

**Present:** Cllr J Butler (Chair of this meeting), Cllr S Blackmore, Cllr T Clark, Cllr T Gibbs, Cllr D Boulton,

**Ward Councillor Claire Young**

**Clerk: S Simmons**

**Cllr P King arrived after attending the Joint Cycleways Group meeting at Poole Court in Yate**

1. **Apologies for absence** Cllr B Taylor, Cllr A Fay
2. **Declarations of Interest under The Localism Act 2011** – None
3. **Reports from South Gloucestershire Councillors on matters relating to the Parish**

Report from Claire Young for Westerleigh Parish Council for July 2017

### **Planning issues**

#### ***Blackberry Park (Woodlands Farm)***

The well-attended site visit by the DC (East) planning committee took place on Friday 30<sup>th</sup> June – thank you to everyone who spoke. The application will not be going to the July committee so the earliest a decision could be made is at the meeting on Thursday 10<sup>th</sup> August, though it is not yet certain it will be ready by then.

#### ***New Inn, Westerleigh***

The New Inn application was approved by the DC (East) planning committee.

### **Bromley Heath Viaduct Works**

Although the Government was not prepared to provide further funding, the West of England Joint Committee agreed funding from the Local Enterprise Partnership Economic Development Fund (EDF) to reduce the work from 52 weeks to 33 weeks (although at the Community Engagement Forum on Tuesday 4<sup>th</sup> July they said 36 weeks).

At the Frampton Cotterell drop-in officers confirmed to me that while they are not now planning to do many of the road closures they'd originally considered, they will be keeping the situation under review and have done the legal paperwork so they can put closures in place quickly should the need arise. If you missed the drop-in, there is still one event to be held on **Tuesday 11 July, 5-7pm**, in Dodington Parish Hall, Finch Road, Chipping Sodbury, BS37 6JZ.

For more information please visit [www.southglos.gov.uk/bhviaduct](http://www.southglos.gov.uk/bhviaduct).

### **Recycling and waste changes**

I was contacted by a number of residents about missed bin collections following the recycling and waste changes. In all cases I managed to get the waste manager to resolve them and we are assured that the situation is settling down now. If anyone is aware of any ongoing problems, please let me know.

### **Rail electrification**

I attended the Network Rail drop-in in the Miners about the electrification work that will be taking place on the line through Coalpit Heath later in the summer.

From 19 August to 15 September there will be work night and day on the main line from Royal Wootton Bassett, Wiltshire, to Patchway/Filton junctions, via Old Sodbury, Chipping Sodbury and Yate to Westerleigh Junction.

In addition, from 2 September to 15 September 2017, the work area will extend to include Westerleigh Junction towards Yate station, Coalpit Heath, Winterbourne, Stoke Gifford and Bristol Parkway station, up to Patchway/Filton junctions.

The work includes:

- Carrying out the piling required to install the foundations which will support the electrification equipment. That's the really noisy part.
- Installing the equipment, including trackside masts and overhead wires at some locations.
- Installing electrification equipment in Chipping Sodbury tunnel.
- Improving flood resilience at Chipping Sodbury sidings.
- Preparing Bristol Parkway station for the arrival of new InterCity Express trains, including the construction of a fourth platform.

Network Rail have set up a dedicated web page at <http://www.networkrail.co.uk/westernupgrade> where you can find out more. It's worth noting that there will be rail closures with rail replacement bus services in the late summer/early autumn, which will be happening at the same time as the Bromley Heath viaduct work.

### **Westerleigh smell**

Following recent odour complaints, the Environment Agency have visited Westerleigh abattoir to carry out a compliance assessment. They have asked the owners, Tulip, to make a number of improvements and will take further steps if these are not completed by the deadlines given.

If you experience an odour that you think may be caused by the abattoir, please call them on **0117 9571919**. If the odour persists, please also contact the Environment Agency's hotline (**0800 807060**).

### **Consultation on Health and Wellbeing Strategy**

A consultation is underway on a new strategy to guide the work of the South Gloucestershire Health and Wellbeing Board to improve the health of everyone living and working in South Gloucestershire. It will be adopted by the organisations that make up the Health and Wellbeing Board and sets out four key areas for action:

1. Improve educational attainment and raise aspirations through promotion of health and wellbeing in schools and colleges
2. Promote and enable positive mental health and wellbeing throughout life
3. Promote and enable good nutrition, physical activity and a healthy weight at all ages
4. Maximise the potential of our built and natural environment to enable healthy lifestyles and prevent disease

The consultation runs until Monday 21 August. More information about the Strategy and details of how to give your feedback is available online at [www.southglos.gov.uk/hws](http://www.southglos.gov.uk/hws). Copies of the consultation materials are also available at Libraries and One Stop Shops.

### **Bus service consultation**

South Glos Council are running a consultation on local bus services until 3<sup>rd</sup> September. You can fill in the survey online at <https://wh.snapsurveys.com/s.asp?k=148725959002>

Printed copies will be available at all South Gloucestershire libraries and One Stop Shops and there are still two roadshow events you can attend:

Thursday 6th July, 11.00-14.00 St Mary's Shopping Centre, Thornbury  
Wednesday 12th July, 08.00-10.00, Bristol Parkway Station

### **New process for handling highway safety concerns**

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Since the Area Forums were scrapped, the council needed a new way to handle the local road safety schemes. If you have a road safety concern, you can now ask the council to investigate it by submitting the Highways Investigation Request Form. You will need the support of at least one local ward member and parish councillor on behalf of the parish council.

Highways officers will assess your request to see if a viable scheme is likely. If it is, it will be added to the Local Transport Investigation List and once a year will be scored and prioritised along with all the other schemes on the list. The 15 highest scoring will be investigated.

Once investigated, three things can happen:

1. If there is a simple, low cost solution, that will be programmed to be implemented immediately.
2. If a more involved scheme is needed, it will be entered on the Local Transport Priority List.
3. If no scheme is recommended, you will be told no further action will be taken.

Once a year all the schemes on the Local Transport Priority List will be scored and prioritised and given an estimated cost. The top scoring schemes will go on the council's Capital Programme for the following financial year.

You can find out more about the process, along with links to the request form, the lists of possible future investigations and implementation schemes and the current Capital Programme, at <http://www.southglos.gov.uk/transport-and-streets/streets/road-safety-traffic-schemes/local-transport-priority-list/>.

**In addition to her report above, Cllr Young spoke about the M4 Junction 18a situation:**

It was felt by many who attended the second briefing on June 14th (for Town & Parish Councils) that there was a lack of clarity over the confidentiality of information given out. S Glos thought they had made it clear information was confidential but attendees were unclear. Consequently some information has been published, including by Pucklechurch Parish Council, and by local newspapers, amongst others. This resulted in large attendance at PCC meeting recently and now public concerns in Westerleigh too.

An SGC Officer told Claire today that more information would be on the South Glos website although it is hard to find. They also said they were not ready or able to bring forward the public engagement planned now for the period August – October.

WPC need to consider how they react to the situation.

Clarification was also given that the current funding is only for the feasibility study, not the actual construction, and that government funding only covers the connection to the link road, not the northward connection to Yate. This will be a later study, although the choice of location for the junction will obviously have an impact on this so it is relevant to be concerned about it now.

**Two members of the public had asked to speak on the M4 J18a topic and this was a suitable point**

The two members of the public have already given some questions to Luke Hall on their concerns

on lack of information in the public domain but not received answers. They have now read the reports and seen plans on the Pucklechurch website.

The points raised are based on concerns about an increase in traffic as Westerleigh will almost certainly be a through route which ever junction is chosen, are:

- a) Information provided in the Feasibility Study seems to have been produced by Highway Engineers. Their competence seems limited to design of roundabouts. The key question is where is the evidence for the need for and economic benefits to be gained by having an extra motorway junction?
- b) A public meeting is needed to in order raise awareness in Westerleigh before consultation (similar to Pucklechurch) and to establish a position.

The Chair responded:

- WPC will publicise details of Public Engagement and information as soon as it is available on the website and notice boards.
- WPC will consider holding a drop in session in the afternoon/early evening prior to the next full council meeting on September 11th so that public can be brought up to date. Claire Young offered to support this too and the aim would be to have SGC presence also.
- WPC will also be in touch with Pucklechurch PC to consider ways forward

#### **4. Councillor Reports – written submissions, taken as read with questions taken as necessary**

Cllr S Blackmore – Report on Joint Parish Youth Forum meeting 25/6/17

I attended this meeting on 26th June together with representatives from Yate TC & Doddington PC.

As this was the first time I attended this steering group I asked for clarification of what the aim of the group was. The other committee members advised that the aim is to get a Youth Forum set up to encompass Yate & the wider area to give the youth a voice about what improvements they would like for their area. A similar group was in operation a number of years ago and was very successful.

June Yeoman, the youth worker arrived towards the end of the meeting & was able to confirm that a residential trip had taken place at the end of March with a number of interested participants with the aim of team building & creating a cohesive group.

At the moment all the participants come from the Yate & Doddington area but they are keen to encourage youths from Westerleigh PC to join.

At the moment the JPYFSG bank balance is around £3,800 but if this group is to be successful it is likely that each parish will be asked to contribute.

The youth worker is no longer self-employed & now has a contract with Yate town council so if JPYFSG wish to continue using her services it is likely that an agreement will have to be agreed with Yate TC.

The clerk has requested further information from the youth worker about plans going forward & this we assessed by the steering group in due course.

I will circulate the full minutes from the meeting when I receive them.

**5. Confirm Minutes of Full Council meeting held on June 12th 2017**

Proposed S Blackmore Seconded T Gibbs Accepted unanimously

**6. Confirm Minutes of Extraordinary Full Council meeting held on June 23rd 2017**

Proposed J Butler Seconded T Gibbs

**7. Council to consider any planning applications considered urgent that have been posted on South Gloucestershire Council planning list since the last Parish Council meeting**

For information - PK17/1660/F 288 Badminton Road Item 5 on CIRCULATED SCHEDULE NO. 26/17 – 30 JUNE 2017 Planning Permission Granted subject to conditions.

For information - PT17/0215/O Land East Of Park Lane Coalpit Heath South Gloucestershire Members of the Development Control Committee visited the above site on: 30th June at 10.50am Cllr Young, Cllr Blackmore and Cllr Butler attended the site visit along with members of Frampton Cotterell PC and the local action group. All were against the development. This is expected to go before the Planning Committee in August/September. The committee were shown the access problems on Park Lane, both under the narrow railway bridge and exiting onto the Badminton Road.

PT17/0458/RVC | Variation of condition 5 to allow installation of velux window to south east roof slope and variation of condition 8 to change plans attached to PT14/3686/F to alter roof of single storey building from mono-pitched to pitched roof, to retain existing garage. | Ridge House 29 Boundary Road Coalpit Heath Bristol South Gloucestershire BS36 2PU Comment expiry date 13.7.17. Frampton Cotterell's objection was noted and as it is in their parish WPC do not need to comment.

PT17/2559/F 297 Badminton Road Coalpit Heath Bristol Creation of new vehicular access.

Comment expiry date 14.7.17 No objection.

## **8. Correspondence/Communication with Parish Council**

### **SGC**

South Gloucestershire Local Strategic Partnership Update

### **SGC Consultations**

Policies Sites and Places Plan (PSP Plan) - Main Modifications Consultation  
Consultation on the Council's Supported Bus Services

### **Meetings**

- Town & Parish Council Forum – July 13th 10am (email from Dodington Parish Council)
- WERN AGM Monday 17th July 2017 4pm until 6pm At: The Baptist Hall, Tunbridge Rd, Chew Magna, Bristol BS40 8SP
- Bromley Heath Viaduct Engagement meetings – SGC have now arranged two further residents engagement meetings on proposed traffic management measures and recommended traffic routes while the works to Bromley Heath Viaduct works are taking place.

Longwell Primary School, Monday 10th July, 6:00pm – 8:00pm

Dodington Parish Council Hall, Tuesday 11th July, 5:00pm – 7:00pm

### **Information Only**

- NALC/ALCA Membership renewal confirmed paid
- Copy of Bankruptcy papers for SunEdison Corporation (previous connection to Says Court Solar Farm. Does not affect current Community Benefit partnership with Lightsource Renewable Energy Holdings)
- Briefing note: Network Rail upgrade work in South Glos - Aug 19 - Sept 15, 2017
- Notice of Intent - Temporary Traffic Order - Bromley Heath Viaduct area - PT.5679

### **Other**

- Thankyou letter from St Saviours Church Hall for Grant for new boiler.
- Grant Application from Westerleigh Neighbourhood Watch Association for £100.  
This has been paid from S137 budget in previous years. Cllr Gibbs proposed we pay it again as their newsletter is good. This was unanimously agreed and added to list of payments.

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**9. Council to approve payment of Accounts**

**JUNE**

INVOICE DATE	TO WHOM PAID	DETAILS	FINANCE £	S137 £	ENV & LEISURE £	TOTAL PAYMENTS £	VAT £
1.6.17	CPS Grounds	Grounds Maintenance JUNE			865.00	1,038.00	173.00
9.6.17	Frampton Cotterell PC	Training (2 Cllrs)	57.00			57.00	
25.6.17.	F Thornton	SALARY	848.81			848.81	
25.6.17	APF	Pension contributions	221.83			221.83	
25.6.17	HMRC	PAYE	67.43			67.43	
27.6.17	Westerleigh Village Hall	Room Hire	30.00			30.00	
21.6.17	SG Council	Grass Cutting			388.53	466.24	77.71
30.6.17	Simmons Resources	Loucm clerk/staff services	810.40			810.40	
28.6.17	Manor Hall	Room Hire	27.00			27.00	
30.6.17	J Thornton Hands Property	Dog bins/bin emptying			435.00	435.00	
30.6.17	Alide Hire	Toilet at BITTERWELL			88.00	105.60	17.60
		<b>TOTAL FOR MONTH</b>	2,062.47	0.00	1,776.53	4,107.31	268.31

**JULY**

INVOICE DATE	TO WHOM PAID	DETAILS	FINANCE £	S137 £	ENV & LEISURE £	TOTAL PAYMENTS £	VAT £
1.7.17	CPS Grounds	Grass Cutting JULY			865	1,038.00	173.00
4.7.17	CPS Grounds	Grass Cutting AUGUST			865.00	1,038.00	173.00
3.7.17	nPOWER	Bitterwell Lake Aerator supply			55.65	58.43	2.78
4.7.17	ALCA	Cllr TRAINING (JB)	50.00			50.00	
5.5.17	Konica Minolta	Copier charges	106.34			127.61	21.27
10..7.17	Westerleigh Neighbourhood Watch	GRANT	100.00			100.00	
		<b>TOTAL FOR MONTH</b>	256.34		920.65	2412.04	197.05

**ALL PAYMENTS: Proposed S Blackmore Seconded D Boulton Unanimously in favour of payment**

**10. Council to receive information from Clerk/RFO regarding ongoing matters**

**The Pound**

As per the decision at the Extraordinary meeting of WPC on 23.6.17 a representation has been submitted on the PSP Main Modifications Consultation regarding the issue of The Pound not being accepted as belonging to WPC and therefore not appearing on the Local Green Spaces

list.

Secondly discussions are ongoing with the Strategic Planning team at SGC (Jane Wormald) . Proof of WPC ownership by Land Registry Title has been provided. SGC have informed the Clerk that they have passed our claims onto the agent that challenged the ownership and are expecting him to make a counter claim. This has not yet happened in the 12 days since WPC proof was sent to SGC.

### **Drainage at Westerleigh Playing Field**

Three companies were asked to advise and quote. Quotes were received from CPS Grounds and D E Spencer & Sons but Sportfields declined to quote on this work. The quote from D E Spencer is favoured as the work seems to address the issue in more detail and is itemised whereas the CPS quote seems more superficial.

5 of 6 Councillors present gave authority for the Clerk to appoint D E Spencer to do this work. Assurance was given that itemised work not required would not be charged.

Total cost of all work on quote is £2300 plus VAT.

### **Matters at Bitterwell Lake – Tree work, toilets, benches etc**

**Picnic benches** – the type of bench being put forward is a recycled “Sturdy” plastic bench with extended ends for wheelchair user-friendliness.

<http://www.marmax-products.uk/leisure-theme-parks/Picnic-Theme-Parks/Recycled-Plastic-Picnic-Bench-Sturdy-Extended-Top>

The proposal is for two on existing concrete bases to replace two dilapidated ones. (One already removed). Clerk to contact Chris Belcher to install, and T Smith to take delivery.

The cost is 2 x £509 plus £90 delivery. Cllr Boulton proposed going ahead and Cllr Clark seconded this, with a unanimous agreement. This will come from the Says Court Community Benefit money.

**Benches** – Clerk to research two replacement benches.

**Toilet** – The aim is to purchase a permanent toilet rather than spend £88 per month on hire. As the DANFO option at approx. £25k is too expensive, other cabins are being looked at. An example from Toilets for sale was shown, however a model with mains cold water, mains sewage and disabled access is required. The cost is around £1650 plus VAT and delivery for an accessible version – see <http://www.toiletsforsale.com/product/accessible-toilet/>

Of greater importance is checking the site for mains and sewage connections and the Clerk will arrange this with Cllr Boulton.



It was confirmed that servicing the toilet forms part of the contract for running the Fishery at Bitterwell Lake.

**Tree Work** – It has taken longer than hoped to get a Tree Surgeon to quote for remedial work on trees overhanging the car park area at Bitterwell Lake. Richard Smart of Smart Trees has quoted £775 (which includes VAT so will actually be less). Clerk to check for TPO's in area. Cllr Clark proposed we authorise the work and Cllr Boulton seconded the proposal which all were in favour of. (PMN – SGC confirm there are no TPO's in that area).

**Signs** – Cllr Butler had prepared layouts for two signs for use at the Lake indicating opening times and restricted times during competitions. Clerk to send to Fishery manager for checking/completion and then purchase.

**Neighbours' Tree issue at Ivory Wood**

A neighbour of Ivory Wood has been trying to get permission since February to prune trees which are damaging her drystone wall. (Time delay due to Locum Clerk changeovers) Clerk gave go ahead at her expense for pruning.

**Councillor Vacancy**

The Casual Vacancy was advertised and no election was requested by the deadline of 5pm on 3rd July. The position is now advertised on notice boards and on the website under "Councillors" and further information can be obtained from the Clerk on [westerleighpc@gmail.com](mailto:westerleighpc@gmail.com).

The Council was delighted to have two potential candidates at tonight's meeting.

**Finance Training** – the Locum Clerk asked for permission to book a place on the ALCA Finance & Accounting Course in October. Cost £50.

Agreement was proposed by S Blackmore and seconded by P King and unanimously agreed

11. **Items considered urgent or exempt by the Chairman (if any)** - None

12. **Date of Next Meeting** – Monday September 11th at 7.15pm at Westerleigh Village Hall  
(NB there is no meeting in August unless urgent matters come up)