



An ORDINARY MEETING of the PARISH COUNCIL will be held on **Monday 12th October 2026 at 7.00pm** at Henfield Hall and the following business will be transacted. All Councillors are summoned to attend.

Rachel Davis

Rachel Davis (Clerk to Westerleigh & Coalpit Heath Parish Council)

7th October 2026

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights.

SUPPLEMENTARY AGENDA –WESTERLEIGH & COALPIT HEATH PARISH COUNCIL MEETING OCTOBER 2026

1. To NOTE apologies for absence
2. 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
3. To APPROVE [Minutes](#) of Parish Council meeting held on 14th September 2026.
4. To RECEIVE reports from South Gloucestershire Councillors on matters relating to the Parish (*circulated*)
5. 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)
6. **PLANNING**
 - a) To NOTE planning comments submitted since last meeting **NONE**
 - b) To NOTE planning decisions made by South Gloucestershire Council since last meeting (*circulated*)
 - c) To discuss and COMMENT on any necessary Planning Applications or other Planning Matters:
 - (i) [P26/01941/HH](#) Erection of boundary wall and car port with log store (Retrospective). 24 Bitterwell Close Coalpit Heath South Gloucestershire BS36 2UQ
 - (ii) [P26/02078/F](#) Erection of 4 no. dwellings with parking and associated works. Land At 5 Badminton Road Winterbourne South Gloucestershire BS36 1AL
 - (iii) [P26/02106/ADV](#) Display of 1no. Non-illuminated Totem Sign. Turner Court School Turner Drive Yate South Gloucestershire BS37 5YX
 - (iv) [P26/02113/PIP](#) Permission in principle for the erection of 9no. dwellings. Land At Down Road Winterbourne Down South Gloucestershire
 - (v) [P26/02152/ADV](#) Retention of 2no. non illuminated fascia signs and 1no. non illuminated totem sign. The Quarry Westerleigh Road Westerleigh South Gloucestershire
 - (vi) [P26/02129/F](#) Change of use of residential ancillary outbuilding (Class C3) to an aesthetics salon (Class E) as defined in the Town and Country Planning (use class order) 1987. Rose Cottage 1 The Hollows Coalpit Heath South Gloucestershire BS36 2UT
 - (vii) [P26/02188/F](#) Installation of replacement sewerage treatment plan, with outflow pipe and soakaway (Resubmission of P26/00790/F) Coalpit Heath Cricket Club Ram Hill Coalpit Heath South Gloucestershire BS36 2TT
 - (viii) Update on appeal [P25/02534/O](#) Land East of Coalpit Heath application.

- (ix) Update [P24/02941/O](#) Land East of Park Lane application (committee date pending).

FINANCE

7. To NOTE end of September 2026 Financial documents: Statements & Reconciliations, receipts (*circulated*)
8. To NOTE all payments made in September 2026 in line with Financial Regulations (*circulated*)
9. To APPROVE accounts for payment October 2026 (*circulated*)
10. To consider and APPROVE any Grant Applications including:
 - (i) Great Western Air Ambulance Charity - £8,800 (missions x4) – (*circulated*)
11. To APPOINT Internal Auditor for 2026/27 and 2027/28 financial year, considering competence and independence.
12. To NOTE receipt of second precept instalment from South Gloucestershire Council 30.09.2026 £ 51,179.50
13. To NOTE update on South Gloucestershire Council Special Expenses/ Local Choice Policy and progress with service transfer for 2027/28. Take any required DECISION.
14. To RECEIVE and take a DECISION on any other finance matters
 - (i) To APPROVE purchase of four sets of replacement defibrillator pads – total cost (4 x £104 + VAT) **£416** + VAT (£83.20)
 - (ii) To APPROVE proposal for Swift Sports Christmas Party 24.12.2026 – total cost **£525** (from Says Court Solar Farm community benefit fund).
 - (iii) To CONSIDER proposal to purchase and donate A-board sign for Westerleigh Village Hall to aid car park management – total cost (A1 board £ 94.95 + poster £12.25 +VAT) **£107.10** + VAT (£21.44)
 - (iv) To CONSIDER quotations for war memorial cleaning and APPROVE. (*circulated*)
15. To RECEIVE Parish Councillor Reports and any other Reports – written submissions, taken as read with questions taken as necessary

ITEMS REQUIRING A RESOLUTION

16. 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
 - (i) CONSIDER how to progress options for reducing speeding/ improving safety on Henfield Rd and surrounding roads.
17. To NOTE progress with the South Gloucestershire Council A432 active travel project and take a DECISION on any required actions
 - (i) To NOTE update on safety issues raised with project team – Down Road junction and others
 - (ii) To NOTE impact on A432 verges included in Localism Contract (current contract 01.04.2024 – 31.03.2027). APPROVE request to South Gloucestershire Council to amend maps and update contract from 01.04.2027.
 - (iii) To NOTE planned removal of A432 verge adjacent to Woodend Rd and required relocation of WCHPC dog bin.
 - (iv) To NOTE public drop-in session on 19.10.2026 4pm – 6pm at the Manor Hall re works commencing on Beesmoor Road to Frog Lane section w/b 26.10.2026.
18. To NOTE update on joint blister pack recycling scheme with Frampton Cotterell Parish Council and take a DECISION on any required action

19. To REVIEW usage of parish bin at Woodend Rd/ Rose Oak Lane junction and consider proposal to fund additional weekly empty (Mon) or alternative options – cost of additional empty £227.16 p.a.
20. To NOTE update on replacement basketball court project at Westerleigh Playing Field and APPROVE options/ format/ timetable for public consultation. (*circulated*)
21. To DISCUSS and APPROVE actions to promote [South Gloucestershire Council digital skills support](#) locally
22. To nominate two representatives to lay Remembrance wreaths at St Saviours Church & Westerleigh Triangle (Sunday 8th November 2026)
23. To discuss any required CONSULTATIONS and COMMENT as necessary:
 - (i) **PT.9060** Remembrance parade - application for the temporary closure of roads surrounding Westerleigh triangle and war memorial 10.45 – 11.15am Sun 8 Nov 2026

ITEMS TO NOTE

24. To NOTE progress of South Gloucestershire Highways review re speeding in Westerleigh (from Shorthill Road to the Nibley Lane junction)
25. To RECEIVE an update on North of Lyde Green site meeting with Places to People – held on Wednesday 23rd September, 6.30pm at Westerleigh Village Hall
26. To NOTE Cllr McCullough will attend Parisis Path (Blackberry Park) ribbon-cutting ceremony (Saturday 7th November 2026, 10.30am)
27. Correspondence/Communication with Westerleigh & Coalpit Heath Parish Council:
From South Gloucestershire Council:
 - **Mon 19 October – Fri 23 Oct 2026 (5 nights) overnight closure of Badminton Road between the Coalpit Heath Viaduct and the Beesmoor Road/Roundways junction for resurfacing works.** 8:00pm to 6:00am. A diversion route for all vehicles, including HGVs, will be in place (access for residents from north or south depending on progress). Pedestrian routes will be temporarily closed.
28. To NOTE items considered urgent by the Chairman
29. 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.
 - (i) To RECEIVE update on land purchase enquiry response (exempt)
 - (ii) To consider & APPROVE the annual rent review for Bitterwell Chalet (exempt) - *circulated*
 - (iii) To consider & APPROVE the annual fishing licence fee from April 1st 2027 (exempt) - *circulated*
30. Dates of future Parish Council meetings
 November 2nd Finance & General Purposes Committee Meeting 7pm Red Brick Annexe, Manor Hall
 November 9th Full Council Meeting 7pm Manor Hall, Newman Room
 December 14th Full Council Meeting 7pm Westerleigh Village Hall

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