

MINUTES OF FULL PARISH COUNCIL MEETING
Monday 14th September 2026 at 7.15pm, Westerleigh Village Hall



MINUTES OF WESTERLEIGH & COALPIT HEATH FULL PARISH COUNCIL MEETING
Monday 14th September 2026 at 7.15pm, Westerleigh Village Hall

Present: Cllr R McCullough (chair), Cllr J Lean (also Ward Cllr), Cllr K Kelliher, Cllr T Clark (also Ward Cllr), Cllr G Williams, Cllr C Goddard, Cllr A Leney, Cllr Margetts
Ward Councillors Marilyn Palmer, Ben Stokes

Clerk: R Davis

5 members of the public.

4453. To NOTE apologies for absence

At the start of the meeting the Council observed a minute's silence to remember June Powell, a former parish councillor who passed away recently.

Cllr T Sarullo – holiday

4454. 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

Cllr T Clark advised the Council that as he is a member of the South Gloucestershire Development Management Committee, that he is still permitted to speak and vote on planning items and issues (see min 4459 c) and would only have to declare an interest if he had a pecuniary interest or an additional non-pecuniary interest. **Any contributions he makes are based upon the submitted documents available at this time and he retains an open mind should any application be subsequently referred to one of South Gloucestershire Council's planning committees for determination.**

Cllr R McCullough declared an interest in planning application [P26/01880/PNGR](#) – parent company of employer is the applicant (see min 4459 c iv).

Cllr C Goddard declared an interest in planning application [P26/01381/HH](#) – prior contact with interested parties (see min 4459 c iv).

4455. To APPROVE [Minutes](#) of Parish Council meeting held on 13th July 2026.

RESOLVED: The minutes were approved and signed by the Chair.

4456. To RECEIVE and NOTE draft [Minutes](#) of the Finance & General Purposes Committee meeting held on 27th July 2026.

Noted.

4457. To RECEIVE reports from South Gloucestershire Councillors on matters relating to the Parish
Westerleigh & Coalpit Heath Parish Council – District Councillors' Report
Monday 7th September 2026

Major Changes to the National Scheme of Delegation for Planning Applications

The Government published updated guidance on the National Scheme of Delegation on the 1st June 2026. This marks a major shift towards a more officer-led planning system, with restrictions on what type of application can be referred to planning committee. Routine and policy-compliant applications are expected to stay out of committee, councillor call-ins are curtailed, and committees are intended to focus only on genuinely significant or contentious planning applications. We provide a succinct summary below.

The intention is that committees focus on major or genuinely significant planning matters, while officers determine routine and technical cases. The changes proposed will be coming into effect on 31st October

MINUTES OF FULL PARISH COUNCIL MEETING

Monday 14th September 2026 at 7.15pm, Westerleigh Village Hall

2026 and are intended to bring greater consistency across England in respects to decision making and reducing the overall number of planning application going to planning committee.

The system creates two broad categories:

- Schedule 1 – applications that **must** be decided by planning officers in all cases
- Schedule 2 – applications that are presumed to be officer-decided, unless specific' referral tests are met **and** senior decision-makers agree they should go to committee (e.g. the Chief Planning Officer and the Chair of the relevant planning committee)

Schedule 1 applications must be decided under delegated powers to officers and cannot go to committee (except some council "own-interest" cases). Examples of Schedule 1 applications include:

- Householder applications (extensions, lofts, etc.)
- Minor commercial development
- Minor residential development (up to 9 homes on sites under 0.5 hectares)
- Reserved matters approvals (where it is not related to a phase of development in an outline planning permission)
- Discharge of conditions
- Permission in principle
- Requests to agree or modify a planning obligation that relates to a schedule 1 development
- Non-Material Amendment applications to a planning permission or permission in principle
- Certificates of lawfulness

Any of the above applications will fall into Schedule 2 if any of the following occur:

- The Local Planning Authority considers that the Schedule 1 application is for planning permission that is connected to a Schedule 2 application for Listed Building Consent or for the variation or discharge of condition to a Listed Building Consent
- An application that would be Schedule 1 but is made under s73A of the Town and Country Planning Act (retrospective planning permission)
- Any application that is made by or on behalf of a Local Authority, a member of that Local Authority or an entity owned or controlled by the Local Authority

The changes will result in a greater share of day-to-day planning applications to be handled by planning officers as opposed to being referred to planning committee. Larger or more complex applications fall into Schedule 2, but there is still a strong presumption for officer determination. A case can only go to committee if:

1. It meets at least one statutory significance test under Regulation 5(2) or is an application made by or on behalf of the Local Authority, or member or officer of that authority or an entity owned or controlled by that that authority or any of its members or officers (Regulation 6), **and**
2. a nominated planning officer and nominated committee member both agree to refer it

If they cannot agree, the application stays with officers. Committee referral should be exceptional, not routine. At least one of these tests must apply for a referral to planning committee:

- A significant planning matter in relation to the development plan or material considerations; or
- A significant economic, social, or environmental issue for the local area

The guidance says cases are unlikely to justify committee referral if they broadly comply with an adopted local plan and technical concerns (e.g., highways or flooding) have been resolved.

Each authority must designate gatekeepers to decide jointly whether eligible cases should be referred to committee. This includes a senior planning officer (typically the chief planning officer), and a nominated committee member (typically the committee chair).

Planning committees/sub-committees must have no more than 13 councillors. There are no proposed changes yet to current structure of South Gloucestershire Council's Planning Committees. There is a distinct possibility, however, that South Gloucestershire Council could revert to having two area committees with a Spatial Planning Committee above it.

MINUTES OF FULL PARISH COUNCIL MEETING
Monday 14th September 2026 at 7.15pm, Westerleigh Village Hall

Cllr Clark made additional comments in the meeting. Firstly, the above changes are likely to have a greater impact on decision-making for rural parishes as all applications up to 9 homes are on schedule 1 – officer decision only. Secondly, the weekly circulated schedule of planning application which may be referred to committee, will be paused ahead of the deadline to avoid non-eligible applications being referred to meetings after 31st October. It is likely the format will be revised once it is restarted, with two sections. Section one will list planning applications eligible for referral. Section two will list schedule 1 applications that town and parish councils have objected to, so planning officers may consider possible mitigations. Thirdly, it is likely the planning committee structure described above will be reviewed/implemented in the new year and ahead of local elections in May 2027.

Planning

The applicant (Bloor Homes) for planning application P25/02534/O, for 450 dwellings with various associated infrastructure on Land East of Coalpit Heath, has submitted an appeal to the Secretary of State for Housing, Communities & Local Government on the grounds of non-determination. The form of the appeal will be a planning inquiry and the Secretary of State will, in due course, appoint one or more Planning Inspectors to oversee the appeal.

Prior to this planning appeal South Gloucestershire Council, as the Local Planning Authority, must inform the Secretary of State what its decision would have been if an appeal had not been submitted. The council will determine what its decision would have been at an additional meeting of the Strategic Sites Delivery Committee (SSDC) on Thursday 17th September at the Kingswood Civic Centre. The meeting is scheduled to commence at 2 p.m. and will do so provided that the Development Management Committee meeting (start time 11 a.m.) that immediately precedes it does not overrun.

Ahead of the SSDC meeting on Thursday 17th September a Sites Inspection will be held on Friday 11th September (estimated start time is 10.15 a.m.). The purpose of the Sites Inspection is to allow member of committee to see the site in context, and to raise any issues they wish to see covered in the case officer's report and presentation at the SSDC meeting. Ward councillors will each have up to three minutes at the Sites Inspection to address the committee and Westerleigh & Coalpit Heath Parish Council will also have up to three minutes to address the committee. Residents will have up to three minutes in total to address the committee (N.B. that is the cumulative speaking time for residents **not** three minutes per resident).

As Cllr Clark will be substituting for a Liberal Democrat colleague at the SSDC meeting on Thursday 17th September he is likely to reserve his remarks on Friday 11th September to ensure that he does not inadvertently fetter his discretion in advance of the SSDC meeting.

A separate Sites Inspection is scheduled for Last East of Park Lane (P24/02941/O) on Friday 18th September. This is an outline planning application for up to 95 dwellings, a café/shop with various associated works on land to the south of Blackberry Park. This site is allocated for residential development within South Gloucestershire Council's draft Local Plan and the planning application has been referred directly to SSDC by officers using delegated powers. Officers are yet to confirm when the application will appear before members for determination; the application may not be included on the agenda of the next scheduled SSDC meeting (on Thursday 1st October).

Green Light on Construction of New Thornbury Health Centre

The development of a brand-new Thornbury Health Centre on the former Thornbury Hospital site has now been approved.

The health centre will provide a new home for Severn View Family Practice and Streamside Surgery, who currently occupy a shared building adjacent to the former hospital site.

£14.4m has been provided by the Department of Health and Social Care with a further £2.5m in capital funding provided by Bristol North Somerset and South Gloucestershire Integrated Care System to build the new facility. Bristol, North Somerset and South Gloucestershire ICB and South Gloucestershire Council are working together to develop the plans and deliver the new health centre.

MINUTES OF FULL PARISH COUNCIL MEETING
Monday 14th September 2026 at 7.15pm, Westerleigh Village Hall

The health centre will provide a total of 24 consulting rooms, three treatment rooms and two phlebotomy rooms (spaces where blood samples can be taken) for the two surgeries. It will include a joint reception and waiting area and office space for both GP practices, as well as Severnvalle Primary Care Network. Sirona care & health will also have office space and consulting rooms to support community services. Construction is expected to start next month with the aim to complete the development by the end of Summer 2027.

Downend Resident Prosecuted Following Dog Fouling Offences

A Downend man has been ordered to pay more than £800 after South Gloucestershire Council prosecuted him for breaching a Public Space Protection Order (PSPO) that makes it a crime to leave dog waste in public.

Mason Lupton, of Cleve Wood Road in Downend, appeared at Bristol Magistrates' Court on 3rd August where he pleaded guilty to failing to comply with the PSPO that required him to clean up his dog's waste. He was fined £266, ordered to pay costs of £450 and a victim surcharge of £106, totalling £822.

The court heard that South Gloucestershire Council first received a report of increased dog fouling along the pavement area in front of the shops on Cleve Wood Road, Downend in February 2026. Between Tuesday 10th February and Thursday 5th March, three incidents were captured on CCTV, all featuring the same dog fouling on the pavement areas outside the shop fronts.

Following a review of this CCTV footage, the council's environmental enforcement officers identified and visited an address on Cleve Wood Road to speak with the occupant Mason Lupton. Lupton confirmed that the dog captured on the footage, a small brown terrier type dog, belonged to him and his wife. He was advised that a Fixed Payment Notice (FPN) would be issued to him for breaching the PSPO, which was posted to his address on Wednesday 11th March.

No payment was received from Lupton, so officers made further visits to the property on Thursday 26th March, Tuesday 31st March and Thursday 9th April, but on each occasion there was no answer at the door. A final reminder for payment of the FPN was placed in the letterbox of the property.

Lupton failed to make any payment or make any contact with the council, so a prosecution was prepared for court. If the original FPN had been paid within the initial 10 day discounted period, the cost would have been £75.

Residents who observe littering or waste related offences are encouraged to report it by contacting the council's StreetCare helpdesk on 01454 868000, emailing streetcare@southglos.gov.uk or visiting www.southglos.gov.uk/flytipping.

Cllr M Palmer gave an update:

- Westerleigh speed cameras (see min 4472).
- Oakley Green Farm, abattoir planning application [P25/02416/F](#) – The planning officer has confirmed that additional information requested from the applicant re transportation, landscape, ecology etc is expected soon. Once received this will trigger a reconsultation. It is difficult to put a timeline on the date of a decision, as it dependent upon further consultee responses. This is normal for complex applications like this one.

Cllr B Stokes gave an update:

- Noted approval of an application for 170 homes on the brownfield former Whirlpool site in Yate.
- A planning application for two wind turbines at Leigh Farm Pucklechurch, near the M4, is expected imminently.
- Heritage Open Days run until 20th September. Various local sites in [South Glos](#) are open to the public.
- The Helping Families Thrive grant, administered by South Glos Council is accepting applications (up to 31st March 2027). Grants of £500 - £5000 are available to community groups, charities, PTAs etc for projects supporting families. Visit the [South Gloucestershire Council](#) website for information.

MINUTES OF FULL PARISH COUNCIL MEETING

Monday 14th September 2026 at 7.15pm, Westerleigh Village Hall

-A [consultation](#) on Improving highway, pedestrian and cycle facilities in north Yate, including proposals to increase capacity on Goose Green Way is open, and closes on 25th September.

-Sam Norster, Boyd Valle PCSO, gave a recent update to local parishes re increased burglaries from barns and outbuildings and car keys being stolen from houses.

-Marshfield Parish Council and Avon Fire and Rescue Service are producing a local fire risk assessment template in response to wildfire concerns during the summer just gone. It may be of interest to other parish councils to help plan a community response to future incidents.

4458. 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)

A representative from the newly formed Dare youth group, based at Westerleigh Village Hall, spoke to councillors. The group offers an alternative in-between scouting and youth club provision. Cllrs encouraged the group to apply for a grant once the CIO is set up.

4459. PLANNING

a) To NOTE planning comments submitted since last meeting

Noted. See Appendix 1.

b) To NOTE planning decisions made by South Gloucestershire Council since last meeting

Noted. See Appendix 2.

c) To discuss and COMMENT on any necessary Planning Applications or other Planning Matters:

(i) P26/01955/CLP Erection of single storey rear extension. 1 Vicarage Road Coalpit Heath South Gloucestershire BS36 2RT

RESOLVED: Westerleigh & Coalpit Heath Parish Council makes no comment on this application.

(ii) P26/01958/CLP Erection of outdoor swimming pool and associated incidental outbuilding Hollyhurst Park Lane Winterbourne South Gloucestershire BS36 1AS

RESOLVED: Westerleigh & Coalpit Heath Parish Council makes no comment on this application.

(iii) P26/01893/F Erection of 1no. self-build dwelling with parking, landscaping, drainage and associated works. Plot 9 Blackberry Park 9 Cow Leaze Bristol BS36 2WB

RESOLVED: Westerleigh & Coalpit Heath Parish Council has no objection to this application.

(iv) P26/01880/PNGR Prior notification of a change of use from Agricultural Buildings to 9no. residential units (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). Kendleshire Farm Off Coalsack Lane Winterbourne South Gloucestershire BS36 1AN

Cllr R McCullough had declared an interest. He vacated the chair and left the meeting, taking no part in Council discussion nor the subsequent vote. Cllr J Lean chaired the item.

RESOLVED: Westerleigh & Coalpit Heath Parish Council objects to this application on the grounds of the likely harm to the heritage assets of Kendle's Barn (Grade II Listed) and the Old Dairy.

After the item Cllr R McCullough resumed as Chair.

(v) P26/01381/HH Erection of two storey and single storey rear extensions to form additional living accommodation. Erection of single storey link extension to existing outbuilding and conversion of existing outbuilding to form annexe. Jesmond House Westerleigh Road Westerleigh South Gloucestershire BS37 8QH (reconsultation)

Cllr C Goddard declared an interest. She made a statement explaining that one of the public objection comments on the portal misrepresents her actions. She then took no part in the discussion and subsequent vote.

RESOLVED: Westerleigh & Coalpit Heath Parish Council has no objection to this application.

(vi) Notice of consideration by SGC Strategic Sites Delivery Committee (meeting 17th September 2026)& notice of appeal:

P25/02534/O Phased development for the erection up to 450no. dwellings, land for ancillary primary school uses including play provision and drop off parking, local centre / community hub,

MINUTES OF FULL PARISH COUNCIL MEETING

Monday 14th September 2026 at 7.15pm, Westerleigh Village Hall

mobility hub, public open space and play space, active travel links, and associated vehicular access, infrastructure, eng... Land East of Coalpit Heath

Post Meeting Note: The Committee unanimously agreed it would have refused the planning application. There will now be a full public planning appeal, starting 24th November 2026, to decide the outcome of the application.

RESOLVED: Cllr G Williams to address the committee on behalf of the Council. To include the argument that the combined settlements of Coalpit Heath, Frampton Cotterell and Winterbourne should be considered a town for the purpose of determining if the site is Grey Belt. Also, detail on weaknesses of the coal-mining risk assessment and loss of skylark and yellowhammer habitats.

- (vii) Notice of site inspection visit (Fri 18th September at 10am) by the SGC Strategic Sites Committee to the [P24/02941/O](#) Land East of Park Lane site, for 95 dwellings. No decision required. Noted Cllr G Williams will attend to represent the Parish Council and state the Council's objection and reasons. A committee date has yet to be set.

FINANCE

4460. To NOTE end of July and August 2026 Financial documents: Statements & Reconciliations, receipts

Noted and bank reconciliation signed by the Chair.

4461. To NOTE all payments made in July and August 2026 in line with Financial Regulations
NOTED- Attached at appendix 3.

4462. To APPROVE accounts for payment September 2026

RESOLVED: To approve. Attached at appendix 4.

4463. To consider and APPROVE any Grant Applications including: NONE

4464. To NOTE update on South Gloucestershire Council Special Expenses/ Local Choice Policy and AGREE whether to opt in to service transfer for 2027/28 or delay (decision deadline 30/09/2026)

The Clerk confirmed that trees on South Gloucestershire Council land in the parish, maintained under the existing special expenses charge, are surveyed/ maintained by SGC from a separate budget. This will continue after special expenses service charges transfer to the Parish Council precept. The Parish Council will not need to fund surveys/ maintenance of trees on this land.

RESOLVED: Clerk to confirm maps of 6/7 areas of grass-cutting and hedge maintenance to be transferred, are accurate. Once confirmed, Clerk to complete expression of interest to opt into wave 1 i.e. transfer service charge to the precept from April 2027. Opt in to a three-year managed service from SGC at a discounted rate of £1,577.05 for year 1.

This means a separate 'special expenses' charge will no longer be made to parish residents and won't appear as a separate line on council tax bills from April 2027.

4465. To RECEIVE and take a DECISION on any other finance matters

- (i) To NOTE annual NJC pay award for 2026/27, backdated to 1st April 2026. Backpay paid to all staff in Sept payroll.

NOTED 3.3% increase backdated to 1st April 2026.

- (ii) To REVIEW and APPROVE the specification (or APPROVE further consultation), for a replacement basketball court project at Westerleigh Playing Field.
The option to retain the existing surfacing and post, replacing just the backboard and hoop, was rejected.

RESOLVED: The preferred option is to replace and enlarge the playing surface and install either i) a new basketball hoop OR ii) a combined basketball post and football goal. The Clerk to consult the football club and arrange a site survey to check the above options can be accommodated.

Then arrange a public consultation to gauge support for the two options. Feedback results to the

MINUTES OF FULL PARISH COUNCIL MEETING

Monday 14th September 2026 at 7.15pm, Westerleigh Village Hall

Council to make a final decision on the specification and set a budget. Comparison quotes to be obtained at that point.

4466. To NOTE conclusion of audit 2025/26 ([external auditor report and certificate](#)) matters arising and publication of notice of conclusion of audit

NOTED. Minor scope for improvement –check total of boxes 1-6 matches box 7 after rounding.

4467. To RECEIVE Parish Councillor Reports and any other Reports – written submissions, taken as read with questions taken as necessary NONE

ITEMS REQUIRING A RESOLUTION

4468. To NOTE any issues relating to reopening of A432 overbridge and related reopening of lanes (Ruffet Rd, Coalsack Lane, Cooks Lane), take a DECISION on any required actions

Cllr McCullough reported that South Gloucestershire Council will do a sweep of the area to remove leftover road closure signage. Regarding Henfield Road, potholes are already re-opening and these should be reported as normal. Regarding remediation of the surface, verges and pavements post A432 bridge closure, National Highways has indicated it will not resurface the whole road as it was already in a poor condition. An SGC report has been sent to National Highways to request funding for some works (awaiting response). SGC is also putting together a priority programme of works that it will fund, dependent upon the response from National Highways.

As per the July minutes, an agenda item to consider possible options for reducing speeding/ improving safety on Henfield Rd and surrounding roads, will be considered at a future meeting (by end of the year). Noted that CIL (Community Infrastructure Levy) funding will be available to the parish from the small redevelopment of Lockyer's nursery on Henfield Road. It is possible to allocate CIL to part-fund a highways request for improvements, should this option be pursued.

4469. To NOTE progress with the South Gloucestershire Council A432 active travel project and take a DECISION on any required actions

(i) Update from 12th August 2026 catch-up meeting between councillors and A432 project team members

A recent collision at the Down Road/Badminton Road junction was noted. There is local concern that newly installed lights for the pedestrian crossing at this location, may be mistaken for traffic lights indicating priority for drivers turning on to Badminton Road. They are in the same location as previous temporary traffic lights.

At the catch-up meeting, more regular short updates on work being carried out week-by-week were requested. The news section of the commonplace website is ideal place for these. So far not actioned.

Also noted overnight temporary traffic lights on sections of Badminton Road have been getting stuck on red regularly (triggered when a driver jumps the lights).

RESOLVED: The Clerk to contact the project team to (i) Raise concerns about the Down Road pedestrian lights (as above). (ii) Repeat the request for regular short news updates, weekly if possible, on the website (as above). (iii) Raise concerns about the overnight traffic lights and request a 24-hour phone number be advertised on them.

4470. To NOTE request from Bitterwell Lake Manager for Council to research the route and features of the lake inlet, to inform risk management. APPROVE contacting key agencies and report back to Council.

RESOLVED: Clerk to contact the South Gloucestershire Mining Research Group in the first instance, to establish the route and form of the lake inlet believed to originate from Frog Lane.

4471. To discuss any required CONSULTATIONS and COMMENT as necessary:

(i) Review of Licensing Act 2003 (LA2003) Statement of Licensing Policy - <https://slp26.commonplace.is/> Deadline 22nd October 2026

MINUTES OF FULL PARISH COUNCIL MEETING

Monday 14th September 2026 at 7.15pm, Westerleigh Village Hall

- (ii) Draft Street Trading Policy and Application Guidelines <https://streettrader26.commonplace.is/>
Deadline 22nd October 2026
- (iii) PT.8997 A432 Badminton Road, Coalpit Heath (outside St Saviours Church) - Waiting Restrictions. 09/09/2026 to 03/10/2026.
Councillors to respond individually if they have an interest.

ITEMS TO NOTE

4472. To NOTE progress of South Gloucestershire Highways review re speeding in Westerleigh (from Shorthill Road to the Nibley Lane junction)

Ward Cllr Palmer fed back that the South Gloucestershire Council officer assigned to progress the feedback report has been temporarily reassigned to assist with other transport projects. They are expected to return to the project in September, when progress will resume.

4473. To RECEIVE an update on North of Lyde Green site – REARRANGED Invitation from Places to People to meet cllrs Wednesday 23rd September, 6.30pm at Westerleigh Village Hall
NOTED.

4474. To NOTE agreed name for new residential cul-de-sac (old fuchsia nursery site, Henfield Rd) – Fuschia Meadows
NOTED.

4475. To NOTE Newman's Field zip wire inspection report (July 2026) - Recommend raising height of start mound
NOTED. Clerk will arrange raising mound height from Newman's Field maintenance budget.

4476. To NOTE FACE youth project report qu 1 (April -June 2026) (circulated)
NOTED.

4477. To NOTE qu 1 usage figures for CAB joint drop-in with Frampton Cotterell Parish Council
NOTED.

4478. Correspondence/Communication with Westerleigh & Coalpit Heath Parish Council: From South Gloucestershire Council:
NOTED.

-Temp closure of North Road, Yate from Armstrong Way to Millbrook Road. 16/09/26 – 17/09/26 between 0930-1530 only

The above restriction is necessary because drainage works are being carried out on or near the carriageway consequent upon which is the need to avoid danger to road users, and the operatives engaged upon the works and serious damage to the road.

-PT.8962 - Nibley Lane, Yate - Temporary Road Closure. 28/09/26 for three days.

Length of Nibley Lane which extends from a point 185 metres north west of its junction with A432 Badminton Road in a northerly direction for a distance of 40 metres.

This order is required for the following reason: in connection with the likelihood of danger to the public consequent upon defective reinstatement remedial works on or adjacent to the highway.

4479. To NOTE items considered urgent by the Chairman NONE

4480. 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.

RESOLVED: To exclude the press and public due to the nature of business under consideration (licence issues and potential land negotiation.)

- (i) To CONSIDER and take a DECISION on land purchase enquiry.

RESOLVED: To decline land purchase offer.

MINUTES OF FULL PARISH COUNCIL MEETING
Monday 14th September 2026 at 7.15pm, Westerleigh Village Hall

- (ii) To RECEIVE an update on Bitterwell Lake licence review and APPROVE scope of lake licence review meeting with licensee.

RESOLVED: To accept the recommendation in the confidential report.

4481. Dates of future Parish Council meetings

October 12th Full Council Meeting

7pm Henfield Hall

November 9th Full Council Meeting

7pm Manor Hall, Newman Room

(Full list at www.wchparish.gov.uk/meetings)

The meeting was closed at 9.20pm.

Appendix 1 - planning comments submitted since last meeting

i)P26/01680/RVC Variation of conditions 4 (roof light detail) and 5 (plans) attached to Listed building consent P25/01097/LB - Internal and external alterations to curtilage listed building. Alterations to external cladding, installation of replacement of windows, relocation of external door, installation of roo... Ironstones Mays Hill Frampton Cotterell South Gloucestershire BS36 2NS	Westerleigh & Coalpit Heath Parish Council has no objection to this application, but supports the comments from the Conservation Officer. (Delegated)
ii)P26/01612/RVC Variation of conditions 3 (roof light detail) and 4 (plans) attached to planning consent P25/01096/HH - Erection of a single storey extension to form additional living accommodation. Ironstones Mays Hill Frampton Cotterell South Gloucestershire BS36 2NS	Westerleigh & Coalpit Heath Parish Council has no objection to this application, but supports the comments from the Conservation Officer. (Delegated)
iii)P26/01715/HH Erection of infill porch extension to form additional living accommodation. Installation of 1no. front extension dormer. Changes to fenestration to the rear with the installation of raised patio. 25 St Annes Drive Coalpit Heath South Gloucestershire BS36 2TH	Westerleigh & Coalpit Heath Parish Council has no objection to this application. (Delegated)
iv)P26/01742/TRE Works to trees as per the attached schedule of works received by the Council on the 4th August 2026. All trees covered by Tree Preservation Order SGTPO 06/04 dated 4th August 2004. The Pines 60 Henfield Road Coalpit Heath South Gloucestershire BS36 2UZ	Westerleigh & Coalpit Heath Parish Council makes no comment on this application. (Delegated)

MINUTES OF FULL PARISH COUNCIL MEETING
Monday 14th September 2026 at 7.15pm, Westerleigh Village Hall

Appendix 2 - Planning decisions since 4th July 2026

Description	Westerleigh & Coalpit Heath Parish Council Comment submitted	Notice	Decision	Decision Date
i) P26/01219/PIP Permission in principle for the erection of a minimum of 4no and a maximum of 8no dwellings. Land At Windmill Bungalow Westerleigh Road Coalpit Heath South Gloucestershire BS36 2UP	Given the short consultation deadline for responses to PIP applications, the Parish Council was unable to meet to agree a response prior to the deadline. The following general points are observed however: The site does not lie within or adjacent to an existing settlement. The proposed development, whilst adjacent to an Active Travel route, lies a significant distance from shops, enhanced cycle routes and school facilities - in reality shops and school facilities could only be accessed by vehicle. The maximum 8 dwellings would represent over-development of the site. The site is in the Green Belt and, as the applicant states, is close to the northern boundary of the Bristol conurbation. Approving the application would extend the urban sprawl of Bristol into the Green Belt, without any overarching benefit ensuing. (Delegated).	08/06/2026	Refused	14/07/2026
ii) P26/00233/RVC Variation of condition 11 attached to permission PK14/4200/RVC (formerly PK13/4401/F) to amend the delivery hours. Erection of convenience shop unit (Class A1), reorganisation of the car park, alterations to provide revised access/egress and servicing bay, re-provision of play facilities, landsc... Sainsburys Badminton Road Coalpit Heath South Gloucestershire BS36 2QJ	Westerleigh & Coalpit Heath Parish Council makes NO COMMENT on this application.	06/02/2026	Approve with conditions	24/07/2026
iii) P26/01050/F Erection of new 2.5 storey self build dwelling with access, parking and associated works. Self Build Plot 10 Cow Leaze Blackberry Park Coalpit Heath South Gloucestershire BS36 2WB	Westerleigh & Coalpit Heath Parish Council has NO OBJECTION to this application.	18/05/2026	Approve with conditions	24/07/2026
iv) P26/01258/CLP Change of use from ancillary workshop/garage to aesthetics clinic. Rose Cottage 1 The Hollows Coalpit Heath South Gloucestershire BS36 2UT	Westerleigh & Coalpit Heath Parish Council makes NO COMMENT on this application. (Delegated)	08/06/2026	Refused	29/07/2026
v) P26/01436/PIP Permission in principle for the erection of up to 9 no. dwellings. Land Northwest Of Nibley Road Bird Farm Nibley Lane Yate BS37 5JG	Westerleigh & Coalpit Heath Parish Council objects to this application on the grounds that it is inappropriate development in the Green Belt, which is very narrow at this location.	03/07/2026	Approve	04/09/2026

MINUTES OF FULL PARISH COUNCIL MEETING
Monday 14th September 2026 at 7.15pm, Westerleigh Village Hall

Appendix 3 - July 2026 and August 2026 payments list

July 2026 PAYMENTS - WCHPC					
Date	Description	Supplier	Net	VAT	Total
01/07/2026	PWLB loan repayment	PWLB lending facility	£ 974.37	£ -	£ 974.37
01/07/2026	Storage unit rental fee	PE King (Bristol) Ltd	£ 73.33	£ 14.67	£ 88.00
01/07/2026	Microsoft licence agreement - monthly support	Absolutely PC (GoCardless)	£ 18.43	£ 3.69	£ 22.12
01/07/2026	Microsoft licence agreement - annual	Absolutely PC (GoCardless)	£ 258.04	£ 51.61	£ 309.65
13/07/2026	Monthly Expenses		£ 177.43	£ -	£ 177.43
13/07/2026	Grass cutting	CPS Grounds Ltd	£ 652.79	£ 130.56	£ 783.35
13/07/2026	Loo hire	Andyloos	£ 167.20	£ 33.44	£ 200.64
13/07/2026	Bitterwell Lake extra loo	Andyloos	£ 123.20	£ 24.64	£ 147.84
13/07/2026	Citizens Advice Drop-In Service	Westerleigh Village Hall	£ 30.00	£ -	£ 30.00
13/07/2026	WPF cricket shed project	Hanson Buildings	£ 208.33	£ 41.67	£ 250.00
13/07/2026	Grant Smile & Shine WVH rental	Westerleigh Village Hall	£ 468.00	£ -	£ 468.00
14/07/2026	Aerator at Bitterwell Lake	Octopus Energy Limited	£ 19.73	£ 0.99	£ 20.72
21/07/2026	Council mobile phone	H3G (Three)	£ 2.50	£ 0.50	£ 3.00
27/07/2026	Combined salary, PAYE, pension		£ 2,964.08	£ -	£ 2,964.08
27/07/2026	Cllr training	ALCA	£ 45.00	£ -	£ 45.00
27/07/2026	Plan prints for Frog Lane 13.07.2026	Sprint Print	£ 36.00	£ 7.20	£ 43.20
31/07/2026	Microsoft licence agreement - monthly support	Absolutely PC (GoCardless)	£ 18.43	£ 3.69	£ 22.12
31/07/2026	Bank charges	Unity Trust Bank	£ 7.00	£ -	£ 7.00
TOTAL			£ 6,243.86	£ 312.66	£ 6,556.52

August 2026 PAYMENTS - WCHPC					
Date	Description	Supplier	Net	VAT	Total
03/08/2026	Storage unit rental fee	PE King (Bristol) Ltd	£ 73.33	£ 14.67	£ 88.00
14/08/2026	Aerator at Bitterwell Lake	Octopus Energy Limited	£ 20.75	£ 1.04	£ 21.79
20/08/2026	Council mobile phone	H3G (Three)	£ 2.50	£ 0.50	£ 3.00
25/08/2026	Combined Salary, Pension, PAYE		£ 2,963.88	£ -	£ 2,963.88
25/08/2026	Monthly Expenses		£ 103.64	£ -	£ 103.64
25/08/2026	Room hire	Manor Hall	£ 30.00	£ -	£ 30.00
25/08/2026	External audit	BDO LLP	£ 420.00	£ 84.00	£ 504.00
25/08/2026	Zip Wire maintenance/assessment	GB Sports & Leisure	£ 405.00	£ 81.00	£ 486.00
25/08/2026	Grass cutting	CPS Grounds Ltd	£ 652.79	£ 130.56	£ 783.35
25/08/2026	Loo hire	Andyloos	£ 174.80	£ 34.96	£ 209.76
25/08/2026	Bitterwell Lake extra loo	Andyloos	£ 128.80	£ 25.76	£ 154.56
25/08/2026	Youth provision via FC PC	Frampton Cotterell Parish Council	£ 1,163.25	£ -	£ 1,163.25
25/08/2026	Citizens Advice Drop-In Service	Westerleigh Village Hall	£ 30.00	£ -	£ 30.00
25/08/2026	Grant Smile & Shine WVH rental	Westerleigh Village Hall	£ 504.00	£ -	£ 504.00
31/08/2026	Bank charges	Unity Trust Bank	£ 7.00	£ -	£ 7.00
TOTAL			£ 6,679.74	£ 372.49	£ 7,052.23

MINUTES OF FULL PARISH COUNCIL MEETING
Monday 14th September 2026 at 7.15pm, Westerleigh Village Hall

Appendix 4 – September 2026 accounts for payment

Date	Description	Supplier	Net	VAT	Total
15/09/2026	Monthly Expenses		£ 68.30	£ -	£ 68.30
15/09/2026	Bitterwell Lake extra loo	Andyloos	£ 139.60	£ 27.92	£ 167.52
15/09/2026	Grass cutting	CPS Grounds Ltd	£ 652.79	£ 130.56	£ 783.35
15/09/2026	Loo hire	Andyloos	£ 159.60	£ 31.92	£ 191.52
15/09/2026	Citizens Advice Drop-In Service	Westerleigh Village Hall	£ 30.00	£ -	£ 30.00
15/09/2026	Grant Smile & Shine WVH rental	Westerleigh Village Hall	£ 432.00	£ -	£ 432.00
15/09/2026	Localism charges	South Glos Council	£ 1,987.65	£ 397.53	£ 2,385.18
15/09/2026	Localism charges	South Glos Council	£ 543.87	£ 108.77	£ 652.64
		TOTAL	£ 4,013.81	£ 696.70	£ 4,710.51