

Present: Cllr Butler (Chair) Cllr Taylor, Cllr McCullough, Cllr King, Cllr Fay Clerk: S Simmons

99. Apologies for absence Apologies were received from Cllr Gibbs
100. Declarations of Interest under the Localism Act 2011 No declarations made
101. To approve Minutes of E & L Committee meeting 23.05.2018
The Minutes were unanimously approved and signed by the Chair
102. Committee to receive update re Westerleigh Playing Field drainage
- a) Following approval to proceed with the revised quotation (£15449.91) at the Parish Council meeting on September 9th 2018 the Clerk notified MJ Abbott of the contract award. The Clerk has now been contacted by the Contract Manager and informed that the work is scheduled to take place on 5/11/18 and will take approximately 6 days. It was also noted that the Council do not wish to have new turf if it is at all possible to use the existing turf. The Contract Manager considers new turf will not be needed. A pre-start site meeting with the Contract Manager is arranged for Thursday Nov 1st 2018 at 10am at the field to discuss the plan and ensure everyone is clear on the work to be done. The Clerk and Cllrs Taylor, McCullough and King will attend.
- b) The invoice for a deposit of 50% has been received (£7750+VAT) and approval has been given to pay this invoice. It appears on the payment list below but was previously approved in principle at the Full Council meeting on Sept 10th.
- c) Signage to notify the public about the works is to be put up at entrances to field by Clerk during October and at the meeting on Nov 1st safety arrangements can be discussed.
- d) An email has been sent by the Clerk, to the Football team, and needs confirmation of receipt of the fact that the field will be unplayable for at least 8 weeks to allow new grass surface to root properly. (PMN 27/9/18 the football manager is aware now and fully supportive of the plan)
103. Committee to receive update on Wet pour surface at play area on WPF
The new overlay wet pour surface was completed on 26th September 2018 by GB Sports & Leisure. Cllr Taylor confirmed the work is neat and complete.
104. Committee to consider provision of policy in regard to security of green spaces
The Committee considered parish green spaces and the security currently in place or that could be put in place for the future. Where possible gates are already padlocked or posts are in place with combination codes only issued to those that need access. At other open spaces it is considered impractical to be secured further.
- The Committee agreed that a policy for unauthorised encampments is needed and the Clerk will progress this and issue a draft in due course.
105. Committee to consider use of remainder of 17/18 CIL budget
SGC paid WPC a CIL (Community Infrastructure Levy) payment of £3876.85 in April 2018.
The Clerk has checked the agreement with SGC. The funds must be spent within 5 years. Under Government legislation the Parish Council must report details of CIL receipts annually, which must include: total received; total spent; total unspent; details of what spent on and plans. The Parish Council must publish the report annually on the PC website.
- A Parish Guide, which will go to every address in the Parish, is currently being prepared and will use approximately £600 of the funds.
- A proposal has been received from Avon Wildlife Trust for their next project in the Parish and the Committee decided this would be good use of the remaining part of the CIL budget. This will be on the agenda for the Full Council Meeting on October 8th 2018.

106. Committee to discuss projects from agreed 2018/19 budget allocations

Manor Hall Toddler area – the Manor Hall team are still trying to obtain permissions for the equipment for which £18000 is allocated.

Newman Field – the planned works at Newman Field have been done – picnic tables and a new bin, a new area of native trees

Bitterwell Lake – the additional picnic table is in place

Other works are outlined above in items 102 & 103.

Any other suggested projects

The Committee would like to consider larger bins in 2 locations on Ram Hill where overflow is an issue.

The Committee would like to consider the provision of more seating at:

Mayshill triangle - Clerk to gauge response from nearby residents

Pansy Vale - Clerk to gauge response from nearby residents

Says Court Farm – Clerk to discuss with Avon Wildlife Trust – possibly seating or a shelter next to one or both information boards

The Committee would like to install a pathway suitable for wheelchairs from Henfield Hall car park to the first set of gates along the boundary with Bitterwell Lake to allow safer disabled access to the Lake and field. This was originally approved in 2015 pending quotations but due to PC circumstances at the time was never completed.

107. Committee to consider Planning Applications received since last Council Meeting including:

PT18/4124/TRE Works to trees as per the applicants proposed schedule of works (Section 7 of the submitted application form) received by South Gloucestershire Council on 6th September 2018. Tree covered by preservation order SGTPO 03/97 dated 21st October 1997. 278 Badminton Road Coalpit Heath Bristol South Gloucestershire BS36 2QW

The Committee on behalf of WPC have no comment to make on this application.

PT18/4198/F Erection of a two storey side extension to form additional living accommodation and the formation of 2 no. parking spaces. 20 Wayleaze Coalpit Heath Bristol South Gloucestershire BS36 2PL

The Committee on behalf of WPC have commented on the boundary line wall which includes a first floor window.

PT18/3760/TRE | Works to crown reduce a Field Maple by 1-1.5m to leave a height of 12m and radial spread of 4m, covered by SGTPO 03/97 dated 21/10/1997. | 3 Oakwood Gardens Coalpit Heath Bristol South Gloucestershire BS36 2NB Already approved by SGC. Application was not issued for Consultation until day of decision.

Neighbouring Parish

PT18/4161/TRE Works to fell 2 no. Oak Trees, covered by SGTPO 01/10, dated 13/07/2010. 56 St Saviour's Rise Frampton Cotterell Bristol South Gloucestershire BS36 2SW

The following comment has been submitted: by the Committee on behalf of WPC:

This comment is on behalf of Westerleigh Parish Council as the trees concerned are very close to the Parish Boundary.

The trees are older than the property concerned. It is felt that the reason the trees were originally given protected status was during a period of housing development to ensure their continued existence as ancient or special trees. It is not felt appropriate that due to inadequate foundations being placed for a conservatory the protected nature of the trees should be over-ridden and they be felled. The Council object to this application. Any fault for damage lies with the building of the conservatory where the trees were not taken into account.

108. Committee to approve Payments

Invoice rcvd	Paid	Payee	Description	Total inc VAT
19.9.18		South Glos Council	Qtrly grass cutting (July/Aug/Sept)	478.80
25.9.18	25.9.18	HMRC	September PAYE	317.71
25.9.18	25.9.18	Avon Pension Fund	September Pension	44.67
25.9.18	25.9.18	Clerk	September Salary	1,293.75

25.9.18		Cute Maps	Final payment	262.50
24.9.18		PKF Littlejohn	External audit fee	480.00
26.9.18		MJ ABBOTT	Drainage Deposit (approx 50%)	9300
26.9.18	To be paid to Clerk	2 Poppy Wreaths for Remembrance Sunday	These were paid by Clerk and will appear on September expenses	37.98

All payments were approved and signed as per Finance Regs.

109. Correspondence

The Planning Inspector has allowed the appeal against the refusal for the Blackberry Park development and granted outline permission for up to 215 homes to be built on Woodlands Farm.

Dates for Street Lighting changes – 3 weeks from 5/11/2018

110. Clerk to report on issues or other updates including:

Bins

The contractor who empties our bins has suggested that where additional rubbish is left next to bins he will remove and dispose and charge the PC extra based on the weight, which is how he is charged for disposal.

The Clerk will investigate options for larger bins on Ram Hill as discussed in item 106.

Ivory Wood issues

There are two issues that have arisen:

- a) footpath LWE/30/10 part of Community Forest Path is apparently unpassable;
- b) damage to trees and possible creation of unauthorised track in corridor from Huckford Lane reported by local resident

In order to investigate these issues the Clerk and a Cllr will walk the paths on Friday September 28th.

Says Court Farm

The Clerk and Cllr McCullough met with two representatives of AWT at Says Court to see the current situation and discuss possible future projects (and to take photos for the Parish Guide). AWT were asked to provide at least a 3 year plan and request for funds as part of the Community Benefit money from the site. This has now been provided, and also as mentioned in item 105 & 106 above, and will be further discussed at the full Parish Council meeting on October 8th.

111. Items considered urgent or exempt by the Chair

The Chair had none but issues were raised of risks to safety on Shorthill Road by overgrown bushes and shrubs causing use of road instead of footpath, and including by children, at a bus stop. The advice is to report to SGC direct or via Ward Cllr Young.

A further issue of dumping on open ground was reported and again this should be reported to SGC or Environmental Health dependant on what is dumped.

A previous question regarding a piece of green at Ram Hill (east towards Broad Lane) was asked to be followed up.

112. Dates of future meetings

Full Parish Council meeting October 8th 2018 Westerleigh Village Hall 7.15pm

F & GP Committee meeting October 29th 2018 currently 8pm at Newman Room Manor Hall Coalpit Heath

Next E & L Meeting will probably be planned for January 2019