

WESTERLEIGH PARISH COUNCIL  
MINUTES OF THE MEETING OF ENVIRONMENT & LEISURE COMMITTEE  
25<sup>th</sup> July 2016  
HELD AT MANORHALL, COALPIT HEATH

**Present:** Councillors: CLLRS B TAYLOR, J BUTLER, A FAY, M CRUMPTON, A GIBBS  
Officer – F Thornton Clerk/RFO

**1. Election of Chair**

Cllr J Butler was proposed by Cllr B Taylor and seconded by Cllr A Fay

**Decision:** Cllr J Butler was duly elected Chair

**2. Election of Vice Chair**

Cllr M Crumpton was proposed by Cllr B Taylor and seconded by Cllr A Fay

**Decision:** Cllr M Crumpton was duly elected Vice Chair

**3. Apologies for absence**

None

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

Cllr A Fay declared an interest in agenda item 13

**5. To approve minutes of the meetings held 25<sup>th</sup> April 16**

**Decision:** proposed by Cllr M Crumpton and seconded by Cllr B Taylor, agreed by all.

**6. The Pound**

**a) committee to consider quotations for clearance works**

Quotations were received from

CPS Grounds Ltd £336 with 3 further visits per year of £56 per visit to apply herbicide

Head Groundsman £338 with 3 visits per year thereafter £168

C Belcher £758

**Decision: Proposed by Cllr J Butler and seconded by Cllr M Crumpton that CPS Grounds Ltd carry out these works.**

**b) land registry information relating to the Pound**

The Clerk reported that the Council have registered The Pound under title deed GR371511. A caution was registered GR380413 and land registry removed the area of the Pound from this caution. Since the removal of the Pound from this caution the cautioner has withdrawn the caution and its title was closed on 3<sup>rd</sup> June 2016.

**7. Permission to keep dog at Chalet**

The Clerk circulated an email from Mr T Smith making a formal request to keep a dog at the Chalet at Bitterwell Lake

**Decision: Proposed by Cllr B Taylor and seconded by Cllr A Gibbs that Mr T Smith is given formal permission to keep the dog at the Chalet, in accordance with his lease. Agreed by all.**

**8. Fenced off children's play area attached to Manor Hall – update**

Cllr J Butler reported 3 quotations have been obtained and the trustees have also looked at other websites but can only find one company that can provide the type of equipment that can suit such a limited space.

Cllr J Butler asked Council to agree a budget figure so they can pursue a full quotation from the preferred contractor. G B Sport quoted £21,500 Play Quest could only quote for limited equipment at a cost of 12,500 Cllr M Crumpton suggested the Trustees find out who had provided the Kingsgate site as it was very good.

**Decision: Proposed by Cllr M Crumpton and seconded by Cllr B Taylor that a budget provision of £18,000 is agreed. Cllr M Crumpton asked for a final specification be forwarded to Councillors for information purposes.**

**Committee agreed that the original decision taken by council would continue; in that it was agreed that Council would take responsibility of this site, once it was in existence.**

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**9. Community Noticeboard at Manor Hall – committee to consider revised quotations**

Quotations were received from

Greenbarnes Ltd £421.59 ex vat

Noticeboard Company £749 ex vat

Fitzpatrick Woolmer £560 ex vat

The Clerk reported that following on from the last meeting whereby she mentioned the wall was possibly listed curtilage of the main building; this is in fact correct. Therefore the Manor Hall Trustees will need to apply for listed building consent.

Cllr M Crumpton suggested that the Trustees try and get consent for the original preferred size of 8 x A4. Committee were in agreement to this larger board.

Cllr J Butler will ascertain if there is a planning fee associated with this consent, and if so, the Council will reimburse the Trustees.

**Decision: Proposed by Cllr M Crumpton that Greenbarnes Ltd are the preferred contractor, seconded by Cllr B Taylor, agreed by all. Clerk to circulate revised costings for information and is awarded delegated authority to place the order.**

**10. Bitterwell Lake/Newman Field**

**a) Committee to discuss retention of existing gate at top of car park/access to Newman Field - see minute reference 6. E&L Committee minutes 25<sup>th</sup> April 16**

**Decision:** proposed by Cllr J Butler that the gate remains and quotes are obtained for repair/replace the gate and tidy up the area in general. Seconded by Cllr M Crumpton. Agreed by all.

Grass cutting of Newman Field – cutting back at gate is not being done correctly. Clerk to contact contractor.

**b) Committee to consider and decide on the provision of toilet facilities - Cllr A Fay**

Cllr A Fay - toilets are a necessity to provide decent facilities for the fishermen, who are paying towards the upkeep of the lake, and to encourage other parishioners to visit the lake and to use Newman Field.

**Decision: committee were in general agreement with the proposal. Councillors to bring to the next meeting proposals for discussion.**

**c) Any other matters appertaining to the Lake**

None

**d) Committee to consider tree planting at Newman Field/signage to Newman Field – Cllr A Fay**

Cllr A Fay:-The Newman Field is at present very under used. It is a very bland open space with a small, but interesting, play area plus a zip wire.

My proposition is to plant some trees to lessen the openness and improve the biodiversity.

Also, looking ahead, when ash dieback hits us, many of the present trees in the surrounding hedges will be wiped out, leaving even less tree interest. The best place to plant trees would be adjacent to the neighbouring wood to produce continuity, but the proximity of the zip wire precludes this. Alternatively, a band of trees running along the far side hedge, with possibly a path left behind them to add interest for people walking in the field, would seem to be feasible. I am contacting the Woodland Trust who may help us as they are keen on people planting community woodlands.

**Decision: Cllr A Fay to investigate further and bring back to next meeting.**

There is no signpost indicating Newman Field exists. Raising the profile might encourage more use of the facilities.

**Decision: Signposts needed at Crossroads on Badminton Rd, bottom of Ram Hill and outside by Henfield hall. Clerk to ascertain costings. Contact SGC if change the Bitterwell signs to one sign for both facilities. Sign from Lake to Newman Field play area also required. Small sign on top end gate of car park to indicate a recreation area.**

**11. Committee to discuss Road Closure request – remembrance service Westerleigh**

The Clerk reported that 3 no. diversion signs and 3 no. road ahead closed signs would be required at a cost of £32.90 each, plus barrier to bar entrance at point of closures

**Decision: Proposed by Cllr J Butler and seconded by Cllr A Fay that Council purchase 3 diversion signs, 3 road ahead closed plus three high viz large tabards. Clerk to obtain agreement of Church to**

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25<sup>th</sup> July 2016

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take responsibility of the signage and the storage thereof. It was further agreed that it should be the Church responsibility to apply for road closure. Agreed by all

12. **Committee to consider refuse bin request – Badminton Road/Badminton Carvery – Cllr M Crumpton**  
Cllr M Crumpton outlined the need for a bin. There are no such facilities at this end of Badminton Road and there is a lot of rubbish at this spot.  
**Decision: Proposed by Cllr M Crumpton and seconded by Cllr B Taylor that the bin is purchased and fitted. Cllr M Crumpton to provide exact location. Agreed by all.**
13. **Committee to consider councillor attendance at ‘Negotiate a better outcome in Planning’ on 26.09.16 £95 – Cllrs G Jancey/A Fay**  
**Decision:** Cllr M Crumpton proposed that Council should pay 50% of the costs to allow the councillors to attend. Cllr B Taylor seconded this. Cllr A Fay did not take part in the discussion or voting of this item. Agreed.
14. **Youth Provision**  
a) **JPYFSG – Cllr M Crumpton attended last meeting on 02.06.16 where it was resolved to re-launch the Forum, next meeting 20.10.16**  
b) **Management Arrangements for Youth Services (Frampton, Winterbourne, Westerleigh Parish Councils)**  
**Decision:** committee were satisfied with these proposed arrangements.
15. **Library Summer Reading Challenge – Cllr M Crumpton**  
Cllr M Crumpton reported that she had spoken to the local head who would give feedback as to how many children had attended, what they had gained from it etc. Cllr M Crumpton asked if Friends of Manor School put in a grant application for help towards the school library, would council consider the application. Any such application will be considered by the Finance & GP Committee at its meeting in November.
16. **Committee to consider requesting help from Avon Wildlife Trust for monitoring and maintenance of wildlife sites within the parish**  
Cllr J Butler reported that SGC will not be carrying on this monitoring and that it was suggested that this should be carried out at parish level.  
Cllr B Taylor suggested we establish what sort of monitoring has taken place over the years.  
Cllr A Fay had previously provided a list of sites which should be monitored within the area.  
**Decision: Clerk to contact Avon Wildlife Trust for any assistance in this. Also contact SGC what monitoring, if any, has been done on these sites.**
17. **Committee to agree valuation cost of Manor Hall**  
The Clerk reported the cost shall be £150 plus VAT for an insurance valuation. To be carried out by David James and Partners  
**Decision: Proposed by Cllr B Taylor and seconded by Cllr M Crumpton that committee commission this valuation. Agreed by all.**
18. **Committee to note revised cost by SGC for resurface of Pansy Vale track**  
The revised cost by is still not available due to a software error.  
**Decision: Clerk reported that due to technical difficulties SGC have been unable to provide a revised quotation as there is an uplift to be added wef April 16.**  
**Decision: Cllr B Taylor proposed Council would agree to an uplift of up to 5% on this quotation. Seconded by Cllr A Fay. 4 in favour. 1 abstention**

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**19. Committee to note that following the ROSPA inspections of Westerleigh Play Area and Newman Field Play Area there are no actions required.**

Noted

**20. Payment of Account**

Payee	Details	Gross £	Net £	VAT £
South Glos Council	Councillor courses	210.00	210.00	0.00
Hands Property Maintenance	Empty dog/litter bins July	435.00	435.00	0.00
Head Groundsman	Grounds maintenance July	865.00	865.00	0.00
F Thornton	Office expenses July	102.83	102.83	0.00

**Decision:** proposed by Cllr B Taylor and seconded by Cllr A Fay to approve the payment of account. Agreed by all.

**21. Date of next meeting – 17<sup>th</sup> October 16**

Signed .....

Date: