

WESTERLEIGH PARISH COUNCIL
MINUTES OF THE MEETING OF ENVIRONMENT & LEISURE COMMITTEE
21st JULY 2014
HELD AT MANORHALL, COALPIT HEATH

Present: Councillors: J Butler, D Boulton, J Wright, A Gibbs, A Fay, E Carey, D Lee,
Officer – F Thornton Clerk/RFO

1. **Apologies for absence**

Cllr P King,

2. **Declarations of Interest under The Localism Act 2011**

None

3. **To approve minutes of the meetings held 23rd June 2014**

Decision: proposed by Cllr E Carey and seconded by Cllr D Lee to approve the minutes. Agreed by all. The minutes were signed by the Chair.

4. **Matters Arising**

None

5. **Bitterwell Lake**

a) **Committee to discuss refurbishment works – update from Councillors appointed to oversee works**

Works to the main banks are now completed. Finishing works of general tidying and making good are all that is left to carry out.

b) **Committee to discuss planning permissions re: potential café area/building**

Details of three possible buildings were circulated along with planning application fees details.

Decision: Clerk to obtain prices for a log cabin which includes toilet facilities (2x2.2mtr) as well as disabled access.

c) **Committee to discuss Chalet Lease**

Two options were discussed; one for council to carry out the refurbishment works and then re-let the chalet or two, let the chalet 'as seen' and allow the tenant to carry out the works.

Decision: Proposed by Cllr D Boulton and seconded by D Lee that the Chalet be let to Mr T Smith commencing 1st August 14 at the existing rent of £395 per month. This shall be a short hold tenancy agreement (initially for one year) to be arranged by an accommodation letting agent. A deposit of six weeks rent shall be payable and securely deposited by Council. Council shall manage the rental themselves and not commission a serviced let.

Council shall replace the existing extractor fans, with the rest of the work being costed by the tenant. Due to the summer recess the Clerk shall circulate the costs of these works to council members for approval for payment. The tenant shall carry out the labour works as council will be providing the materials. Council shall also provide a skip.

Vote: 6 in favour, 1 against. Motion carried.

d) **Committee to discuss lease of fishing rights**

The current lease expires on 31st October 14 and states:-

2. Duration

This Licence is to continue for a period of one year but if the Licensee is desirous of taking a new Licence Agreement in respect of the Fishing Rights for a further period of 4 years from the expiration of the period of this Agreement and shall not less than three months and not more than six months before the expiration of that period give to the Council notice in writing of such desire and if the Licensee shall have observed and performed the conditions specified in the Second Schedule then the Council will enter into an Agreement with the Licensee in respect of the Fishing Rights for a further period of four years to commence from the expiration of the period of this Agreement on payment of a sum (being a sum not less than the sum payable under this Agreement) to be agreed in writing between the parties not less than three months before the expiration of that period as the then current annual market

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rental value of Fishing Rights subject to the same conditions as are contained in this Agreement except for the provisions for renewal.

Mr Smith has requested to extend the lease for a further 7 years.

Decision: Proposed by Cllr D Boulton and seconded by Cllr E Carey that the lease be extended by a further 7 years.

Vote: 6 in favour, 1 abstention. Motion carried.

Mr Smith, who was in attendance gave a verbal update **as to his works in the community and working alongside special groups. He has also secured building materials from the Frenchay hospital site for use at Bitterwell Lake.**

6. Committee to receive update to website build

A mock up template of the site has been circulated. Draft narrative for site is completed.

It is envisaged that within the next two weeks a test site will be available and training will be arranged.

Site should go live mid-August depending on domain name choice.

Payments due:- The 1st invoice (25%) will be due once the site is built and on the test site and the second (25%) before we go live

Can all councillors submit to the Clerk a 30 word description of themselves

Decision: proposed by Cllr D Bouton and seconded by Cllr E Carey that 'westerleighparishcouncil.org.uk' is the domain name of choice. It was further agreed that the payments will be made during the summer recess to avoid any delays. Agreed by all.

7. Committee to discuss future youth provision within the parish, to include

No update to report

8. Committee to comment on planning applications

Manor Hall Henfield Road Coalpit Heath

Installation of a disabled access ramp to the North West elevation.

PK14/2662/F/ PK14/2498/LB

Decision: No objection

9. Committee to approve payments

| <u>Payee</u> | <u>Description</u> | <u>Gross (£)</u> | <u>Net (£)</u> |
|---------------------------------------|------------------------------------|------------------|----------------|
| Head Groundsman | Fell trees as per quotation | 870.00 | 870.00 |
| Consortium | Stationery | 42.01 | 35.00 |
| Steve Ball Recycled Aggregates Ltd | Screened soil | 240.00 | 200.00 |
| South Glos Council | Council tax Chalet | 114.91 | 114.91 |
| Wessex Water | Rates Chalet | 21.14 | 21.14 |
| Head Groundsman | Grounds maintenance contract | 952.22 | 952.22 |
| Mediatube | 2 nd instalment website | 720.00 | 600.00 |
| Mediatube | final instalment website | 720.00 | 600.00 |

Decision: proposed by Cllr D Lee and seconded by Cllr D Boulton . Agreed by all the payments were approved.

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10. Items of Report

(Items can be discussed but members can make no decisions – a council cannot lawfully decide any matter which is not specified in the summons.)

1. Night Bus

“Since First started operating Service N47 in April 2014, we have received a lot of feedback from customers regarding the fares and tickets that are available.

As you will be aware First introduced a new fare structure from 6 July 2014, which affected fares in the Bristol Outer Zone, with many single fares reducing in price.

The main complaint we receive with Service N47 is that customers wishing to enjoy a night out in Bristol need to purchase a single ticket into Bristol, which is a maximum of £4.50 (previously £5.10) and then purchase a further £4 single to return on Service N47. This makes a return journey between Yate and Bristol £8.50.

I would like to propose that standard fare chart is introduced on Service N47. The only negative to this is that the single ticket for some customers will increase to £4.50. However, the following positive changes would also apply:

First Night Inner Zone tickets valid

First Day Inner Zone tickets valid

First Day Outer Zone tickets valid

All other appropriate period tickets would also become valid.

The above means that the return journey of £8.50 referred to will reduce to £6, as customers could purchase a £6 First Day Outer Zone ticket.

Service N47 would also provide an attractive alternative to Service 48 for those customers travelling to Bromley Heath and Downend”.

Cllr J Butler reported that the general consensus was agreement to this proposal

2. Cllr J Wright reported that M Crompton had called a meeting this evening (as the conservative party) at Henfield Hall to discuss the planning application at Henfield Paddock with local parishioners.

3. Cllr J Butler reported from the recent Henfield Hall committee meeting- - questions were asked as to the closure of the side gate at Bitterwell Lake and youths driving in the car park at Henfield Hall

11. Date of Next E&L Committee Meeting – 22nd September 2014

Signed

Date: 22 Sept 2014