

WESTERLEIGH PARISH COUNCIL
MINUTES OF THE MEETING OF ENVIRONMENT & LEISURE COMMITTEE
23rd March 2015
HELD AT MANORHALL, COALPIT HEATH

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

1. **Jenny Bright, Manager Green Community Travel Ltd**
Explained the service provided and asked for any issues which they may be able to help with in the Westerleigh area.
2. **Committee to discuss possible changes in charitable status of Manor Hall management committee**
H Black from CVS tendered her apologies. Information was circulated to members from the Charity Commission 'changing your legal structure and check list'.
Proposed by Cllr J Wright and seconded by Cllr E Carey to defer this item until after the local elections in May, so the new council can make the necessary decision. Cllr J Butler abstention. Motion passed
3. **Apologies for absence**
None
4. **Declarations of Interest under The Localism Act 2011**
None
5. **To approve minutes of the meetings held 8th December 2014**
Decision: proposed by Cllr D Lee and seconded by Cllr D Boulton to approve the minutes. Agreed by all. The minutes were signed by the Chair.
6. **Matters Arising**
Boundary Stone – Cllr P King reported that T Smith has offered to help move the boundary stone and Cllr A Gibbs will advise the new positioning of it.
7. **Bitterwell Lake**
 - a) **Committee to discuss Café in relation to planning permissions**
Outline planning application was determined on 6th March 2015 – Approve with conditions.
One of the conditions, number 12 states:-
Prior to any commencement of development a programme of archaeological investigation and recording for the site shall be submitted to and approved by the Local Planning Authority.
Cllr A Fay and the Clerk met on site on 19th March 15 with P Driscoll, SGC Archaeological Officer.
After discussions it was agreed that if the building was put directly above the manhole cover to the existing drains, there would be no need for excavation and therefore he would withdraw the need of any such site recording. The power will run from the aerator in the Lake and up the side of the grassed bank. The water pipe will be an extension running from the now demolished toilet block, along the hedge line to the proposed building. These works should be well away from any dramway. Finally, no excavation down for footings shall be made.
If Council comply with all of the above, he is happy to have a site inspection and withdraw the archaeological condition, provided no area of the dramway is exposed.

b) Committee to discuss Café building – ie options available

Members were supplied with quotations for the following:-

<u>Company</u>	<u>Portacabin size</u>	<u>Quotation</u>
Clarks Modular Buildings	9.14m x 4.88m	£16,384 £530 delivery £350 assembly
Clarks Modular Buildings	9.14m x 2.44m	£10,316 £265 delivery
Spaceman Modular & Portacabin Buildings	40ft x 10ft	£11,005

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£750 delivery

Concept Accommodation Ltd 24ft x 10ft		£11,750 £595 delivery
Portacabin Ltd	12.2m x 4.3m	£1,773.75 delivery £110.00 weekly rental £203.88 weekly rental field kitchen building (260 weeks total cost £83,382.55)

An alternative to a portacabin would be a bespoke self-build, or a purchased wooden barn type structure to insulate, add toilets and kitchen facilities.

In addition to the purchase of any structure, ground works costs must be added for electricity and water hook up as well as connection to the drainage system and construction of a suitable base.

Mr & Mrs Smith also submitted details of a building which is their preferred option – building cost and ground works total cost of £14,769.60

Decision: Proposed by Cllr P King and seconded by Cllr A Fay that Council purchase Clarks Modular Buildings (9.14m x 2.44m) purchase price £10,316, £265 delivery
Vote: 5 in favour, 3 against. Motion passed.
This is subject to detailed planning approval.

Clerk to obtain quotations for ground works. Clerk to confirm cabin is supplied fully wired up ready to hook up to electricity supply.

c) Any other items relevant to the above

The pathway (top surface) running around the Lake has not been completed as it was on hold pending building works (if any) associated with the café. T Smith has suggested a 'cerney stone' finish or do Council with to finish with dust (in line with the car park)

Decision: Proposed by Cllr D Boulton and seconded by Cllr P King that the path be finished with a dust surface. Cllr J Wright abstained.

Council want to see the outside of the chalet finished in the very near future.

8. Committee to receive update to future youth provision within the parish and to consider what/if any financial contribution to make

Notes from the Youth Services Working Group meeting held 12th March 15 were circulated to members.

The Clerk of Frampton Cotterell Parish Council has advised:

Normally, these notes would be considered/approved at the next FCPC meeting on 25 March. In this instance, the notes will be referred to my Council AFTER the May elections because

* we are now in the purdah period and the subject of youth services (for FCPC at least) has become a politically charged issue;

* the guidance relating to purdah states, amongst other things, that Councils must avoid "publicity that deals with controversial issues that could be linked to a relevant election issue"; and

* it seems to me quite wrong for the outgoing Council to fetter the discretion of the new administration which comes into power after 7 May.

Decision: Noted

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9. Committee to comment on planning applications

Newholme Elm Close Coalpit Heath Bristol South Gloucestershire
Erection of two storey side and single storey front and rear extension
to form additional living accommodation. Erection of detached double
garage.

PT15/0560/F

**Decision: OBJECTION on grounds of the increased height of the
roof line, it should be the same as the existing dwelling**

Newholme Elm Close Coalpit Heath Bristol South Gloucestershire
Erection of 1 no attached dwelling with new access and associated
works

PT15/0561/F

**Decision: OBJECTION on grounds of the increased height of the
roof line, it should be the same as the existing dwelling**

Woodlands Manor Nursing Home Ruffet Road Winterbourne
Retention of pump house

PT15/0953/F

**Decision: No objection but Council wish to see a condition that
the building must always remain a pump house and that there
should be no change of use.**

The Pines 60 Henfield Road Coalpit Heath
Erection of two storey side extension to form additional living
accommodation. Erection of rear porch and front portico. Alterations
to existing driveway

PT15/0853/F

Decision: No objection

10. Committee to approve payments

<u>Payee</u>	<u>Description</u>	<u>Gross (£)</u>	<u>Net (£)</u>
Head Groundsman	Grounds maintenance contract	824.22	824.22
C R Belcher	works per contract Nov – Mar	1266.00	1055.00
Westerleigh V Hall	room hire	17.50	17.50
Manor Hall	room hire	65.00	65.00
F Thornton	quarterly office expenses	183.38	183.38

**Decision: proposed by Cllr D Lee and seconded by Cllr A Fay agreed by all, the payments were
approved.**

11. 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. An former councillor has rang the Clerk asking we send a letter of thanks to Mr Davis who has ran the Post Office in Coalpit Heath (as it is now closed)
2. Cllrs J Wright and Cllr E Carey reported complaints regarding the PSP plan decision by Council
3. Cllr A Gibbs reported Henfield Business Park – unofficial car site operating and handed the Clerk a letter from a parishioner
4. Cllr A Gibbs reported Windmill Leisure – numerous lorries and tipping on site and handed the Clerk a letter from a parishioner
5. Enquiries being made over residency of Cllr E Carey to numerous persons within the parish
6. Litter outside of church in Westerleigh, The Crematorium, Rodborough area – lot of fly tipping in the area, as well as general refuse.

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12. Date of Next E&L Committee Meeting – 27th April 2015

Signed

Date: