

WESTERLEIGH PARISH COUNCIL  
MINUTES OF FULL COUNCIL  
7<sup>TH</sup> SEPTEMBER 2015  
WESTERLEIGH VILLAGE HALL

**PRESENT:**

Councillors: B Taylor (chair), J Butler, A Gibbs, A Fay, D Boulton, G Jancey, S Blackmore, M Crumpton  
Officer: F Thornton

**1837. Apologies for Absence** Cllr C Nicholls

**1838. Declarations of Interest under The Localism Act 2011**

None

**1839. Parishioners attended to ask questions regarding the planning application at Mafeking Hall**

A parishioner stated that the comments made by this council to the planning application were that of 'no comment'. The question was asked 'When committee (SGC) attended the site visit Cllr M Crumpton spoke saying it was unanimous decision by Council and that they were excited by this'.

Cllr B Taylor advised that she was speaking as herself and there had been no previous agreement that she would represent the Council.

A second question was asked; at the time Council discussed the planning application Cllr Nicholls declared a pecuniary interest and what interest did she declare?

The Clerk advised that no details of the interest were given.

**1839. Reports from South Gloucestershire Councillors on matters relating to the parish**

**Cllr C Young reported:-**

**Planning issues**

**Beech Hill Farm**

This went on the Circulated Schedule with a recommendation to refuse, but not on highways grounds, which I know was Westerleigh Parish Council's objection. Dodington Parish Council supported the application because they felt the negative impact of losing the facility outweighed the other considerations. To allow all these issues to be considered, I referred the application to DC (East) planning committee. The site visit was held on Friday 28<sup>th</sup> August. As no one attended from Westerleigh Parish Council, I included in my comments the quote from Cllr Taylor's email regarding the highways concerns. This is the first application on the agenda for the DC (East) committee meeting on Thursday 10<sup>th</sup> September.

**Mafeking Hall**

I referred this to the planning committee due to public concern and attended the site visit last Friday. The application is the second on the agenda for the DC (East) committee meeting on Thursday.

**20 Boundary Road**

I referred this to committee having considered the Parish Council and neighbour's concerns and having looked at the conditions on the original planning permission. The site visit was put on the agenda for 29<sup>th</sup> August but after the papers were published was postponed at the request of the applicant until 25<sup>th</sup> September, with the expectation it will go to committee on 8<sup>th</sup> October.

**Coalville Road garage site**

As explained in an email to the Parish Council, after careful consideration of the issues the Parish Council raised and seeking further advice, I decided not to refer this to committee. It was therefore approved. I asked Merlin to confirm in writing to the Parish Council the letting policy they have discussed with the Home Choice team at South Glos, which they did promptly.

**Top Yard**

An appeal has now been lodged against the refusal to grant planning permission for Top Yard to be used as a showmen's site, although due to delays at the Planning Inspectorate in registering appeals the information is not yet available on the website. Planning Enforcement action will be paused while this goes through the system.

**Messenger site**

Last week the case officer visited the site to give the owner a copy of the refusal decision notice for the certificate application and explain to him his options, which are to appeal or not, in which case the case officer would serve an Enforcement notice requiring the removal of the lorries and other vehicles so that the land is left clear. The officer will be following this up.

**Kendleshire Golf Course**

At their request, I met them to discuss their application, with an officer present. They have asked the case officer for an extension of time to enable them to submit more evidence to justify their special circumstances case, a request which was granted.

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**20mph limit on roads around the Manor School**

Chris Hodgson from Highways wrote to me in August to say he was planning to go out to consultation shortly on a scheme to introduce 20mph limits around the Manor School. These are gradually being rolled out to all schools in South Gloucestershire, the Manor was prioritised following a survey I presented to the Planning, Transport and Strategic Environment Committee last year. I queried whether this was an informal consultation or a formal advertisement. He clarified that this would be an initial, informal consultation, so will give officers the opportunity to take on concerns and comments from local residents and make any amendments if necessary before proceeding to formal advertisement.

**Frome Vale Area Forum**

The next Frome Vale Area Forum takes place on Thursday 17<sup>th</sup> September. The main items on the agenda are the allocation of the various grants and funding streams. We are still unable to allocate New Homes Bonus from this year due to uncertainty over the Government's plans for the New Homes Bonus scheme.

**Dramway**

I met officers and members of the South Gloucestershire Mines Research Group on the dramway next to Coalpit Heath Cricket Club to discuss concerns about the relaying of part of the dramway after it was dug up by Cricket Club. Discussions are ongoing about how to re-site the stones so they are not a trip hazard and are in a position closer to where they were originally.

**Rose Oak Lane**

Tracey Hamblett of Highways contacted me following concerns raised by a local resident in respect of vehicles parked at the junction of Rose Oak Lane/Rose Oak Drive which are obstructing visibility for vehicles exiting Rose Oak Drive. She had visited this junction on several occasions at different times of the day and noted the parking which takes place on the south of the junction. She will now be installing a length of 10m advisory keep clear markings at the junction, which comply with Highway Code Rule 243. She is writing to adjoining properties advising them of the measures.

**Quiet Lanes Scheme – Henfield Road**

The officer has reported back on the consultation. There were 21 responses submitted of which 13 (62%) indicated they were in support of the proposals. Of the 8 not in favour, 6 indicated the advisory cycle lane as their primary concern and some of those indicated support for other features. The officer has recommended the scheme should go ahead as proposed, including the cycle lane. He wants the coloured surfacing to be done at the Ram Hill junction this coming Friday, as it can be done more cheaply by tying it in with other work. I've said I am happy with that aspect but have asked for further information on the comments relating to the cycle lane. Having discussed this further with the officer today and seen the full comments, he now advises not proceeding with the cycle lane as with the constrained width that remains it might not go far enough to force substantially more caution by drivers and may lead to cyclists from the opposing direction feeling disadvantaged.

**Waste**

In my last report I referred to a waste consultation that was expected to be going ahead now. It is not. I will let the Clerk have further information when I do. The council is however trialling some alternative waste containers.

The "Feed me and win" project to promote food waste collections started in June and runs until 16 March next year. Residents who put out their food waste bin will have the chance to win a £50 voucher. The scheme is running across the West of England, funded by the Department of Communities and Local Government Recycling Reward Scheme.

Next year a resident registration scheme will be introduced for the Sort It Centres to ensure that only South Glos residents use them. All vans will require electronic permits and will be restricted to 12 visits a year to deter commercial use. Although generally vans registered to businesses won't be allowed a permit, we did secure a commitment to finding a way of sole business owners who only have their business vehicle and people whose only vehicle is a work one they are allowed to use for personal use to be able to register. More information on these changes will be available early next year.

From 1 October this year, Sort It Centres will revert to the winter opening times and they will now stay with those hours all year round. Little Stoke Sort It Centre will open seven days a week like the other sites rather than closing on a Wednesday as it does now.

**Paths to close for crossing works**

The bridle way between Broad Lane and Dodmore Crossing in Westerleigh and the path that links in to this from Westerleigh Road, between The Bungalow and The Old Stables, will be temporarily closed so that level crossing

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works can be carried out. The closure order will be in place for 6 months from the 21st September 2015 but it's anticipated the works will take seven weeks during that time. The alternative route is to go down Broad Lane to Westerleigh Road and then along Westerleigh Road up to Dodmore Crossing.

#### **Consultations**

There are a number of consultations on the council's [www.southglos.gov.uk/consultation](http://www.southglos.gov.uk/consultation) page at the moment that are relevant across South Gloucestershire including:

- Licensing policy
- Gambling policy
- Survey for taxi users with disabilities
- Physical Activity Strategy
- Children's Community Health Services

There is also still just about time to reply to the South Gloucestershire CCG's consultation on minor injuries services at [www.southgloucestershireccg.nhs.uk/minorinjuries](http://www.southgloucestershireccg.nhs.uk/minorinjuries) - deadline 7pm on Friday 11<sup>th</sup> September.

#### **Discover 2015**

The Discover Festival 2015 runs from 10th September to 30th October and you can find full event details at <http://www.southglos.gov.uk/discover>

#### **1840. Reports from representatives of Other Bodies on matters relating to the parish**

##### **Cllr J Butler reported**

The Manor Hall AGM was held on 11th August and was very well attended, in contrast to previous years. The current committee members were introduced, the 2014 minutes were agreed and various reports given. We had considered asking parishioners for approval in principle for the CIO conversion but realised this would have to involve lengthy explanations so abandoned the idea. Once we are ready to take the next step we will issue full information and call another meeting for approval.

Pat Hill then announced the uncontested election of the 5 Trustee candidates, and also announced that she was standing down as Chair, having only reluctantly taken it on as a temporary measure last year. If things had been running more smoothly she would have looked to hand over the reins earlier but didn't feel it would be fair to saddle a new Chair with all the ongoing aggravation. With most things now resolved she was very relieved to be able finally to relinquish the responsibility!

However, Pat has been appointed as a User Group Trustee so will still be giving the new committee the benefit of her knowledge and experience with regard to the Hall.

**Cllr A Fay/Cllr B Taylor** reported their attendance at the last Joint Cycleways Group meeting.

Yate spur was said to be high priority but John Seddon (head of SG transport) said difficulties regarding land ownership (Broad Lane section) would mean the Yate section MAY be completed first.

#### **1841. Confirm the minutes of the meeting held 6<sup>th</sup> July 2015**

Proposed by Cllr J Butler and seconded by Cllr S Blackmore the minutes were approved and signed

#### **1842. Matters Arising**

**Minute item 1830.** Cllr M Crumpton asked if Council had received any further figures regarding fishing numbers at Bitterwell Lake. None have been received to date other than what was supplied. More figures are due at the next quarter which will be in October.

#### **1843. Finance – approval of payment of accounts**

Proposed by Cllr M Crumpton and seconded by Cllr G Jancey the attached payments were approved.

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**1844. Correspondence/Communication with Council**

**REQUIRING RESPONSES/COMMENTS/ACTIONS/INFORMATION**

1. Launch of Vice and Virtue, book, exhibition and website (\*)
2. The 2015 Engage Festival of Culture will be held on Saturday 17<sup>th</sup> October at the SGS College (formerly Filton College) WISE Campus in Stoke Gifford, and you are invited to participate. (\*)
3. South Gloucestershire Cycle Forum minutes from a meeting which took place on 15<sup>th</sup> May 2015 (\*)
4. A meeting of the Joint Cycleway Committee has been arranged at Poole Court for Wednesday 30<sup>th</sup> September at 6.00pm.
5. Minutes of the Town & Parish Councils Forum meeting held on 14 July 2015 plus the slides from the Community Infrastructure Levy presentation. Date of next meeting Thursday 8<sup>th</sup> October at 10.00am (\*)
6. Youth Services Working Group meeting 8<sup>th</sup> September 15
7. Proposal for Yate EZ status (\*)
8. Heritage and Learning session on 8<sup>th</sup> October (\*)
9. Please find attached the minutes of the last Safer Stronger Community Group meeting held on 30 June 2015. The next meeting is on Tuesday 29 September 2015 at 7.30pm at The Bickeridge Centre, (\*)

**FROM SOUTH GLOUCESTERSHIRE COUNCIL**

**Consultations:**

CHIPPING SODBURY, FRAMPTON COTTERELL, WESTERLEIGH AND YATE School Keep Clear Markings

You've been invited to participate in the CHIPPING SODBURY, FRAMPTON COTTERELL, WESTERLEIGH AND YATE School Keep Clear Markings consultation by the consultation manager, Hodgson.

This consultation is open from 6 Jul 2015 at 00:00 to 24 Jul 2015 at 23:59. (\*)

South Gloucestershire Council is consulting on the accessibility of the South Gloucestershire Hackney Carriage fleet and first wants to find out from those who use hackney carriages (taxis), especially those users with a disability, about their experience of the current service with regard to accessibility. The results of the consultation will feed into the review of our Hackney Carriage Licensing Policy 2015 - 2020. As a key stakeholder you may be interested in this pre-consultation.: <https://consultations.southglos.gov.uk/consult.ti/taxiuserssurvey/consultationHome>

**Agenda for:-**

1. Economy and Skills Strategic Partnership Meeting on 8 September 2015
2. Safer and Stronger Communities Strategic Partnership, Friday, 4<sup>th</sup> September, 2015,
3. Public Transport Forum, Monday, 21<sup>st</sup> September, 2015

**Other:-**

1. Waste Research Briefing Note (\*)
2. update to the work that Skanska, on behalf of Highways England, is doing on the Winterbourne Lane Underbridge, which carries the M4 motorway over the B4057/Beacon Lane. (\*)
3. Thank you for your response to the informal public consultation on the list of spaces nominated for designation as Local Green Space (LGS) for inclusion in the South Gloucestershire Policies Sites and Places Plan (PSP Plan).

The responses received will be appraised by officers of South Gloucestershire Council. Officers will contact you again should we require any further information/clarification of your response.

Councillors will consider the officer recommendations and formally decide the final list of spaces to be designated as LGS. It is anticipated that this decision will be taken at the Council's Policy and Resources Committee in October and at full Council in October.

The final list of LGS for designation, which will form part of the proposed submission PSP Plan, will be subject to a period of formal public consultation – this is anticipated to take place in Autumn 2015. You will be notified when this consultation begins, in order for us to do so in the most efficient manor please can you provide us with your email address if you have not already done so. All representations received during this formal consultation period will be forwarded to the independent Inspector appointed by the Secretary of State to examine the PSP Plan.

Details of the Policies, Sites and Places Plan can be found : [www.southglos.gov.uk/policiesitesandplaces](http://www.southglos.gov.uk/policiesitesandplaces).

(\*) indicates emailed to all Council members

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**1845. Planning Matters**

**Applications for consideration:**

Tulip Ltd Oakley Green Farm Oakley Green Westerleigh

Erection of single storey side extension to form battery charging area and front extension to form washed tray area. (Resubmission of PK15/0872/F).

**PK15/3395/F Decision: No objection with the proviso that South Glos Council are satisfied with the environmental issues**

41 Vicarage Road Coalpit Heath Bristol South Gloucestershire BS36 2RT

Demolition of existing single storey side extension and erection of two storey side extension including loft room to form additional living accommodation.

**PK15/3083/F Decision: No objection however, Council feel that the window facing over the boundary of the property is not advisable.**

**Other properties with similar extensions have not put a window in this position.**

3 Rose Oak Drive Coalpit Heath Bristol South Gloucestershire BS36 2AS

Certificate of lawfulness for the proposed erection of single storey side and rear extension

**PT15/3702/CLP Decision: The size of this extension to that of the site means there is a reduction in the onsite parking provision to the property. Council question as to whether this provision is adequate for the size of the dwelling.**

Nibley Court Turner Drive Yate Bristol South Gloucestershire

Erection of entrance porch and canopy, installation of gate, cycle and bin stores.

**PK15/3253/F Decision: no objection**

2 Oakley Cottages Oakley Green Westerleigh

Erection of single storey side extension to form additional living accommodation

**PK15/3591/F Decision: no objection**

**PLANNING DECISIONS**

1.Cider Cottage Westerleigh Road Westerleigh

Change of use of annex to separate residential dwelling (Class C3)

**PK15/1180/F Approve with conditions**

2.Garage Site Adjacent To 24 Coalville Road Coalpit Heath Bristol South Gloucestershire BS36 2QS

Demolition of garages to facilitate erection of 4no dwellings with access and associated works

**PT15/2099/F Approve with conditions**

3.36 South View Crescent Coalpit Heath Bristol

Conversion of existing garage and erection of first floor side extension to form additional living accommodation

**PT15/1889/F Approve with conditions**

4.311 Badminton Road Coalpit Heath Bristol

Conversion of outbuilding to form 1no. dwelling with associated works.

**PT15/2474/F Approve with conditions**

5.Post Office 2 Church Lane Coalpit Heath Bristol South Gloucestershire

Change of use of part ground floor from Retail (Class A1) to residential (Class C3) as defined in Town and Country Planning (Use Classes) Order 1987 (as amended), to facilitate conversion of property to separate dwelling and retail unit. **PT15/2598/F Approve with conditions**

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6.Sunnymead Farm Shorthill Road Westerleigh

Prior Notification under Part 3 Class R of a flexible change of use from an agricultural building to Class B1/B8 (warehouse and storage) as defined in the Town and Country Planning (General Permitted Development) (England) Order 2015 PK15/2712/PNFU approve with conditions

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

Letting of properties at Coalville Road

Merlin Housing have advised:

I can confirm that we have met with Jane Ellis from Homechoice at South Glos Council. This meeting was during June 2015. We were very aware that we wanted to ensure that the homes we build form part of sustainable and settled communities and we are keen for suitable people to move into the flats which we have designed for Coalville Road.

We discussed the situation with Jane and she confirmed that *she would have no problem with them being advertised as over 50s dwellings which we feel would be more appropriate being amongst a sheltered scheme.*

We also have agreed with Jane that the following wording is likely to be used on the new build properties at Coalville to ensure that we are able to allocate the properties suitably:

- The Housing Associations reserve the right to refuse to offer a tenancy to an applicant where they believe that doing so may impact on their ability to achieve a sustainable safe community.
- As part of the Lettings process for first lets at this development, successful applicants will be required to attend a pre tenancy workshop focusing on community development and tenancy obligations.

Comment from parishioner

I am surprised to see that The Parish Council has raised no objection to and made no comment on the application, PK15/3118/PNVE.

I suggest that the issues surrounding this application (of which there are many), and the way that preparatory work has gone ahead without planning permission, need to be revisited with some urgency.

Local resident and former Parish Councillor and promoter of the Quiet Lanes Scheme.

**1846. Council to discuss outcome resultant from numerous Standard Boards complaints regarding serving members of this Council; and to discuss recommendations and way forward to ensure council works as a cohesive group to the benefit of the parish**

Cllr B Taylor stated that this council could do a lot better, not enough of council work is constructive. We need to consider if we want to continue like this or do we find a way to work together to the benefit of the parish.

One complaint was upheld regarding Cllr C Nicholls. Her register of interests must be updated. Training can assist and this is one area to look at.

Cllr B Taylor posed the question 'As Councillors how we may work together more cohesively?'

Cllr M Crumpton and Cllr J Butler outlined the time line of the complaints and why all they were considered all together.

Cllr D Boulton said we must draw a line under this; the sooner this stops we can get on with serving the parish in the manner in which we were elected.

Cllr M Crumpton suggested that we all respect decisions made by Council whether or not an individual councillor agrees or disagrees with any decision.

Cllr Butler raised the question of honesty regarding Cllr C Nicholls.

The Clerk advised that she had issued (a number of weeks previously) a new register of interests form asking her to complete and return, along with clarification of her address. To date this has not been returned.

Cllr S Blackmore stated she would appreciate more training and all councillors were in agreement with this.

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Cllr M Crumpton felt that before you attend your first council meeting it would be helpful to have some training, or at least have some knowledge on how it works

**Decision: Clerk to arrange training for council as a whole ie for all nine councillors taking part together. Clerk to also ascertain other training courses available (this will be discussed further at Finance & GP Committee meeting on 21<sup>st</sup> Sept. 15 where a representative of ALCA will attend).**

Cllr G Jancey referred to an SLCC course to give you an insight into the workings of a clerk, which he has enrolled.

**1847. Manor Hall Trustee appointment made by this Council at its AGM (Cllr G Jancey) – council to discuss in light of Standards Board findings**

Cllr B Taylor outlined the background to this appointment and that the complaint [to the Standards Board which the trustees were awaiting the outcome] regarding Cllr G Jancey was not upheld. Cllr G Jancey was legally elected by the parish council and as far as council are concerned there are two possibilities. Firstly, Cllr G Jancey remains as the elected appointment or secondly six councillors evoke section 38a of Standing orders rescission of previous resolution. D Boulton proposed the rescission of the previous resolution which was seconded by Cllr J Butler – three in favour. Motion was defeated.

The Chair of Manor Hall advised the meeting that they [trustees] were not in agreement with this decision and that they will continue to oppose this appointment. He therefore refused to accept the trustee application form offered to him from Cllr G Jancey.

**1848. Council to consider re-joining ALCA**

This item was deferred to Finance & GP Committee on 21<sup>st</sup> September 15 where the Chair of ALCA is attending

**1849. Council to discuss the petition to deliver a new Junction 18a on the M4, to link with the Avon Ring Road (A4174), located near Westerleigh roundabout at Emersons Green**

Cllr A Fay advised that Council should keep this as an ongoing subject as it is going to have a massive impact on the parish in view of traffic movements.

**Decision: Cllr A Fay to keep council updated with any forthcoming information.**

**Clerk to ask SGC officer if someone would be available to attend a council meeting to provide any further information.**

**1850. Items of Report**

1. Ram Hill entrance to dram way footpath – fly tipping just inside, old furniture etc on the footpath itself - PROW
2. Road side ditch by crematorium still full of fly tipping
3. A parishioner questioned the respect demonstrated towards themselves and asked to have a voice at meetings
4. Bitterwell lake boundary stone – a parishioner suggested it is stored somewhere more securely

**1851. Date of Next Meeting**

Full Council 5<sup>th</sup> October 2015 at Manor Hall

Signed: .....

Date: 5<sup>th</sup> October 2015