

WESTERLEIGH PARISH COUNCIL  
MINUTES OF THE MEETING OF ENVIRONMENT & LEISURE COMMITTEE  
27<sup>th</sup> JULY 2015  
HELD AT MANORHALL, COALPIT HEATH

**Present:** Councillors: B Taylor, J Butler, D Boulton, S Blackmore, A Gibbs, G Jancey, M Crumpton, C Nicholls  
Officer – F Thornton Clerk/RFO

**1. Appointment of Committee Chair**

Cllr J Butler was proposed by Cllr D Boulton and seconded by Cllr B Taylor  
All in favour. Cllr J Butler was duly appointed

**2. Appointment of Committee Vice Chair**

Cllr B Taylor was proposed by Cllr G Jancey and seconded by Cllr D Boulton  
Cllr M Crumpton was proposed by Cllr A Gibbs and seconded by Cllr C Nicholls  
Vote: Cllr B Taylor 3 in favour, Cllr M Crumpton 4 in favour  
Cllr M Crumpton was duly elected vice chair.

**3. Apologies for absence**

Cllr A Fay

**4. Cllr B Sheppard Iron Acton Parish Council to address council on the highways concerns your council may have with Beech Hill Farm Westerleigh**

Did not attend

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

Cllr J Butler declared a personal interest in agenda item 12 re: CIO status of Manor Hall  
Cllr C Nicholls declared a pecuniary interest in planning application PK15/3118/PNVE  
Cllr G Jancey declared a personal interest in planning application PK15/3118/PNVE

**6. To approve minutes of the meeting held 23<sup>rd</sup> March 2015**

**Decision:** proposed by Cllr D Boulton and seconded by Cllr J Butler to approve the minutes. Agreed by all. The minutes were signed by the Chair.

**7. Matters Arising**

Boundary Stone – Clerk to ask C Belcher to dig hole as P King is no longer on the Council and Cllr A Gibbs will move the stone into position.

**8. Bitterwell Lake**

**a) Committee to discuss quotations – ground work for the café**

The Clerk had asked NPH and Ground Tec Ltd to quote. One quotation has been received.  
Cllr G Jancey has obtained quotations for the installation of the electricity cable (only) to the site which is estimated at £7080. [He has ascertained cable sizing and the necessary calculations have been made to verify this] The cable would need to be ducted  
There is a question over the electricity supply itself, as it was a temporary supply and the cost of this installation a number of years ago was approx. £2800.  
Total cost is estimated as at least £9000 for the electricity cable and supply alone. Discussions did take place as to alternative routes to bring in the power supply but they were still considered too costly or impracticable when factoring in the archaeological planning requirements.

The Clerk circulated 'participation accounts' supplied 27<sup>th</sup> July 15 by Mr T Smith

It was questioned as to whether the whole of the project was sustainable with the lack of a business plan. Council would need to look at the total cost and review the payback period of a project. Three years was the suggested length of time of recovery. Set up costs are also a problem.

In accordance with standing orders 38 Cllrs M Crumpton, G Jancey, B Taylor, C Nicholls, A Gibbs, J Butler, D Boulton S Blackmore moved by special resolution to revisit the decision taken to purchase and install a café building at Bitterwell Lake

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**Decision: Cllr B Taylor proposed that the council do not purchase a café building and therefore do not go ahead with the installation. This was seconded by Cllr M Crumpton. All in favour. Motion passed.**

**b) Committee to discuss working group notes**

The finishing of the paths and the car park needs to be carried out. As Council are not going to be spending money on the cafe it could use it to finish the paths and disabled access (not the car park) rather than waiting for Terry to do it, hence Cllr Jancey was asked to investigate.

**Decision: proposed by Cllr M Crumpton and seconded by Cllr B Taylor that Cllr G Jancey to advise the most appropriate surface for these paths and obtains all the necessary information. All in favour. – September agenda.**

Discussions took place regarding works at the Chalet and the request was made for an inspection to see that the works commissioned have been completed.

**Decision: Cllr A Gibbs proposed David James carries out this inspection and Cllr M Crumpton seconded this. All in favour.**

**Proposed by Cllr J Butler that a list is drawn up of the works carried out to show firstly whether the chalet is fit for habitation and secondly that the monies spent have been used in the manner in which they were purported. Seconded by Cllr M Crumpton. All in favour.**

**9. Committee to discuss and agree Chalet Tenancy Agreement**

The current tenancy agreement is a Shorthold tenancy, which was initially for a period of one year. As of the first of August this tenancy can be rolled over whereby the terms and conditions remain unchanged.

Side gate closure was discussed and agreed that on safety grounds it should remain this way.

Committee noted that an extension of garden curtilage had taken place.

Business selling on the lake of rods, bait and other fishing tackle was discussed with the wish to regularise this activity with the planning authority

Finally, it was noted that the gates to the site are open from dawn until dusk and if any nighttime fishing takes place the gates are opened to allow participants to enter but are then kept closed throughout the duration.

**Decision: Proposed by Cllr M Crumpton that the existing lease to roll over with a reminder that it is a private tenancy with no business use within the curtilage of the chalet. The Tenant be informed to reinstate the garden curtilage to its original position.**

**Council to apply for a Certificate of Lawfulness to sell fishing tackle, bait and associated fishing paraphernalia to ensure that his business is allowed to continue.**

**Seconded B Taylor. Agreed by all.**

**10. Committee to agree Local Green Spaces submissions**

Cllrs B Taylor and J Butler have prepared submissions for  
Westerleigh War Memorial and Village Triangle

Westerleigh Pound

Westerleigh Playing Field

Pansy Vale

Ram Hill Colliery

Ivory Hill Wood

Bitterwell Lake/Newman Field

Fields to rear of Roundways

Cllr M Crumpton has prepared notes in relation to Woodlands Farm.

**Decision: Clerk to make these submissions**

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**11. Committee to discuss play areas within parish and identify any repairs and renewals (see annual safety inspection reports)**

Cllr A Gibbs had photographed wear and tear of the safety surface along with a damaged net to the basketball hoop and a bin which was no longer in the correct position.

**Decision: Clerk to get temporary repair to get this made safe and then to look at the bigger picture. Agenda at future meeting once councillors have surveyed all the local amenities under their control. A working group regarding play areas be set up and introduce a strategy for the future management of provisions.**

**12. Committee to discuss CIO status in relation to Manor Hall**

Dick Whittington WERN has emailed the clerk as follows:-

‘A couple of people have rung me to check what I said about the assets transferring to the prospective CIO. In short, if the Trust converts to COI then my understanding is that its current assets would transfer automatically. That would include the LEASE from the parish council, but NOT the FREEHOLD.

I may have inadvertently confused some people by talking about a possible future transfer of sale of the Hall from the Parish Council, but that’s a quite separate issue.’

Cllr M Crumpton discussed the scenario and wished to see assurance as to whether a new lease should be drawn up. It was agreed that the correct legal advice would be available at the time. Cllr M Crumpton asked that this matter would not be decided upon at the forthcoming AGM of the Manor Hall Trustees.

Cllr J Butler gave the assurance that this would not be decided at the AGM as the trustees were not in a position to decide on it at the AGM

**13. Trees to rear of 1 Park Lane – committee to consider quotations for works**

Quotations were received from TreeTimmers, TibbsTrees and Ash Trees

**Decision: Cllr G Jancey proposed Council accept the quotation from Tree trimmers. Cllr B Taylor seconded this. All in favour**

**14. Track at Pansy Vale – committee to consider quotations for works**

Only one quotation has been received although three contractors have visited the site.  
Item deferred until September

**15. Comment on planning applications**

Oakley Green Farm Oakley Green Westerleigh  
Display of 2no. non-illuminated (Tulip) signs (Retrospective).  
PK15/3019/ADV **Decision: No objection**

Mafeking Hall Ram Hill Coalpit Heath Bristol South Gloucestershire  
Prior notification for the proposed change of use of a building and any land within its curtilage from Class D2 (Assembly and Leisure) to Class T (State Funded School or Registered Nursery) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended).

PK15/3118/PNVE **Decision: No objection**

Ram Hill Coalpit Heath South Gloucestershire BS36 2TX  
Erection of a single storey extension to facilitate change of use of stone barn from agricultural use to office use (Class B1) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). (Resubmission of PK14/5036/F)

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PK15/3185/F **Decision: No objection with the proviso that the business statement is adhered to in relation to potential traffic movements**

Athelstan House Oakley Green Westerleigh South Gloucestershire  
BS37 8QZ  
Erection of agricultural building for the storage of machinery and fodder

**PT15/3036/F**

**Decision: OBJECTION on the grounds of the size of the structure. This is a private dwelling, not agricultural land therefore the size and shape of the building is not in keeping with the suggested use of the land.**

The Woodlands Ram Hill Coalpit Heath Bristol  
Works to various trees as stated in the submitted schedule of works covered by SGTPO 27/14 dated 4th November 2014  
PT15/2955/TRE

**Decision: Defer to tree officer advice**

**16. Committee to approve payments**

<u>Payee</u>	<u>Description</u>	<u>Gross (£)</u>	<u>Net (£)</u>
Head Groundsman	Grounds maintenance contract	824.00	824.00
Hands Property Maint,	Litter bin/dog bin empty	348.00	348.00
Manor Hall	Room Hire	104.00	104.00
Consortium	Office supplies	59.87	49.89
Npower	settlement of account re: aerators	285.66	285.66
Absolutely PC	website domain hosting	144.00	120.00

**Decision: proposed by Cllr G Jancey and seconded by Cllr D Boulton agreed by all, the payments were approved.**

**17. 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. Bailey Court school have asked to use Ivory Hill wood – Cllr J Butler suggested use of the small area of woodland at Ram Hill Colliery.
2. CPRE AGM 27<sup>th</sup> August at Camers Old Sodbury
3. Rubbish in ditch by Westerleigh Crematorium
4. Layby at Nibley still full of rubbish

18. Date of Next E&L Committee Meeting – 19<sup>th</sup> October 2015

Signed .....

Date: