

WESTERLEIGH PARISH COUNCIL
MINUTES OF FULL COUNCIL MEETING
10th April 2017
Westerleigh Village Hall

PRESENT:

Councillors: B Taylor (Chair) , J Butler, A Gibbs, A Fay, S Blackmore, T Clark, P King,
Officer: Locum Clerks: S Simmons
District Councillor C Young

PLEASE NOTE: IN ACCORDANCE WITH COUNCIL MINUTE ITEM 1910 THIS MEETING MAY BE RECORDED AS AN AIDE MEMOIRE UNTIL SUCH TIME THE WRITTEN MINUTES ARE APPROVED. THIS RECORDING WILL THEN BE DELETED. [Ref: standing orders item 3j]

2112. Council to approve the appointment of temporary Clerk(s) to cover the post of Parish Clerk and Responsible Finance Officer during the extended absence of the current post holder.

The proposal is to engage the services of S Simmons & E Weightman as Locum Clerk cover. S Simmons is not a qualified Clerk, E Weightman is qualified for any legal matters arising. Services to be invoiced on a self-employed basis.

Proposed B Taylor Seconded J Butler Agreed unanimously

2113. Apologies for Absence

Cllrs M Crumpton, D Boulton

2114. Declarations of Interest under The Localism Act 2011

None

2115. Reports from South Gloucestershire Councillors on matters relating to the parish PLUS extra bit

Report from Claire Young - Councillor – Westerleigh Ward- for Westerleigh Parish Council for April 2017

Planning issues

Jorrocks House

Between the site visit and the committee meeting the applicants lowered the height of the building by 1.2m. The committee voted 7-6 to approve the application.

River Frome Flood Risks

At the Environment Agency drop-in on River Frome flood risks in March, I asked them to make the exhibition materials available online for those unable to attend. They have now done so:

<https://www.gov.uk/government/publications/yate-and-chipping-sodbury-reducing-the-risk-of-flooding>

Highways schemes

At the recent Environment and Community Services committee meeting, we approved the highways schemes to be implemented in 2017/18, including the following in Westerleigh Parish:

* A432 Cuckoo Lane, Westerleigh – northbound cycle lane improvements

* Ram Hill, Henfield – 20mph speed limit

Information regarding the above schemes will be handed over to the Design team in the next few weeks to enable them to design and carry out consultations on scheme proposals.

We also approved the Investigation Schemes for 2017/18, including an investigation into a cycle path from Henfield crossroads to the Science Park.

Noise from electrification work

In the last week of March, there were complaints of loud noises coming from the railway keeping people awake at night. Network Rail were carrying out piling work as part of the electrification of the railway. I contacted them to express concern that residents had not been notified in advance and asking that this happens before any future work. I was informed that they had sent letters to people within 250m of the work but the noise carried considerably further than this. They are looking at expanding the area notified in future.

82 bus

Alan Barrett of First Bus attended Dodington Parish Council on Wednesday to give councillors and parishioners there an update on the problems affecting the 82 service. He said that at the end of April they would be transferring responsibility for running the 82 service to the team that currently runs the more reliable 46 and 47 Yate to Bristol services. It is hoped this will improve reliability. He also said that once they have resolved the reliability issues they would look again at the possibility of extending the service to Chipping Sodbury and beyond, as it was before the cuts last September.

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Winterbourne International Academy

A representative of the Regional Schools Commissioner (RSC) for the South West attended Wednesday's meeting of the Children, Adults and Housing Committee of South Gloucestershire Council. I took the opportunity to raise local concerns about the uncertainty caused by the delay in deciding on long term sponsors for Winterbourne International Academy (WIA). I was told that they are waiting to see this summer's exam results. The RSC wants to be sure that Olympus Academy Trust (OAT) and Castle School Education Trust (CSET) have the capacity to provide the support WIA needs without undermining their existing schools. WIA has complex financial liabilities, so it's important too that OAT and CSET have the time to carry out proper due diligence. I did not however get a response to my question about a report in the Bristol Post making allegations about large payouts or about the wider question of how these sorts of issues can be prevented.

Recycling and waste changes

In the summer, South Glos Council will be launching a simplified recycling service, with weekly collections for paper, cardboard, plastics, cans, cartons and glass, alongside the existing weekly food waste collections. You will be able to put all recycling out every week. You will still need to sort your recycling for collection but can choose to use green boxes instead of bags for plastics and cardboard or stick with your existing bags. You will be able to get extra green boxes if you need them.

Once the new service is up and running, your black bin will be replaced with a smaller one, which will still be collected fortnightly. If you have extra needs, you may be able to get extra capacity. More information is available at www.southglos.gov.uk/wastestrategy and there will be roadshows around the area. The council have offered to make short presentations to Parish Councils, if this would be of interest.

Council to revert to Cabinet system From the annual meeting in May, South Gloucestershire will be run by a Leader and Cabinet, rather than by committees. Unlike when we previously had a Cabinet system, when we had a scrutiny committee scrutinising each portfolio, this time we will have a single scrutiny commission of 15 councillors to cover everything. They will be expected to commission 3-6 month task and finish groups to do detailed work.

Member Awarded Funding

Once again this year I will have £3,000 to allocate to community groups or to spend on buying additional services from South Gloucestershire Council.

Chair's Community Awards

On 16th March I was delighted to be able to attend the Chair's Community Awards ceremony, where the work of many volunteers in South Gloucestershire was recognised. Three Parishioners received Long Service Community Awards - Anne and Tony Mouldsdales, for serving on Henfield Hall committee for over 45 years, and Margaret Bracey, for collecting money for the Royal British Legion for over 70 years and her work as a member of the Women's Royal Voluntary Service.

Badminton Road Council office car park extension

This morning I received a briefing note on the council office changes, as most of the staff are moved from Kingswood Civic Centre to the Badminton Road offices at Nibley. Staff will start to move after Easter but the recently published plans to extend the car park will require planning approval. They have provoked some concern from residents living on Stover Road. In the meantime they are arranging for some sites where staff can park and car share for the rest of the journey.

2116. Councillor Reports – written submissions taken as read with questions taken as necessary

- none

2117. Confirm the minutes of the meeting held 6th March 2017

One amendment – P King has sent apologies. Duly noted on file copy.

Proposed by Cllr Butler and seconded by Cllr Gibbs

The minutes were approved and signed

2118. Council to consider any planning applications considered urgent that have been duly posted on South Gloucestershire Council planning list since the last Parish Council's Planning Committee meeting (post 28th February 2017).

<u>Date Notified</u>	<u>Application details</u>	<u>WPC Decision</u>
<u>05.04.17</u>	<u>PT17/1402/F 208 Down Road Winterbourne Down Bristol South Gloucestershire BS36 1AU</u> <u>Erection of first floor rear and side extension to form additional</u>	<u>No objection</u>

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	<u>living accommodation.</u>	
31.03.17	<u>PT17/1189/O Erection of 1no. dwellings (Outline) with all matters reserved. Frome Valley Farm Badminton Road Winterbourne South Gloucestershire BS36 1AW</u>	<u>No objection – other than the land is in the Green Belt</u>
10.03.17	<u>PK17/1099/F Erection of single storey rear extension to form additional living accommodation. 5 Rose Oak Lane Coalpit Heath Bristol South Gloucestershire BS36 2QZ</u>	<u>No objection</u>
09.03.17	<u>PT17/0976/RVC Variation of condition 2 attached to appeal decision APP/P0119/A/14/2228390 of planning application PT13/3642/F to substitute approved elevation plans with plan no's 1562-07 and 1562-08 (retrospective) Woodlands Manor Nursing Home Ruffet Road Winterbourne South Gloucestershire BS36 1AN</u>	<u>Technical issues and variations for Planning Control – nothing to add</u>

2119. Correspondence/Communication with Council

MEETINGS FOR COUNCILLOR ATTENDANCE

<u>MEETING DATE AND VENUE</u>	<u>COUNCILLOR/S ATTENDING</u>
M4 Junction 18a Link Study – 2pm-4pm Thursday 18 th May Cullimore Room, Emersons Village Hall.	Cllr Fay
Joint Cycleway Group meeting Poole Court on Monday 24 th April 2017 at 6.00pm.	Cllrs A Fay, B Taylor
Meeting of South Gloucestershire Local Strategic Partnership. Tuesday, 11 th April, 2017 2.00 pm,	N/A
ALCA - Plain Guide on Planning for local Councillors – Note from Jill Allan – Frampton Cottrell PC Alca are running a Plain Guide on Planning for local Councillors; some of our Councillors are interested in this and would like to have Deborah White provide an in- house course here at the Brockridge Centre. The Course is £200 for in house or £50 per Councillor should they wish to go along to Emersons Green Village Hall on 10 th June. Are any of your Councillors interested in this course, if so we could share the cost? If possible we would ask for the course to be held on a Wednesday evening.	Cllr Fay to send Locum Clerk details of previous course. Clerk to obtain outline of current course.

CORRESPONDENCE FOR RESPONSE

<u>CORRESPONDENCE</u>	<u>COUNCIL RESPONSE</u>
<i>Email sent to Cllrs by Chairman: 22/3/2017 -PT17/0215/O Land East of Park Lane, Coalpit Heath (Woodlands/Blackberry Farm) Options for S106 monies for green/open spaces from Barratts</i>	06.04.17 Westerleigh Parish Councillors have discussed the “Coalpit Heath Recreation Ground” with the same conclusions as in Claire Young's email. We would also support improvements at Coalpit Heath Cricket Club. Whilst Westerleigh Playing Fields are well beyond the 1 km radius, they are probably within a 22 minute drive, and there have been discussions with SGC and Glos Cricket Board about the possible provision of an artificial cricket pitch. The discussions foundered on the costs that would need to be met by WPC, whilst the benefits would be

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	gained by cricket clubs outside the parish. As one of Coalpit Heath CC's teams plays at Westerleigh, there may be some interest in Coalpit Heath CC having an artificial pitch.
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CORRESPONDENCE FOR INFORMATION ONLY

1. Minutes from Judy Law - Environmental Link meeting held 16th March 2017
2. RAM HILL, HENFIELD - 20MPH SPEED LIMIT selected for implementation and has been included in the local transport capital programme for 2017/18 (NM08/2017).
3. Briefing on Waste Collection Service changes – goes live in June 2017.
4. Request to scatter ashes at Bitterwell Lake – responded - no objections so long as agreed with Terry
5. Credit agreement from Alide Hire Services – completed
6. Festival of Archaeology – register with Jane Marley SGC Museums and Heritage Officer
7. TOWN AND COUNTRY PLANNING ACT 1990 – SECTION 247
PROPOSED STOPPING UP OF HIGHWAY AT COALVILLE ROAD, COALPIT HEATH, BRISTOL, SOUTH GLOUCESTERSHIRE, BS36 2QS
8. Parish precept acknowledgment

SOUTH GLOUCESTERSHIRE COUNCIL CONSULTATIONS

CONSULTATION:	COUNCIL RESPONSE
ELECTORAL REVIEW OF SOUTH GLOUCESTERSHIRE: WARDING ARRANGEMENTS Consultation closes 5/6/2017	
Bromley Heath Traffic Management proposals	To be discussed later in meeting

2120. Council to consider a grant application received from Citizens Advice South Gloucestershire. A request for grant funding of £800 to offset expenditure of £146,000 has been received from Citizens Advice South Gloucestershire. For the past financial year they have stated that they have assisted 84 parishioners.

Cllr Butler suggested that this amount had been paid last year and had been built into budget for this year.
Proposed J Butler Seconded P King All in favour.

2121. Finance – approve payment of accounts.

TO WHOM PAID	DETAILS	FINANCE	ENV & LEISURE	TOTAL PAYMENTS	VAT
		£	£	£	£
KONICA MINOLTA	PHOTOCOPYING PRINTS 27.10.16 - 26.01.17	30.19		30.19	5.03
CPRE	MEMBERSHIP	36.00		36.00	

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MANOR HALL	ROOM HIRE	54.00		54.00	
INFO COMM OFFICE	DATA PROTECTION REGISTRATION 2017 / 18	35.00		35.00	
WESTERLEIGH VILLAGE HALL	ROOM HIRE	20.00		20.00	
SOUTH GLOS COUNCIL	NIGHT BUS CONTRIBUTION	588.10		588.10	
BANES	PENSION CONTRIBUTIONS	125.25		125.25	
HMRC	TAX NI DEDUCTIONS	53.16		53.16	
MRS F THORNTON	SALARY	843.73		843.73	
YATE TOWN COUNCIL	MEETING ADMIN COST	403.02		483.62	80.6
SOUTH GLOS COUNCIL	QUARTERLY AMENITY GRASS CUTTING		387.39	464.87	77.48
HANDS PROPERTY MAINTEN- ANCE	EMPTYING LITTER BINS		435.00	435.00	
PA SAWYER	FENCING AT BITTERWELL		1,450.00	1,450.00	
NPOWER	LAKE AERATOR ELECTRICITY SUPPLY		22.93	24.08	1.15
ST SAVIOURS	GRANT FOR BOILER	1,500.00		1,500.00	
ALIDE HIRE SERVICES	TOILET HIRE BITTERWELL		92.00	110.40	18.40
	TOTAL FOR MONTH	3,658.26	2,387.32	6,223.21	177.63

Proposed by Cllr Blackmore and seconded by Cllr Clark all in favour- The above payments were approved.

2122. Progress report regarding Bitterwell Lake licence and relating facilities and activities – Cllr Butler

Following discussions at the E&L meeting in February it was agreed that the Parish Council would take back payments for the electricity supply to the aerators at the Lake, take over payments for the current portaloo in anticipation of our providing a permanent toilet, and have the gate and fencing between the Lake and Newman Field replaced.

These have all been completed, with Terry having cleared the accumulated junk from the area by the gate beforehand.

It was also agreed that the PC will provide a public waste bin to be sited close to the existing commercial bin, with Terry taking responsibility for emptying the former into the latter as necessary. This will hopefully alleviate the problem of litter being left on the floor beside the locked commercial bin. **As Vernon didn't progress this the current Clerk will pick this action up.**

We also agreed to support restricted access to the lake for one day a week, currently Tuesdays, for competitions, with proper signage to be supplied for the gate area and for the barriers. This is also to be clearly advertised on Bitterwell's website as well as the Parish Council's. **Cllr Crumpton** had some ideas for these signs so was asked to provide suggestions – as we are currently not holding E&L meetings I've asked her to bring them to full council.

Once we've agreed draft designs they'll need to go to Terry for his approval as well.

2123. Council to consider quotations for repairs to Henfield Hall Car Park.

Notes from V Anderson: Mr David Boff, SGC Highways Engineer has reported that he has had an initial look at Henfield Hall car park and has attached a quotation with two options. The first option would be to scarify the defective areas and refill with 3mm to dust (what is on the existing surface) and then re compact. Depending on usage this will only offer limited longevity.

The second option would be to overlay the car park with 100mm of binder course tarmac. This should last for a considerable time.

At the time of inspection the car park appeared saturated in a few areas. A further inspection during a drier period would be recommended prior to commencing any works in case any drainage works are required.

The quotation will be sent alongside this agenda for Council members consideration. It should be noted that Henfield Hall trustees have not yet had sight of this quotation.

Cllr Butler attended the Henfield Hall Committee meeting earlier this evening and explained the quoted for options. They are not interested in a small repair so they intend to fund raise so that a full overlay of some kind can be done.

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This matter is now in their hands and they will approach Westerleigh PC to discuss how the costs will be covered in due course.

2124 Bromley Heath Viaduct Replacement – traffic management proposals

Cllr Blackmore explained that SGC are planning to restrict the use of many side roads when the main road closure is in force to limit the “rat-run” effect on residents for the 12 months that the Bromley Heath Viaduct work is ongoing. The feeling is that this makes the problems worse and causes problems for residents who need to access schools, work, doctors, hospitals, and shops.

It is felt that closing the main road is sufficient and drivers then follow diversions or find their own best routes depending on where they need to get to.

Clerk to draft a Westerleigh Parish Council response to consultation.

2125. Items considered urgent by the Chairman (if any)

These come under the next Agenda item

2126. Exempt Item - Council to consider confidential matters relating to personnel matters and administration matters.

Members of the public left the meeting at this point.

Recorded on separate Exempt Item minutes.

2127. Date of Next Meeting – Annual General Meeting, 8th May 2017 at Manor Hall, Coalpit

Signed: Date:.....