installation

The PC facilitated a Public Meeting at The Miners Club on June 29th. The PC asked that the notes from the meeting at The Miners Club be updated to include - issues with the position of the pen too close to hedges to allow access around as hedges grow out; whether vehicle gate could be left unlocked at certain times to allow public use; to recognise that access is possible beneath a poorly designed gate; These notes will be posted on the PC website and will be forwarded to the School Governors and the SGC staff involved.

Additionally the Clerks have been asked to investigate the process for designating the half of the field along Henfield Rd from the Manor Hall to Badminton Road as a Village Green in order to safeguard it for future public use.

Tree cutting at Pansy Vale

The Clerk reported that Western Power need to arrange trimming of trees at Pansy Vale as several branches are affecting power lines.

3226. Council to consider/APPROVE Bristol Volunteers Quote for path at Bitterwell

A revised plan for a sloping 'zig-zag' path from the top car park to the Otter fence gate has been obtained rather than the steps initially quoted for. The quote from Bristol Conservation Volunteers is £2722.50 plus VAT. This quote was accepted and APPROVED.

3227. Council to discuss/approve submissions for any required CONSULTATIONS

SGC Housing Strategy July 1st to September 1st -

https://consultations.southglos.gov.uk/Housing_Strategy.

Cllrs aired their views and asked the Clerk to complete the survey accordingly. The main view was that the vision is good but the ability to implement the plans will prove difficult given current staffing and budgetary issues. The sustainability elements may prove useful for SGC to obtain relevant funding.

3228. Council to discuss/APPROVE any required GRANT APPLICATIONS

Green Community Travel £500 request towards new laptop – APPROVED by email process and paid on

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Bitterwell Fishery request for Winter 22/23 lake audit £895. The last audit was on Nov 5th, 2019 – almost three years ago. There was a discussion about whether elements of the Fishery should be funded by the Council or by the Fishery business. This audit is useful for the PC to understand the health of the fish and the lake and so the request was APPROVED by all present. This should come from the S137 budget. Further requests will be looked at alongside the review of the Fishery Licence fees.

3229. Items considered urgent or exempt by the Chairman

No exempt items.

The Chair mentioned that there will be power cuts in the Henfield Rd area on Wednesday this week (13/7) while Western Power carry out transformer works.

3230. Dates of upcoming public Parish council meetings

Dates can be found at www.westerleighparishcouncil.org.uk/meeting-dates/

Monday July 18th 2022 Finance & General Purposes Committee 7.30pm Red brick annex Manor Hall

Monday September 12th 2022 Full Parish Council meeting HENFIELD Hall 7pm

The meeting ended at 8.15pm

APPENDIX 1

Westerleigh Parish Council planning comments since the June 2022 meeting

[P22/03697/TRE](#) | T1 - Oak - Reduce portion of crown facing property (19 Oakwood Gardens) by 2-3 metres. Crown lift lower canopy up to 4m. Tree covered by Preservation Order SGTPO 03/97 dated 21st October 1997. | 19 Oakwood Gardens Coalpit Heath BS36 2NB

Westerleigh Parish Council has no objection to this application.

[P22/03569/TRE](#) | Works to 8 no. Oak trees as per the attached proposed schedule of works (application form) received by the Council on 27th June 2022. All trees covered by SGTPO 01/10 and dated 13/07/2010. | 10 Christy Close Frampton Cotterell BS36 2FS (Adjoining Parish)

Westerleigh Parish Council has no objection to this application.

[P22/03667/HH](#) | Demolition of existing rear porch. Erection of single storey rear extension to form additional living accommodation. | Walnut Cottage Ram Hill Coalpit Heath BS36 2TX

Westerleigh Parish Council has no objection to this application.

[P22/03472/F](#) | Installation of external cladding, replacement of roof covering, doors and windows. | Unit 1 Badminton Road Trading Estate Badminton Road Yate BS37 5NS

Westerleigh Parish Council has no objection to this application.

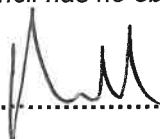
[P22/03562/CLP](#) | Erection of site perimeter security fencing and automated gates. | 500 Woodward Avenue Yate BS37 5YS

Westerleigh Parish Council has no objection to this application.

The Council notes that the application does not contain details of the proposed fencing which will need to be agreed with the planning officer.

[P22/03285/HH](#) | Erection of a single storey rear extension to form additional living accommodation. Amendment to side extension roofline. | 29 Park Lane Winterbourne BS36 1AT

Westerleigh Parish Council has no objection to this application.



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[P22/03121/TRE](#) | Works to crown lift 2 no. Oak trees to 4m. Trees covered by TPO 310 and dated 12/09/1979. | 13 Manor Close Coalpit Heath BS36 2RR

Westerleigh Parish Council has no objection to this application.

[P22/03139/HH](#) | Erection of a two storey side extension to form additional living accommodation. | Woodlands 165 Henfield Road Coalpit Heath BS36 2UH

Westerleigh Parish Council has no objection to this application.

[P22/03239/TRE](#) | Works to fell 1 no. Turkey Oak tree. Tree covered by Preservation Order 07/99 dated 14th January 1998. | Land Adjacent To 116 Badminton Road Coalpit Heath BS36 2SZ

Westerleigh Parish Council has a 50/50 split on considering this application but would like to point out that the Tree Report DOES NOT recommend felling or note any issue with this Turkey Oak. It merely asks for ivy to be removed and treated. WPC therefore hopes the Tree Officers will make the necessary decisions on this TPO protected tree.

APPENDIX 2

List of June 2022 payments

Date	Description	Supplier	Net	VAT	Total
01/06/2022	Aerator at Bitterwell Lake	EON	20.70	1.03	21.73
01/06/2022	Storage unit rental fee	PE King (Bristol) Ltd	68.75	13.75	82.50
01/06/2022	Microsoft licence agreement	Absolutely PC (GoCardless)	35.00	7.00	42.00
06/06/2022	Grass cutting	CPS Grounds Ltd	776.29	155.26	931.55
08/06/2022	Childrens activity days	Swift Sports Coaching	800.00	160.00	960.00
08/06/2022	Cllr training	ALCA	80.00		80.00
16/06/2022	Aerator at Bitterwell Lake	EON	1.52	0.08	1.60
20/06/2022	Council mobile phone	H3G (Three)	2.50	0.50	3.00
24/06/2022	PAYE	HMRC	602.71		602.71
24/06/2022	Salary	SWSimmons Parish Clerk	1,506.53		1,506.53
24/06/2022	Monthly Pension payment	Avon Pension Fund	590.81		590.81
24/06/2022	Salary	R Davis Deputy Clerk	1,091.43		1,091.43
27/06/2022	Path at Bitterwell Lake	HP Building Services	924.00	184.80	1,108.80
27/06/2022	Printing & copying charges	Konica Minolta	13.51	2.70	16.21
27/06/2022	Website new page	Mediatube	60.00	12.00	72.00
28/06/2022	Water leak and split supply works at Cl	BBM Plumbing & Heating Ltd	5,179.16	1,035.83	6,214.99
28/06/2022	Groundworks & Inspections	C R Belcher Agricultural/Maintenance Services	286.00	57.20	343.20
28/06/2022	Groundworks & Inspections	C R Belcher Agricultural/Maintenance Services	286.00	57.20	343.20
28/06/2022	Groundworks & Inspections	C R Belcher Agricultural/Maintenance Services	143.00	28.60	171.60
28/06/2022	Install new disabled kissing gate	C R Belcher Agricultural/Maintenance Services	820.00	164.00	984.00
28/06/2022	Groundworks & Inspections	C R Belcher Agricultural/Maintenance Services	200.00	40.00	240.00
28/06/2022	Memorial Bench	C R Belcher Agricultural/Maintenance Services	220.00	44.00	264.00
29/06/2022	Copier machine quarterly hire fee	Konica Minolta	38.67	7.73	46.40
Total			13,746.58	1,971.68	15,718.26



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