

WESTERLEIGH PARISH COUNCIL
Full Council Meeting Monday March 9th 2020
Westerleigh Village Hall 7.15pm

**Present: Cllr McCullough (Vice Chair), Cllr Clark, Cllr Lean, Cllr Di-Duca, Cllr Goddard,
District Cllr Stokes
Clerk S Simmons**

**As the Chairman was absent the meeting was chaired by the Vice Chair Cllr McCullough
A notice regarding Coronavirus was displayed.**

2724. Apologies for absence

Apologies were accepted from Cllr C Young and Cllr S Reade and Cllr Taylor was attending a CEF meeting.

2725. Declarations of Interest under the Localism Act 2011

None

2726. Reports from South Gloucestershire Councillors on matters relating to the Parish
Westerleigh Parish Council – District Councillors’ Report

Member Award Funding 2019/20 and 2020/21

The 2020/21 budget of South Gloucestershire Council has now been approved and Member Award Funding will continue for another year. Each district councillor will have £3,000 worth of funding to allocate to groups in the voluntary and community sector who meet the necessary criteria and have a proposal that will benefit the community. We have also now allocated all of our Member Award Funding for 2019/20. We each gave a third of our MAF to Coalpit Heath Cricket Club to enable them to get new practice nets as well as a smaller grant to the Friends of Ram Hill Colliery for seating. We also awarded funding to Green Community Travel, Shopmobility and Great Western Air Ambulance Charity which will benefit residents across Frampton Cotterell ward. We welcome expressions of interest for Member Award Funding in 2020/21.

New vehicles for Green Community Travel

Green Community Travel has received two new minibuses at a handover on 3rd March. A further two vehicles are scheduled for delivery later in the summer. The new minibuses were paid for out of £740,000 funding from the West of England Local Enterprise Partnership. This was secured through the Local Growth Fund administered by the West of England Combined Authority (WECA). The new minibuses are equipped with Euro 6 engines and will replace some of the oldest vehicles in the existing fleet, helping to reduce harmful emissions, as well as lowering fuel consumption and reducing ongoing maintenance costs.

Consultations

Residents have just under a week to respond to Travel West’s two travel consultations. One is on the West of England Bus Strategy (<https://travelwest.info/projects/transport-consultations/west-of-england-bus-strategy>). The second is on the West of England Cycling and Walking Infrastructure Plan (<https://travelwest.info/projects/transport-consultations/west-of-england-local-cycling-and-walking-infrastructure-plan>). The closing date of both is 15th March.

Cllr Stokes also gave information on the Rural Community Energy Fund. Details can be found at <http://www.westofengland-ca.gov.uk/south-west-energy-hub-rcef/>

2727. Pre-arranged items from members of Public

None

2728. Parish Councillor Reports – written submissions, taken as read with questions taken as necessary

None as Minutes for meetings attended have been received

2729. Council to Approve Minutes of Parish Council meeting held on 10th February 2020

Version 2 of the draft Minutes which included a correction to the District Councillors report was unanimously approved and signed by Cllr McCullough

2730. Council to consider application(s) to fill Casual Vacancy

The applicant was unable to attend so co-option will be on the next agenda.

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2731. Council to co-opt a new member (if applicable)
Not applicable

2732. New Councillor to sign Acceptance of Office (if applicable)
Not applicable

2733. Council to consider idea of Christmas decorations in Coalpit Heath
The Clerk had obtained quotes from SGC for the required circuitry to be installed in lighting posts, for installation and dismantling of lights before and after Christmas, and two quotes for 2m column lights. Based on lighting 26 columns the approximate prices were:
SGC circuitry £2860
SGC install/dismantle £3640
Average Annual cost of 3yr contract lights £4000

With advice from the Clerk/Finance Officer, the Parish Council felt that at the moment there are certain elements of Parish finance that are still to be confirmed, and that a lower than expected amount of CIL income will be received in 2020. For these reasons the decision was taken unanimously to defer the idea of Christmas Lights on Badminton Road until 2021.

2734. Council to consider memorial to James (Jim) Kendall – past Parish Councillor
As requested at the last meeting the Clerk has been in touch with St Saviours Church. They have their bi-monthly meeting on March 11th to discuss this memorial.

2735. Council to consider any planning applications that have been posted on SGC planning list including:

a) **P20/03073/RVC** Variation of condition 2 attached to planning permission PT18/1317/RVC (originally PT17/1892/F) to substitute plans 003 Rev and 004 for 003 Rev B and 004 Rev A to facilitate alterations made to plot 2. Church Leaze Farm Henfield Road Coalpit Heath BS36 2UY
Westerleigh Parish Council has no comment to make on these revisions.

b) **PK18/4565/F** Demolition of existing garages and removal of portacabins. Erection of 1 no. light industrial building (Class B2) with parking and associated works. Copp Barn Westerleigh Road Westerleigh Bristol South Gloucestershire BS37 8QH
To note: Letter from applicant in response to Member 'calling in'
Update on Development Committee meeting 5th March 2020

The application has now been Approved with Conditions. A resident asked how best to proceed with monitoring the actual activity on site. The Clerk suggested that any observation of activity that goes against the conditions should be reported to the Parish Council and/or SGC so that Planning Enforcement can be notified.

District Councillors reiterated that the Planning Consultant had expressed a desire to keep the PC and residents in the loop. The Clerk was asked to write to the Consultant to ask that communication is maintained. A member of the public wanted to thank the Parish Council for the information, involvement, and impartial support given to them through the planning application process.

c) **LI20/1020/STS** Licence Application for a Renewal Street Trading Consent in South Gloucestershire
Re: Layby Badminton Road Coalpit Heath Trading As: The Bigger Eater
Westerleigh Parish Council has no comment to make on this.

d) **P20/02144/LB** Replacement of 5 no. windows on the rear elevation. The Old Stores Westerleigh Road Westerleigh South Gloucestershire BS37 8QP
Westerleigh Parish Council supports this application to improve the building.

e) **P20/03485/F** Erection of single storey rear extension to form additional living accommodation. Ivory Hill Farm Park Lane Winterbourne South Gloucestershire BS36 1AS
Westerleigh Parish Council supports the restoration of this building in general however asks that the use of a "corrugated roof" be looked at. There may be a confusion of styles across the various buildings if this is used.

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f) **P20/03486/LB** Erection of single storey rear extension to form additional living accommodation. Ivory Hill Farm Park Lane Winterbourne South Gloucestershire BS36 1AS
Westerleigh Parish Council supports the restoration of this building in general however asks that the use of a "corrugated roof" be looked at. There may be a confusion of styles across the various buildings if this is used.

g) **P20/03889/F** Change of use from holiday/commercial leisure (sui generis) to dwelling (C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). Henfield Barn The Hollows Coalpit Heath South Gloucestershire BS36 2UU
Westerleigh Parish Council queries whether the change of use should be to C4 as this appears to be a ten bed roomed house and therefore may become an HMO (House of multiple occupation)?

2736. Council to receive information or consider/approve matters relating to Bitterwell Lake
 In order to make the Lake shed a more useful structure for admin, ticket sales, retail, fishing equipment etc a planning enquiry was submitted to SGC to understand if any planning application was required. The reference was ENQ20/0091.
 SGC responded by letter on 20.2.2020 saying that the shed can be sorted out under permitted development, so the Lake Manager was informed that he can complete the work.

It was noted that the Lake Manager had stepped in to 'save' a fishing match which was in danger of being cancelled on a river which has been affected by intense recent rainfall. This was noted as a very good thing to have done.

2737. Council to receive information or consider/approve matters relating to The Chalet (non-Exempt) including: Progress with planning permission P20/00423/F
 On Friday March 6th the planning officer on this application notified the Clerk that a Roost Assessment is necessary on the shed and mobile home within The Chalet curtilage. The Parish Council were given the opportunity to put the application on hold, which the Clerk has done, and the planning officer has confirmed.
 The Clerk has already contacted three potential consultants and received one quote so far. The Parish Council approved the Clerk to make the decision on choosing a Consultant and getting the assessment completed as soon as practical.

2738. If planning permission is granted above then all members of Full Council to clarify Application for Public Works Board Loan and resolve to start the application
 Not applicable

2739. Council to consider/discuss/approve the following Grant applications:
St Peters Hospice
 The Parish Council noted that 98 patients were referred to St Peters in the past year from this Parish and unanimously approved the request for £1280 for St Peters Hospice to enable the purchase of a Sara Steady aid. The Clerk explained that this will come from the 2019/2020 Community Benefit fund (Says Court Solar Farm)

2740. Council to approve payment of accounts

SGC	Localism Bins/Grass cutting	552.16
Coalpit Heath Cricket Club	Grant from CIL for new cricket nets	3,900.00
S Simmons	Reimburse for 2 x Condolence books	10.18
Hands Property Maintenance	Feb bin emptying	448.00
S Simmons	Feb Clerk expenses	113.46

nPower	Aerator at Bitterwell Lake	9.21
Yate Storage	Storage at Backfield Farm	75.00
CPS	Grass cutting 2019	1,094.88

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Andyloos	Disabled access loo at Bitterwell Lake	182.40
CPRE	Annual membership	36
Information Commissioners Office	Annual Data Protection registration	35
H3G	PC mobile phone	18.43

For payment after April 1st 2020

ALCA	NALC/ALCA annual sub	573.93
CPRE	Annual membership	36.00

All payments were unanimously approved and paperwork was signed as per WPC Financial regulations.

2741. Council to consider responses to Consultations:

Planning Committee/Delegations Review

The recent Copp Barn application gave an example of how some of the new process works.

A further discussion took place along with the input of the District Councillor.

The Parish Council response to the Consultation can be found on the Parish Council website at:

<http://www.westerleighparishcouncil.org.uk/wp-content/uploads/2020/03/PLANNING-PROCESS-REVIEW-MARCH-2020.pdf>

2742. Correspondence/Communication with Westerleigh Parish Council:

From SGC:

- Appeal letters relating to planning enforcement at Dodmoor Farm
- Acknowledgement of 2020/21 precept request
- Minutes of CEF (Coalpit Heath coverage) 18th February 2020
It was noted that one PCSO has been particularly helpful in liaising over ASB in the Parish where there is some cross-boundary change of personnel.
- Letter from Streetscene Supervisor explaining that some grass cutting is being delayed due to inability to get large mowers on very wet ground. This may also affect our own contractor CPS – Clerk to check.

Other:

- Information on Coronavirus for local council sector
There is a link to the government advice on the Parish Council
<http://www.westerleighparishcouncil.org.uk/need-advice-relating-coronavirus-go/>
or you can go to it direct at
<https://www.gov.uk/government/topical-events/coronavirus-covid-19-uk-government-response>
- Avon Pension Fund 2021/21 Employee contribution rates – no change to WPC employee rates

Meetings:

- **Environmental Link meeting** Thursday 19th March 2020, 10:00 courtesy of Tortworth Estates the meeting will be held in the Estate Office, GL12 8HF Cllrs Taylor & McCullough to attend
- **Joint Cycleways Group** Wednesday 1st April 6.30pm at Poole Court, Yate
Cllr Taylor to attend
- **Community Engagement Forum (CEF) (Coalpit Heath area)** 23rd June 2020 at the Greenfield Centre.
Cllr McCullough and others to attend

2743. Council to receive information from Clerk regarding ongoing matters and approval where relevant including:

Planning for Annual Parish meeting April 6th

Several (6 so far) local organisations have accepted invitations to do a short summary of their work.

Applying for a PWLB loan

Not yet applicable, although there may be a change of name or process imminently.

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Staff Committee

A Staff Committee meeting is due in April but it is now postponed to May and will take place immediately prior to the May Annual PC meeting on May 11th at 6.15pm. All parties were happy with this arrangement.

VE Fete on Westerleigh Playing Field

The Clerk is waiting to meet with some of the fete organisation team to explain which areas need to be avoided when putting fixings in the ground.

2744. Items considered urgent or exempt by the Chairman

There were Exempt items to discuss which are minuted separately.

2745. Dates of future Parish Council meetings and additional Committee meetings

Annual Parish Meeting Immediately followed by Full Parish Council Meeting Monday April 6th 7.15pm Manor Hall, Coalpit Heath (this is a week earlier than normal due to Easter)

F & GP Committee meeting Monday 23rd March Manor Hall red brick annex 7.15pm

Full Parish Council Meeting May 11th 7.15pm Westerleigh Village Hall (preceded by Staff meeting at 6.15pm)

The public meeting closed at 8pm