

MINUTES OF FULL PARISH COUNCIL MEETING
Monday 13th April 2026 at 7.00pm, Mafeking Hall, Serridge Lane, Coalpit Heath



MINUTES OF WESTERLEIGH & COALPIT HEATH FULL PARISH COUNCIL MEETING
Monday 13th April 2026 at 7.00pm, Mafeking Hall, Serridge Lane, Coalpit Heath

Present: Cllr J Lean (Vice Chair, also Ward Cllr – chaired meeting), Cllr C Goddard, Cllr K Kelliher, Cllr G Williams, Cllr T Clark (also Ward Cllr)

Clerk: R Davis

Five members of the public.

Before the first agenda item Cllr Lean informed the meeting that Mr Tony Mouldsdale, who received the Freedom of the Parish in October 2021, had recently passed away. Mr Mouldsdale gave 50 years of service to Henfield Hall. The Parish Council offered its sincere condolences.

4315. To NOTE apologies for absence

Cllr R McCullough – work commitment

Cllr D Margetts – personal commitment

Ward Councillors – Cllr B Stokes (Boyd Valley)

4316. 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 4321) 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.**

4317. To APPROVE [Minutes](#) of Parish Council meeting held on 9th March 2026

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

4318. To NOTE [DRAFT Minutes](#) of Finance & General Purposes Committee Meeting 16th March 2026
NOTED.

4319. To RECEIVE reports from South Gloucestershire Councillors on matters relating to the Parish

Westerleigh & Coalpit Heath Parish Council – District Councillors' Report

Monday 13th April 2026

Government Launches Consultation on New Towns Proposals

The Ministry of Housing, Communities and Local Government is conducting a Strategic Environmental Assessment (SEA) consultation of the draft plan to deliver potential New Towns across the country.

The national consultation, which began on Monday 23rd March, features proposals for seven locations across the country, including Brabazon and the West Innovation Arc, which is located in one the West of England's Growth Zones in South Gloucestershire.

The government believes that a new generation of new towns is essential to address England's structural housing shortage crisis and unlock economic growth.

MINUTES OF FULL PARISH COUNCIL MEETING

Monday 13th April 2026 at 7.00pm, Mafeking Hall, Serridge Lane, Coalpit Heath

Each of the potential new towns will be expected to build at least 10,000 new homes, with an ambition for a minimum of 40 per cent affordable housing and half for social rent. Brabazon and the West Innovation Arc could deliver 10,000 with the future potential for around 40,000 homes over the coming decades, predicated on investment in infrastructure including transport, employment, education, retail and leisure that will also benefit existing communities.

The West Innovation Arc is already home to a thriving economy, hosting global aerospace companies like Rolls Royce, Airbus and GKN. The area is home to an advanced manufacturing and innovation ecosystem including the National Composites Centre at the Bristol & Bath Science Park, which also hosts Isambard AI – the UK's fastest supercomputer. Realising the full potential of the site would require investment in transport to drive a suitable public transport mode share helping to relieve, and prevent, future pressures on the already constrained road network.

No final decisions on locations will be made by government until this assessment concludes and preferred locations could change as a result of the process. The government intends to confirm final locations later this year.

The government is working with mayors, councils, and developers to increase housebuilding to a level that hasn't been seen since the post-war era, unlocking economic growth, creating new jobs, and helping tackle the housing crisis by getting millions more people onto the property ladder.

The consultation closes at midnight on 18 May. To find out more and have your say on the proposals please visit [New Towns Draft Programme – GOV.UK](#)

Examination in Public Timetable for Local Plan Published

Last October South Gloucestershire Council formally submitted its draft Local Plan to the Secretary of State for Housing, Communities & Local Government so that it can undergo Examination in Public. The Secretary of State subsequently appointed three Planning Inspectors to oversee the process. The Planning Inspectors have now published the timetable that those hearings will follow.

Any residents, campaign groups or organisations that submitted comments as part of the earlier Regulation 19 stage consultation do not need to resubmit those comments. All submissions that were received during that Regulation 19 stage consultation have already been given to the Planning Inspectors to consider.

The Examination in Public will commence on Tuesday 18th May. Sessions will take place on a Tuesday, Wednesday and Thursday. The final session will take place on Thursday 16th July. All sessions will take place in the Council Chamber at the Kingswood Civic Centre.

The Local Plan has been divided into 28 separate matters and a total of 558 questions. This is the fundamental structure that underpins the examination process. On some days multiple matters will be discussed whilst the largest matters, those covering the sites that have been identified for residential development, will be discussed over multiple days.

If any residents, campaign groups or organisations wish to attend the hearings to speak they must notify the programme officer, Robert Young (robert.young@southglos.gov.uk), by 5 p.m. on Friday 10th April and specify which hearings they wish to attend. The Planning Inspectors will only permit people to speak if they are seeking material changes to the draft Local Plan.

Anybody wishing to submit either a further written submission or a hearing statement must submit them to Robert Young by 5 p.m. on Tuesday 28th April. Any submissions should not exceed 3,000 words for any matter addressed.

Planning

Planning application P24/03001/F, for the construction of a solar farm on land at Mousewell Farm and Pool Farm, has been referred to South Gloucestershire Council's Development Management Committee for determination by Boyd Valley ward members Cllr Marilyn Palmer and Cllr Ben Stokes.

MINUTES OF FULL PARISH COUNCIL MEETING
Monday 13th April 2026 at 7.00pm, Mafeking Hall, Serridge Lane, Coalpit Heath

The Site Inspection will take place on Friday 17th April. The application will be determined at the Development Management Committee meeting at the Kingswood Civic Centre on Thursday 30th April.

4320. 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)

One member of the public spoke in relation to litter in the parish. The following points were raised:

- Would welcome an annual parish litter pick as takes place in other parishes.
- Suggested exploring levers for behaviour change e.g. hard-hitting signage for example on the Badminton Road, exploring use of ANPR cameras etc.

The Clerk will research suggestions and liaise directly with the member of the public, to bring back suggestions to a future meeting for consideration.

4321. PLANNING

a) To NOTE planning comments submitted since last meeting

None

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

NOTED. See Appendix 1.

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

- (i) [P26/00186/HH](#) Installation of garden gates (Retrospective) 181 Henfield Road Coalpit Heath South Gloucestershire BS36 2UH

RESOLVED: Westerleigh & Coalpit Heath Parish Council has NO OBJECTION to this application.

- (ii) [P26/00581/HH](#) Erection of garage extension. The Hawthorns Rose Oak Lane Coalpit Heath South Gloucestershire BS36 2QZ

RESOLVED: Westerleigh & Coalpit Heath Parish Council has NO OBJECTION to this application.

- (iii) [P26/00527/F](#) Demolition of existing rear extension and stable block. Erection of a two storey front extension with glazed gable, a two storey and loft level side (east) extension, a single storey side extension and rear parapet extensions with integrated terraces. Raising of ridge height and replacement of th... Bay Tree Cottage Ruffet Road Winterbourne South Gloucestershire BS36 1AN

RESOLVED: Westerleigh & Coalpit Heath Parish Council OBJECTS to this application on the grounds that it will have a significant negative impact on the setting of Kendleshire Court, the listed building and thus heritage asset that sits in an elevated position behind the proposed development. Kendleshire Court sits on land that is noticeably higher than Bay Tree Cottage. This makes it harder to mitigate the harm to the setting of the heritage asset because the upper floor rooms of Kendleshire Court overlook the rear of Bay Tree Cottage. The proposals therefore conflict with planning policy PSP 17 - Heritage Assets and the Historic Environment. The Parish Council also queries the proposed percentage volume increase over and above the original buildings, relating to planning policy PSP 7- Development in the Green Belt. It is difficult to determine this figure given the complexity of the proposals.

- (iv) [P26/00648/PIP](#) Permission in principle for the erection of up to 3no dwellings. Land At 17 Badminton Road Winterbourne South Gloucestershire

RESOLVED: Westerleigh & Coalpit Heath Parish Council has NO OBJECTION to this application.

- (v) [P26/00536/HH](#) Erection of 1no. carport. The Old Dairy Mays Hill Frampton Cotterell South Gloucestershire BS36 2NS

RESOLVED: Westerleigh & Coalpit Heath Parish Council has NO OBJECTION to this application.

- (vi) [P26/00744/CLP](#) Erection of single storey side extension. 7 Station Road Coalpit Heath South Gloucestershire BS36 2TJ

MINUTES OF FULL PARISH COUNCIL MEETING

Monday 13th April 2026 at 7.00pm, Mafeking Hall, Serridge Lane, Coalpit Heath

RESOLVED: Westerleigh & Coalpit Heath Parish Council makes NO COMMENT on this application.

- (vii) [P26/00734/PNRE](#) Prior notification of the intention to install roof mounted solar panels. Apex House Turner Drive Yate South Gloucestershire BS37 5YX
RESOLVED: Westerleigh & Coalpit Heath Parish Council SUPPORTS this application on the grounds that it will reduce the carbon footprint of the Special Educational Needs school housed in the building.

FINANCE

4322. To NOTE end of March 2026 Financial documents: Statements & Reconciliations, receipts
NOTED. Bank reconciliation signed by the Chair.

4323. To NOTE all payments made in March 2026 in line with Financial Regulations
NOTED – attached as Appendix 2.

4324. To NOTE full list of payments from 1st April 2025 to 31st March 2026
NOTED.

4325. To NOTE full list of receipts from 1st April 2025 to 31st March 2026
NOTED.

4326. To NOTE full year budget monitoring report and net position report for 2025/26 and APPROVE any required actions
NOTED. With the 2025/26 financial year complete, the Clerk reported the following:
Income: surplus of £2,496.20 received. Most of this figure (£2,329.13) is accounted for by higher than budgeted bank interest.
Expenditure:
Staffing budget – underspent by £6,953.72 as budget included the cost of an additional staff member in the second half of the year, not required. The staffing structure will be reviewed again in June 2026.
Administration budget – underspent by 44%- £9,558.86. The largest contributor to this figure was a £6,655 underspend on Manor Hall repairs. External painting was delayed due to the wet winter and early spring. Trustees have requested funds are carried forward into an earmarked reserve to pay for the work during 2026/7.
Environment & Leisure budget – 91% of the budget was spent. The underspend of £4,159.46 will be allocated to earmarked reserves.
As the Council will convert its end of year accounts for 2025/26 to income & expenditure, a revised report will be produced to calculate the final position and transfers to earmarked reserves (previously referred to as carry forwards amounts) will be approved at the May meeting. This will include consideration of community benefit funding.

RESOLVED: To carry forward the remaining £564 left in Smile & Shine Grant pot (from CIL) after payment to Westerleigh Village Hall for March room hire, to contribute to room hire in 2026/27.

4327. To APPROVE [accounts for payment](#)
RESOLVED: To APPROVE accounts for payment – attached as Appendix 3.

4328. To NOTE details of internal and external audit processes including:
(i) Internal Audit. NOTED second visit scheduled for 23/04/2026.
(ii) External audit: To CONFIRM any conflict of interests with BDO and complete statement
RESOLVED: Cllrs present confirmed they have no conflicts of interest with BDO LLP. As two cllrs were absent this item will be revisited at the May meeting when the statement required by BDO will be signed.

MINUTES OF FULL PARISH COUNCIL MEETING
Monday 13th April 2026 at 7.00pm, Mafeking Hall, Serridge Lane, Coalpit Heath

4329. To RECEIVE and take a DECISION on any other finance matters:

- (i) APPROVE SLA with Citizens Advice South Gloucestershire for one-year weekly drop-in service (Fridays 1-3pm from 10th April 2026).
RESOLVED: To APPROVE the SLA with the addition of a requirement for CAB to provide quarterly monitoring figures (usage and issues). The Clerk was delegated authority to sign the amended version.
- (ii) NOTE purchase of new printer - £247.94 + VAT
NOTED –funded from IT equipment earmarked reserve.
- (iii) Renewal of Absolutely PC package of 2x Microsoft 365 NCE – Business Standard 12 Month Commitment on 01-07-26 (£129.02 per licence, per year, total £258.04.)
RESOLVED: To renew 2x Microsoft 365 NCE – Business Standard licences with Absolutely PC for 12 months – total cost £258.04 from technology budget.
- (iv) NOTE progress with closing NatWest current account (awaiting confirmation of updated direct debit for PWLB). APPROVE transfer of outstanding balance to Unity Trust at end of April (if confirmed) and account to be closed.
RESOLVED: Clerk to transfer outstanding balance to Unity Trust account and close Natwest account by end of April 2026.
- (v) NOTE submission of VAT reclaim for 2025/26 and any update.
NOTED. VAT reclaim for £16,137.48 was submitted on 11th April 2026.

4330. To consider and APPROVE any Grant Applications including:

- (i) Henfield Hall grant for audio system (if updated proposal received)
The committee has been sent information about a cheaper mobile alternative. A revised grant application is awaited.

ITEMS REQUIRING A RESOLUTION

4331. To discuss matters and take a DECISION on required actions arising from A432 Badminton Rd bridge closure

NOTED that South Gloucestershire Council will reopen the Hambrook junction right turn by 27th April 2026, which should ease local traffic pressures. No further update from National Highways on reopening date (still Spring 2026).

4332. To NOTE progress with the South Gloucestershire Council A432 active travel project and take a DECISION on any required actions

NOTED South Gloucestershire Council has constructed a temporary compound on land off Frog Lane for construction vehicles and welfare facilities for the latest A432 active travel project construction phase. This will be removed after completion of the works.
Also, some members of the public have queried the new completed road width adjacent to Frome Valley Farm, as it seems narrow. South Gloucestershire Council has confirmed that the width is policy compliant.

4333. To NOTE South Gloucestershire Local Plan examination in public timetable and guidance and take a DECISION on any required actions

Cllr Clark gave an update as follows:

The draft timetable for the examination in public has been published and continues to evolve. Full details of the examination are available on the website -

<https://localplanexamination.commonplace.is/>. The details are summarised under min 4319 above.

As the Parish Council commented in support of the draft Local Plan at the last consultation, there is no need to request to speak at the examination (speakers addressing the examination are requesting changes to the Plan). Nor is there a need to submit additional comments.

Proposed development sites in the Local Plan will be addressed during the last two weeks (including Lyde Green Ecotech village falling partially in this parish), under areas 26 – 28. It is

MINUTES OF FULL PARISH COUNCIL MEETING

Monday 13th April 2026 at 7.00pm, Mafeking Hall, Serridge Lane, Coalpit Heath

anticipated that developers putting forward sites in this parish NOT in the Local Plan will address the examination with the aim of including their sites. The principal argument is likely to be that the Plan should also address the West of England region's unmet housing need (Bristol City etc). There are two relevant speculative sites in this parish NOT in the Local Plan (i) land east of Roundways – outline application submitted for 450 homes [P25/02534/O](#) by Bloor Homes, and (ii) Land at Frog Lane – no planning application submitted yet, but an application for 900 homes expected from Edward Ware Homes <https://www.landatfroglane.co.uk/>).

It was also noted that, outside of the Local Plan process, the government has introduced [The Town and Country Planning \(Consultation\) \(England\) Direction 2026](#) (which may be relevant to the two sites referred to above). It applies in relation to any application for planning permission which – (a) is for development which includes the provision of 150 or more houses/ flats; and has not been determined by a local planning authority before 11th May 2026. Where a local planning authority proposes to refuse an application for planning permission to which this Direction applies, the authority must consult the Secretary of State before determining the application. Cllr Clark explained that due to limited capacity it is unclear how many applications will be 'called in' for determination at this level, bypassing the local planning authority. No actions required.

4334. To APPROVE council support for a community litter pick organised by Frome Valley Environmental Network and any required budget (date TBC)

RESOLVED: To APPROVE council support and a budget of up to £150 for related costs e.g. venue hire, equipment, publicity (from Community Benefit – Says Court Solar Farm funds).

4335. To RECEIVE an update on progress with project for a replacement storage shed at Westerleigh Playing Field and take any required DECISIONS - confirmed cost of shed £10,786 (inc guttering £300) excl VAT, building work £4,250 no VAT.

NOTED demolition work will commence w/b 20th April 2026, at which point an invoice for £4,250 will be due. Shed delivery and installation scheduled w/b 11th May 2026, subject to final confirmation. Screening planting will be agreed with the cricket clubs following installation.

4336. To APPROVE Westerleigh Playing Field football & cricket [pitch hirer's agreement](#) for 2026 onwards and confirm charge for teams based in the parish i.e. all four current users, and review arrangements

RESOLVED: To APPROVE pitch hirer's agreement for 2026 onwards. To confirm nil charge for all teams for 2026/27. Charges will be reviewed as part of the budget setting process for 2027/28 (taking place in November 2026).

4337. To NOTE progress towards meeting AGAR Assertion 10 requirements and APPROVE the following documents:

(i) Updated website [Accessibility Statement](#)

A new accessible website has been commissioned from Parish Online (approved by F&GP Committee 16/04/2026 min 530). In the interim period the existing website Accessibility Statement has been updated to explain this and meet Assertion 10 requirements.

RESOLVED: To APPROVE the updated website Accessibility Statement.

(ii) Data Asset Register.

RESOLVED: To APPROVE the Data Asset Register.

4338. To consider and VOTE on co-option to Parish Councillor vacancies

Tony Sarullo confirmed his eligibility to stand and put himself forward for co-option.

RESOLVED: To co-opt Tony Sarullo on to the Council, filling the casual vacancy for Westerleigh ward.

MINUTES OF FULL PARISH COUNCIL MEETING

Monday 13th April 2026 at 7.00pm, Mafeking Hall, Serridge Lane, Coalpit Heath

Signed the declaration of acceptance of office form, witnessed by the Clerk, and joined the meeting as a councillor.

4339. To discuss any required CONSULTATIONS and COMMENT as necessary:

- (i) National consultation on New Towns Programme (Brabazon and the West Innovation Arc New Town includes part of the parish) 23rd March to 19th May 2026 - <https://www.gov.uk/government/consultations/new-towns-draft-programme/new-towns-draft-programme>
Councillors to respond individually.
- (ii) Next stop, better buses. West of England Combined Authority (WECA) bus survey. Engagement closes 10th May 2026. <https://haveyoursaywest.co.uk/betterbuses/index.php>
Councillors to respond individually.

ITEMS TO NOTE

4340. To NOTE progress of South Gloucestershire Highways review re speeding in Westerleigh (from Shorthill Road to the Nibley Lane junction)

Following the March meeting, ward cllr Palmer reported back that the consultation for the proposed average speed camera on Shorthill Rd should take place in April. ACTION- The Clerk to request an update as it has not been announced.

4341. To NOTE revised [First Aid for Seniors training session](#) – Sat 23rd May 10am – 1pm at Westerleigh Village Hall

NOTED. ACTION - All councillors to advertise. 25 free places available to residents over 50. Sign-up link - <https://www.todaycare.co.uk/event-details/senior-first-aid-awareness-westerleigh>

4342. To NOTE receipt of signed pitch user agreements and copies of public liability insurance certificates for 2026 cricket season from Coalpit Heath Cricket Club and Westerleigh Cricket Club, and for 2026/27 football season from AFC Westerleigh and Coalpit Heath FC.

NOTED – awaiting formal response from Coalpit Heath Cricket Club.

4343. To NOTE approval of updated Clerk & RFO Contract of employment by Finance & General Purposes Committee (16th March 2026)

NOTED.

4344. To NOTE progress with E&L projects

The Clerk reported that once the cricket shed project is complete the next priority is the Bitterwell Lake memorial bench and then a replacement noticeboard for Westerleigh village.

4345. Correspondence/Communication with Westerleigh & Coalpit Heath Parish Council: From South Gloucestershire Council:

6th May 2026 - Nibley Lane closure for street cleansing works (09:30-15:30)

Other:

[Westerleigh United Charities Distribution](#) – applications open (closing date 1st May 2026)

4346. To NOTE items considered urgent by the Chairman

None.

4347. 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 (legal advice and potential land negotiation.)

- (i) Update on Bitterwell Chalet tenancy agreement and lake licence

MINUTES OF FULL PARISH COUNCIL MEETING

Monday 13th April 2026 at 7.00pm, Mafeking Hall, Serridge Lane, Coalpit Heath

RESOLVED: To arrange meeting with lake licensee and three councillors to progress issues.

4348. Dates of future Parish Council meetings

Annual Parish Meeting - 27th April 6.30pm Westerleigh Village Hall

May 11th Full Council meeting 7pm Westerleigh Village Hall

June 8th Full Council meeting 7pm Henfield Hall

(Full list at www.westerleighcoalpitheathparishcouncil.gov.uk/meeting-dates)

The meeting was closed at 8.45pm.

Appendix 1 - Planning decisions since 13th February 2026

Description	Westerleigh & Coalpit Heath Parish Council Comment submitted	Notice	Decision	Decision Date
i) P26/00068/ADV Replacement of paper and paste advertisement display board with 1no. internally illuminated digital advertisement display board. Land To North Of Stover Road Yate South Gloucestershire BS37 5JN	Westerleigh & Coalpit Heath Parish Council has NO OBJECTION in principle to this application. However, it queries whether the illuminated sign will be visible from residential properties facing it on Badminton Rd. Will it negatively impact the visual amenity of these properties?	19/01/2026	Approve with conditions	06/03/2026
ii) P25/01995/F Installation of 5no. additional static caravan pitches with associated works (part retrospective). Land At Henfield Road Coalpit Heath South Gloucestershire	Although Westerleigh & Coalpit Heath Parish Council acknowledges the continuing unmet need for Gypsy & Traveller pitches in South Gloucestershire, on balance it OBJECTS to this application on the following grounds. The proposal for a total of seven pitches on this compact site, represents overdevelopment of the site and allows for very limited private amenity space for each, plus loss of space for the previously approved day room. Furthermore, there are serious concerns that local drains do not have the capacity to accommodate connections from five additional pitches. Local residents report that currently, the drains of adjacent properties regularly overflow.	25/08/2025	Approve with conditions	06/03/2026
iii) P26/00171/PIP Permission in principle for the erection of a minimum of 1no. dwelling and a maximum of 4no. dwellings. Land At 5 Badminton Road Winterbourne South Gloucestershire BS36 1AL	Westerleigh & Coalpit Heath Parish Council OBJECTS to this application on the grounds that it is inappropriate development in the Green Belt.	30/01/2026	Approve	06/03/2026
iv) P26/00017/F Demolition of existing building and erection of new storage building to house maintenance tools and machinery. Westerleigh Playing Field Shorthill Road Bristol Westerleigh BS37 8QN	Westerleigh & Coalpit Heath Parish Council has an interest in this application, so has not submitted any comment.	14/01/2026	Approve with conditions	16/03/2026

MINUTES OF FULL PARISH COUNCIL MEETING

Monday 13th April 2026 at 7.00pm, Mafeking Hall, Serridge Lane, Coalpit Heath

Description	Westerleigh & Coalpit Heath Parish Council Comment submitted	Notice	Decision	Decision Date
v)P26/00241/F Change of use from plant nursery potting shed to 1no. dwelling (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended), installation of 1no. ASHP, cycle and bin stores and associated works (resubmission of P25/01772/F). Wentwood Nurseries Ram Hill Coalpit Heath South Gloucestershire BS36 2TZ	Westerleigh & Coalpit Heath Parish Council has NO OBJECTION to this application.	09/02/2026	Approve with conditions	27/03/2026
vi)P26/00359/TRE Works to Crown thin lateral branch of 1.no Holm Oak Tree (T4) by 10%, Crown reduce stem of 1.no Oak Tree (T6) by 1-2m. Works to Crown lift 1.no Ash Tree (T15) to 4m to provide clearance to church car park. Covered by Tree Preservation Order SGTPO 01/03 dated 13th March 2003. The Old Vicarage Beesmoor Road Coalpit Heath South Gloucestershire BS36 2RP	Westerleigh & Coalpit Heath Parish Council makes NO COMMENT on this application.	20/02/2026	Approve with conditions	01/04/2026

MINUTES OF FULL PARISH COUNCIL MEETING

Monday 13th April 2026 at 7.00pm, Mafeking Hall, Serridge Lane, Coalpit Heath

Appendix 2 – March 2026 payments list

Date	Description	Supplier	Net	VAT	Total
01/03/2026	Storage unit rental fee	PE King (Bristol) Ltd	£ 73.33	£ 14.67	£ 88.00
03/03/2026	Microsoft licence agreement	Absolutely PC (GoCardless)	£ 38.50	£ 7.70	£ 46.20
05/03/2026	Annual DP registration	Information Commissioners Office ICO	£ 47.00	£ -	£ 47.00
11/03/2026	Grass cutting	CPS Grounds Ltd	£ 957.31	£ 191.46	£ 1,148.77
11/03/2026	Loo hire	Andyloos	£ 152.00	£ 30.40	£ 182.40
11/03/2026	Annual Pest Control contract	Venables Pest Control	£ 800.00	£ 160.00	£ 960.00
11/03/2026	Grant - CHCC female changing rooms	Coalpit Heath cricket Club	£ 5,000.00	£ -	£ 5,000.00
11/03/2026	Signage	C R Belcher Agricultural/Maintenance Services	£ 600.00	£ 120.00	£ 720.00
11/03/2026	Youth provision via FC PC	Frampton Cotterell Parish Council	£ 1,116.75	£ -	£ 1,116.75
11/03/2026	Chalk for Bitterwell Lake	Viaduct Fisheries Limited	£ 471.67	£ 94.33	£ 566.00
11/03/2026	Grant Smile & Shine WWH rental	Westerleigh Village Hall	£ 432.00	£ -	£ 432.00
23/03/2026	Council mobile phone	H3G (Three)	£ 2.50	£ 0.50	£ 3.00
25/03/2025	Combined salary, HMRC, pension		£ 2,912.33	£ -	£ 2,912.33
25/03/2026	Room hire	Manor Hall	£ 13.50	£ -	£ 13.50
25/03/2026	Monthly Expenses		£ 136.28	£ -	£ 136.28
25/03/2026	Monthly Expenses		£ 180.81	£ -	£ 180.81
25/03/2026	Groundworks & Inspections	C R Belcher Agricultural/Maintenance Services	£ 325.00	£ 65.00	£ 390.00
25/03/2026	Groundworks & Inspections	C R Belcher Agricultural/Maintenance Services	£ 325.00	£ 65.00	£ 390.00
25/03/2026	Groundworks & Inspections	C R Belcher Agricultural/Maintenance Services	£ 195.00	£ 39.00	£ 234.00
25/03/2026	Signage	Sprint Print	£ 45.00	£ 9.00	£ 54.00
25/03/2026	Bin	Broxap	£ 429.00	£ 85.80	£ 514.80
25/03/2026	Youth provision via FC PC	Frampton Cotterell Parish Council	£ 1,116.75	£ -	£ 1,116.75
25/03/2026	Fun Day Grant	The Friends of St James Westerleigh	£ 751.12	£ -	£ 751.12
25/03/2026	Bitterwell Lake hole repair	C R Belcher Agricultural/Maintenance Services	£ 150.00	£ 30.00	£ 180.00
25/03/2026	WPF cricket shed project	Hanson Buildings	£ 2,621.67	£ 524.33	£ 3,146.00
27/03/2026	Cllr training	ALCA	£ -	£ -	£ -
31/03/2026	Bank charges	Natwest	£ 9.10	£ -	£ 9.10
31/03/2026	Bank charges	Unity Trust Bank	£ 4.65	£ -	£ 4.65
31/03/2026	Microsoft licence agreement	Absolutely PC (GoCardless)	£ 38.50	£ 7.70	£ 46.20
		TOTAL	£ 18,944.77	£ 1,444.89	£ 20,389.66

MINUTES OF FULL PARISH COUNCIL MEETING
Monday 13th April 2026 at 7.00pm, Mafeking Hall, Serridge Lane, Coalpit Heath

Appendix 3 – April 2026 payments for approval

Description	Supplier	Net	VAT	Total
Clerk training	SLCC Enterprises Ltd	£ 85.00	£ 17.00	£ 102.00
Citizens Advice Drop-In Service	Citizens Advice South Gloucestershire	£ 9,363.00		£ 9,363.00
Loo hire	Andyloos	£ 167.20	£ 33.44	£ 200.64
WPF cricket shed project	Hanson Buildings	£ 7,865.00	£ 1,573.00	£ 9,438.00
Annual Subscription	ALCA	£ 927.67		£ 927.67
Bin installation	CR Belcher Agricultural/Maintenance Services	£ 200.00	£ 40.00	£ 240.00
Printer	Printerland (repay to Clerk)	£ 247.94	£ 49.59	£ 297.53
Grant Smile & Shine WVH rental	Westerleigh Village Hall	£ 432.00		£ 432.00
Room Hire	Westerleigh Village Hall	£ 24.00		£ 24.00
	TOTAL	£ 19,311.81	£ 1,713.03	£ 21,024.84