

MINUTES OF FULL MEETING OF WESTERLEIGH PARISH COUNCIL
Monday March 8th 2021 7pm

Zoom Ref: <https://us02web.zoom.us/j/81380991771?pwd=L1RmOW9HMnBZaXFwOTQvZUt4bjFoUT09>
Meeting ID: 813 8099 1771

**Present: Parish Cllrs - Cllr R McCullough (Chair) Cllr R Taylor Cllr A Di-Duca Cllr C Goddard Cllr T Clark
District Cllrs – Cllr S Reade (BV) Cllr B Stokes (BV) (Cllr T Clark is also a District Cllr for FC)
3 members of public.**

2930. Welcome by the Chairman

Cllr McCullough welcomed everyone to this Zoom meeting.

2931. Apologies for absence

Accepted from Cllr J Lean and Cllr C Young unable to join due to other meeting commitments.

2932. Declarations of Interest under the Localism Act 2011

None

2933. Reports from South Gloucestershire Councillors on matters relating to the Parish

Frampton Cotterell Ward Councillors' Report

New Covid-19 Testing Sites in Yate

A new Covid-19 testing site, for residents who are symptomatic, has opened in the car park of Courtside Surgery on Kennedy Way in Yate. This new site replaces a Mobile Testing Unit previously sited at Culvert Avenue which closed on Sunday 21st February. This new site will be a walk-through testing facility. Testing at the new site will operate on a strictly appointment-only basis. Current Government guidance is that only those with symptoms should book a test. This can be done through <https://www.gov.uk/get-coronavirus-test> or by calling 119. Residents must not turn up at the site if they have not booked an appointment beforehand. Anybody who turns up without an appointment will be turned away.

In addition to this a new site offering Lateral Flow Tests (LFT) for Covid-19 has opened at Yate Parish Hall on Station Road. These tests are for anyone who is asymptomatic, cannot work from home and has to be in contact with colleagues and the public in order to do their jobs. Many of these individuals are providing vital services to the community during lockdown such as health and social care workers. South Gloucestershire Council is urging such workers to frequently book and take a test (ideally twice a week). This testing service offers appointments seven days-a-week from 8:30 a.m. to 5:30 p.m. (with late opening until 7:30 p.m. twice a week).

Community "Surge" Testing Areas

At the start of the month the Department for Health and Social Care announced that South Gloucestershire will be providing additional community testing for Covid-19 for specific postcode areas in Bradley Stoke, Patchway and Little Stoke between 1st and 14th March. Surge testing is solely for residents who are asymptomatic. The parish of Westerleigh is not within any of those areas. Some parishioners, however, are still urged to participate. Anybody who travels to these postcodes for work, education or to visit someone in their support bubble is eligible to participate. Further information about community surge testing sites as well as collect and drop centres can be found at <https://beta.southglos.gov.uk/community-surge-testing/>.

Call for Sites Information Published

Last year South Gloucestershire Council undertook a "Call for Sites" exercise. They have now published all the sites that have been submitted as an interactive map - https://maps.southglos.gov.uk/Map/Map.aspx?mapName=CFS_MAP_01. They have also published an FAQ sheet giving further information about the Call for Sites and how the council will use this information.

It is important to note that, just because land has been submitted to the Call for Sites process, it does not automatically mean it will go into the new Local Plan. It also does not indicate that planning permission is likely to be granted on any land.

All sites submitted to the Call for Sites will now be assessed and considered against priorities for the new Local Plan and the council's broader objectives for achieving net zero carbon by 2030. The next stage of the process will also see each proposed site technically assessed using national planning guidance (called the Housing and Economic Land Availability Assessment (HELAA) process). The HELAA process assesses whether each

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individual site would be potentially suitable for development. It does not decide which sites should be proposed for allocation through the Local Plan. There will be further public consultation, for the next stage of the new Local Plan, on the sites which have passed through the HELAA process and could form part of our new plan.

2021 Census and Library Services

In line with government guidance, the South Gloucestershire Library Service is now providing click and collect, home delivery services to existing users and digital services. Computers and Wifi will be available for *essential purposes only* at most libraries from 8th March for an hour a day (bookable in advance). This also includes answering the 2021 Census which, for the first time, is being predominantly completed online. The census should ideally be completed on Sunday 21st March. Residents can get assistance with the census by ringing 0800 141 2021 (Open Mon – Fri 8 a.m. to 8 p.m., Saturdays 8 a.m. to 1 p.m. and Census Weekend 8 a.m. to 8 p.m.). They can also request a paper census form from <https://census.gov.uk/en/request/paper-questionnaire/enter-address/>.

Find out more about what services are being provided in an alternative form during lockdown at <https://www.southglos.gov.uk/leisure-and-culture/libraries/changes-to-library-services-during-covid19/>.

South Gloucestershire Council Budget for 2021/22

The council tax rate in South Gloucestershire, as had been widely anticipated, is to be 4.99% with 3% of that being ring-fenced to cover the rising costs of social care. Even with this council tax increase South Gloucestershire Council's own budget report showed that it is facing a £16.3 million funding gap by 2024/25. The authority's auditors noted that "The council's medium-term financial plan relies on the use of reserves to deliver a balanced position in 2020/21 and 2021/22 but this strategy is not sustainable in the medium to long term." In this position it will be difficult to avoid further tax council rises in coming years without necessitating further stringent cuts to the authority's budget.

Potential for EV Charging Station in Frampton Cotterell Ward

South Gloucestershire Council is exploring the potential for an Electric Vehicle Charging Station in Frampton Cotterell ward. The two locations being considered are the car parking spaces outside the shops on Lower Stone Close and the Coalpit Heath Village Hall (a.k.a. the Miners Social Club). Officers intend to consult with stakeholders (including Frampton Cotterell Parish Council and Westerleigh Parish Council) and residents in the coming months.

Clarifications: Cllr Clark reported that there had been a positive meeting (8/3) with Nigel Rigler and Emma Blackham in the team delivering this project. Sites were being judged on a list of criteria. The decision would be made by the Officers and only the Lower Stone option would involve consultation with residents, with installation late 2021/early 2022.

SGC Cllr Reade confirmed it would be himself that gives final sign off on any choices on EV points across Westerleigh Parish or Frampton Cotterell Parish. Cllr Reade also reiterated the need for site proposals or expressions of interest to be put forward for this project as SGC doesn't itself have suitable land in all areas. He explained there will be more detailed briefings including costings, rates for charging, and the revenue opportunities. The hope is to use locations with sufficient power for fast charging (20 minutes) so that users can shop/walk etc whilst their vehicle is charging up. This will be an ongoing project so proposed sites are welcomed.

Covid Vaccination Programme and Concessionary Bus Passes Changes

There are currently 19 GP surgeries, 2 hospital hubs and the mass site at Ashton Gate delivering vaccinations across Bristol, North Somerset and South Gloucestershire.

The roll out has expanded in the last week to include pharmacies and employer hubs who are large providers of care. Billings Pharmacy in Kingswood, Ellacombe Pharmacy in Longwell Green and Boots Pharmacy at The Mall have joined the programme so far but it is hoped that more pharmacies will shortly follow suit.

The West of England Combined Authority (WECA) and North Somerset Council, to help residents get to and from vaccination centres, have removed the time restrictions on the use of concessionary bus passes. Passes will now be valid at all times up to Friday 20th April in South Gloucestershire, Bath & North East Somerset, Bristol and North Somerset.

The vaccine roll-out is great news, but we must still do our bit to stop the spread by staying at home (except for specific essential reasons), following the Hands, Face, Space advice when out, and self-isolating and getting a test when necessary. Useful information about testing, self-isolation and vaccinations can be found at <https://beta.southglos.gov.uk/testing/> as well as <https://bnssghealthiertogether.org.uk/covid-19-mass-vaccination/>.

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Additional topic from FC Ward Cllr Clark

The Blackberry Drive spur is at the concept stage before local consultation. There is a plan to have an offshoot to the newly installed DKS Memorial bench. The funds are available for the spur already from developer S106 monies.

Additional topics from Boyd Valley Ward

Cllr Reade

There are instances of country lane verges being eroded where potholes or road edges have had tarmac laid to fill erosion or pot holes outside the limit of the actual carriageway. There is a policy to stop this erosion of verges happening, and also verges becoming like laybys for parking.

Cllr McCullough identified the Quiet Lanes area around Kendleshire as one such area to look at. Residents should be aware that verges must not and will not be eroded or the roadway widened by 'tarmac creep'.

Cllr Stokes

SGC Cabinet has agreed a £1m Resilience Fund to help those most in need – a support grant where other grants haven't been used. Publicity will emerge shortly on this. Email Ben.Stokes@southglos.gov.uk for details. There is also further funding for the Winter Support Grant for businesses.

Beech Hill site issues – Cllr Stokes reiterated the need to keep everyone in the loop and for the Clerk to report further complaints or chase progress regularly. (See Clerks report later in these Minutes)

2934. Pre-arranged items from members of Public

J Hughes – Great Western Air Ambulance Charity

Mr Hughes thanked the Parish Council for its donation of £5000 in January this year and invited the PC to visit the Air Ambulance base at Almondsbury once restrictions allow. He gave examples of the 'flying hospital' role the crew can offer with extensive capability and kit on board, rather than just transport to hospital. He reiterated his thanks. One Cllr revealed he had been in a position to be thankful for the service himself when he suffered a serious accident.

2935. Parish Councillor Reports – written submissions, taken as read with questions taken as necessary

Report from Cllr McCullough & Cllr Goddard from Yate Improvement Masterplan workshops
(See Appendix 1)

2936. Council to Approve Minutes of Parish Council meeting held on February 8th 2021

The Minutes were approved by all Parish Councillors present. They will be signed by the Chair and sent to the Clerk.

2937. Council to note receipt of E & L Minutes of February 22nd 2021 and Matters Arising

Cllrs noted receipt of the E & L Minutes.

The Clerk reported on matters arising:

Bus stop at Kendleshire – First of 3 to be looked at. Had a site visit (3/3/21) to look at refurbishment needs. Quote is £250 for small areas where replacement timbers and roof tiles are needed. Structurally sound apart from roof.

War Memorials

IMI have accepted the order to do the work and it should take place April/May subject to other jobs, weather etc. St Saviours have been notified via their new Church Warden.

Electricity to Tuck Shed

The E & L Committee specified that the Lake Manager could pay for a separate supply to the Tuck Shed (not off The Chalet). He has asked for this to be reconsidered due to the unfeasible cost. He has been notified that it can come from Chalet providing an upgrade to 100A is sorted first.

Litter

Request to SGC about partnering to combat litter – This went in on 23rd Feb - no response so far. (Cllr Reade asked for a copy)

New bin by Pansy Vale

Full size bin ordered after site visit– will be sited at the start of footpath at Eastern end of Broad Lane Dodmore Crossing footpath. (Near 3 boulders) Emergency Plan – Westerleigh Village Hall have approved

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having a defibrillator on site. Notes regarding the regular monitoring of defibrillators need to be reviewed and a system of governance put in place at each venue.

2938. Council to note receipt of monthly finance documents for February 2021

Noted – no questions arising

2939. Council to receive update to expected S106/CIL income for 2021/2022

When WPC set the draft budgets at the end of 2020 SGC had advised that only £16k of CIL/S106 funds was definitely in. They have now confirmed that £53k has been received for Westerleigh and that potentially around £24k should be received for 2022/2023. Most of this is from the Blackberry Park development. This means WPC will have much more money available for local improvements or projects from 2021/22 and ideas are sought. Cllrs approved the Clerk to invite the public through the website and Facebook page to make grant applications for local projects.

2940. Council to consider Planning Applications (other than those dealt with under COVID-19 Standing orders)

Applications & comments are listed on: <http://www.westerleighparishcouncil.org.uk/parishioners-planning/> and decisions made since the last meeting can be seen in Appendix 3 of these Minutes

Consideration of two mobile phone Base Station upgrades

(a) PROPOSED BASE STATION UPGRADE AT VF 86936 – PARK GATE FARM, WESTERLEIGH ROAD, COALPIT HEATH, BRISTOL, BS36 2UN

(b) PROPOSED BASE STATION UPGRADE AT VF 86931 – HEATH FARM, RAM HILL, COALPIT HEATH, BRISTOL, BS36 2TX

Go to our Parish Council website News page [HERE](#) for links to both of these proposals

Cllrs have no issues arising from the proposals of these existing sites.

2941. Council to receive Clerk report regarding ongoing matters and approvals where required

(a) COMPLAINTS - Beech Hill Farm soil moving activities

Since around Feb 25th there have been multiple complaints to Westerleigh & Dodington Parish Councils about the incredible mess generated by soil carrying lorries active at the Beech Hill Farm site. The roads have been horrendous with dirt, mud and debris. I have made several calls to SGC Enforcement but had received no acknowledgement or positive news of a visit to the site until Cllr Clark & Cllr Stokes stepped in on 3/3. There was also a road traffic accident where a cyclist had to go to hospital after bicycle slid from under him. Ref COM/21/0162/BOC. There has now also been complaints about working hours being ignored and I have added this information and request for looking at hours worked to the investigation using the same reference. **Cllrs reiterated the need to communicate complaints and chase.**

(b) Footpaths around Westerleigh

I received notifications of issues on footpaths south of Westerleigh village. The Public Rights of Way team responded and visited and removed some damaged timber and barbed wire and are aware of other requirements.

(c) ALCA & NALC combined subscription

Due April 1st 2021. Estimate of expected increased amount was £689.84, last year £573.93 Actual is £690.96.

(d) Joint Clerking charge – invoice for JCG clerking now Westerleigh has left the group. £126.48

(e) Internal Audit

I have booked the internal auditor for the third week of April for the internal audit certificate that precedes and forms part of the submission of year end Annual Governance and Reporting (AGAR) to PKF Littlejohn – the external auditor.

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(f) Quotes & prices received

- Install bin at Pansy Vale £180 APPROVED Purchase price for full size bin & delivery (Broxap) £251.00 (Approved at E & L meeting)
- Turf & rubber mat below bridge to meet RoSPA requirements £380 APPROVED
- Move vertical play posts £200 to dig out; £300 to re-install elsewhere on site. APPROVED

- Ad booked for recruiting new Cllrs in Frome Valley Voice £157 APPROVED
- For information - Quote received for work to fabric of building at Manor Hall £2380 – in budget.
- Kendleshire bus stop £250 – to make repairs to roof and timbers APPROVED

(g) Complaints & Suggestions - Area opposite Manor Hall

There is a (roughly) triangular green area with many shrubs that has become a dumping ground for dog walkers who can't be bothered to use the bin opposite and throw their dog waste bags into and under the shrubs. Neighbours have complained and asked if they could remove the shrubs and have just an open green area which would be easier for grounds maintenance. I have tried to talk to SGC on this.

Ideas arising from discussion: Darren Davison should be contacted to check permission. Action would need to retain visibility splay and avoid parking on grass. The tree should not be removed and possibly not all the shrubs. Ideas to consider – a flower bed in the centre; large tubs/planters; an additional bin; possible idea for Coalpit Heath WI? Clerk to follow up.

(h) Census 2021 March 21st

As the Census approaches various messages will be used to communicate with residents via PC website and Facebook page.

2942. Correspondence/Communication with Westerleigh Parish Council
From SGC

Traffic orders and road closures

North Road Yate from a point 66 metres south of its junction with Armstrong Way in a southerly direction for a distance of 250 metres. For BT pole replacement works (not before 16 March 2021) for approx 1 day's duration, between the hours of 9.30am and 3.30pm when signs or traffic lights in place.

Henfield Road from its junction with Ram Hill to its junction with Station Road in connection with the likelihood of danger to the public consequent upon bridge inspection works. From 9 March 2021 when traffic signs are in position and anticipated to be of 2 nights duration, 10pm and 4.30am.

Westerleigh Road, Emersons Green / Coalpit Heath & Westerleigh Hill, Westerleigh - Temporary Road Closure these works have been postponed to 15/03/21 – 26/03/21. These works will be carried out during the day and the road closure will be operative weekdays 7:30am – 5:00pm.

WECA – Mass Transit Project pre-consultation letter and webinar Thursday 11 March at 1:30 – 2:30pm.

Other

Avon Pension Fund 2021/22 Employee contributions table (unchanged for WPC staff)

CEF COVID Vaccination Information events

Please see Appendix 2 for full details of online events below

Thursday 11 March - **COVID-19 Vaccination Information Event for Pregnant and New Mums**

Thursday 18 March - **COVID-19 Vaccination Information Event for Older People**

Thursday 25 March - **COVID-19 Vaccination Information Event for LGBTQ+ People**

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2943. Council to consider responses to Consultations

NALC – PC21 RIGHT TO REGENERATE

The Ministry for Housing, Communities and Local Government (MHCLG) have recently launched a consultation seeking views on proposals to reform of Strand 2 (land owned by a local authority or certain other public bodies) of the Right to Contest under the Local Government, Planning and Land Act 1980 operated by the MHCLG. The main consultation document can be downloaded [here](#) .

Response to be forwarded:

Westerleigh Parish Council confirms the need for many clear definitions in this draft (what is considered 'long-term'; what is the definition of 'under-used' etc) and would prefer 'abandoned' land as a term rather than 'unused' or 'under-used'. This Parish Council worries that this system would incentivise developers to try and obtain land 'on the cheap' and give applicants unfair advantages which should be addressed and removed. All local councils should be approached before this process is invoked, so as to establish any planned usage or status of land thought to qualify.

The Clerk will submit this response to NALC and to MCHLG

2944. Council to consider RESOLUTION to continue with COVID-19 Delegated Powers to the Clerk and to continue dealing with Grant Applications & Planning Applications by email

This Resolution was proposed by Cllr Taylor and seconded by Cllr Clark with all in favour.

2945. Items considered urgent or exempt by the Chairman

None

2946. Dates of future Parish Council meetings/Committee meetings

Full Parish Council meeting Monday April 12th 7pm Zoom

The meeting ended at 8.25pm

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APPENDIX 1

Report from Cllr Goddard & Cllr McCullough on Yate Town Improvement Masterplan Engagement Team Workshop. 23/02/2021

The presentation was given by Jason Butler from ARUP. This is based on the Public consultations that took place October/November 2020. The plan was described as a series of Themes. It is seen as having Regeneration Opportunities, giving Yate a new and dynamic identity over the next 20 years. A new 12 week public consultation is planned for end of May/June 2021.

Area around River Frome.

Described as Access to Nature. They envisage making a wetland/nature area, with walking paths, tree lined walkways and cycle paths reducing the need for cars.

There are approximately 4.5 miles of continuous parkland around Yate. There will be no development within the Common.

Pavements will be permeable, large trees will be used for shading, creating boulevards. A rain garden will be created.

Station Road.

Local shops for local people seems to be the theme here. A mixture of retail and housing. It was noted from the Consultation that there is a strong sense of Community along Station Road. The plan is to link Station Road with the rest of Yate as presently it seems detached from it. Major junctions will have housing developments around them.

Yate Station.

The current platforms will stay. Multi storey parking and a new Plaza/Square with Cafes and retail units. Ease of access for pedestrians and cyclists. There are two options being looked at, depending upon the impacts and changes at the Industrial Estate. Both look at focussing and enhancing the listed Passenger Shed on the site.

Industrial Estate.

Will be enhanced, trees etc better access for Cyclists. There is a desire to create a new circular route through the estate, providing better access and encouraging new growth.

Yate Town Centre.

There will be no wholesale redevelopment. A large civic centre, almost a one stop shop for Medical facilities, utilities, libraries, open air markets. Retail shops and cluster housing for younger people. There is no time line or priority for when any of the works will start at this time.

A new Leisure Centre is to be built next to the Ridgewood Centre (a listed building) this will be a glass fronted modern building.

With the focus on Greener Cities, and this plan certainly does that, there are going to be 38 Charging Points for Electric vehicles at the Park and Ride and apparently there will soon be one in Yate Car Park. No details were given as to location. Having said that it was recognised that the Car will always be with us and must be catered for.

Question from Cllr Goddard. Are there any plans to enhance the Bus Service from Westerleigh Village into Yate as not everybody drives, it is impossible to walk from the Village into Yate and the narrow road make it dangerous in places for Cyclists?

Response from Becky from Jacobs who are dealing with the Transport part of the plan.

No, running an upgraded Bus Service is not commercially feasible.

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The plans for the development of Yate, expected to be over the next 20 years can be found on website Yatefuture.com.

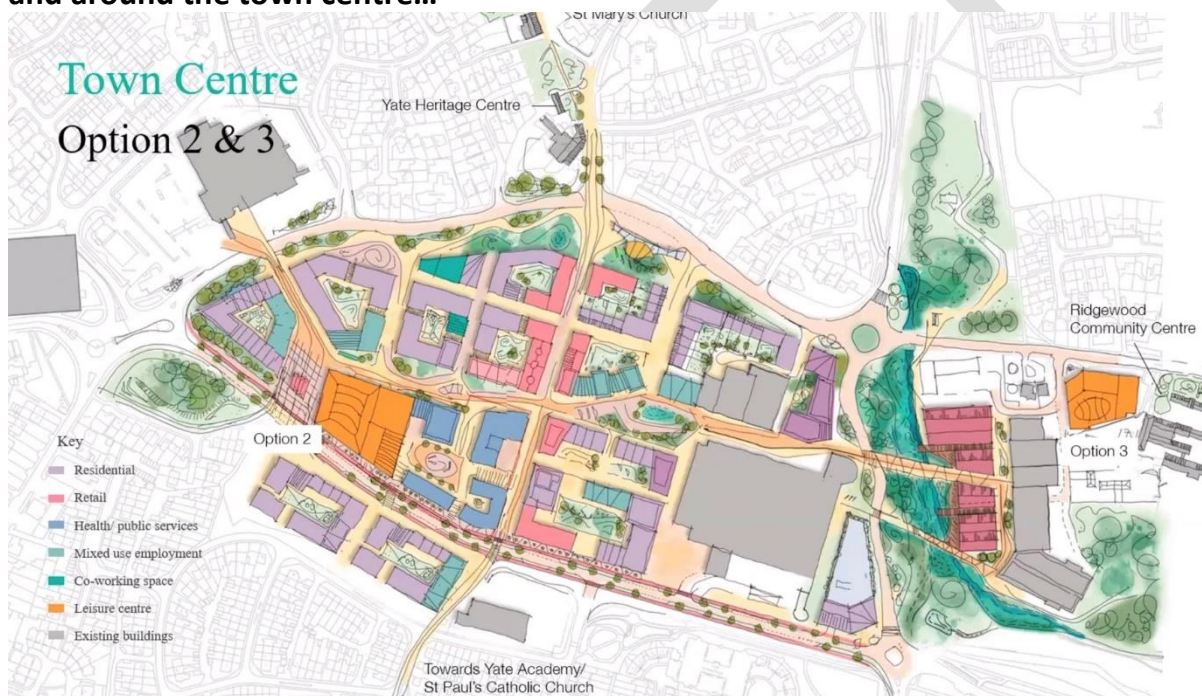
Comments from Cllr McCullough. I reiterated Dodington PC comment that their population has an older demographic and whilst all of the plans and ambitions sound good, for our parishes the key is the transport links.

Park & Ride projects will help, there's an established bus corridor (which will be reinforced over the coming years) from Coalpit Heath, but there will still be the need for some to drive into Yate. The intention at the main shopping centre is to redevelop onto the car parks and provide a multi storey car park near Tesco.

Also, during the initial Yate Masterplan workshop it was mentioned about the disconnect between the train station and the shopping centre. It's obviously problematic rerouting the railway line, but maybe something like a tram connecting the two along Station Road would be beneficial.

This was agreed by the Transport experts on the workshop, but is equally hard to put into place. Increased bus services along Station Road could be the cheaper alternative, and it is very much a recognised issue.

This is an indicative sketch showing the types of change that they will look at encouraging in and around the town centre...



This sketch provides for several public square areas, introduces green space and structure, and adds in much more residential than currently exists. There was concern from this of splitting the Leisure Centre provision across two sites.

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Appendix 2

Vaccination information sessions in March 2021

All three future events are listed here: <https://www.eventbrite.co.uk/o/healthwatch-south-gloucestershire-32608525971>

Thursday 11 March 2021

COVID-19 Vaccination Information Event for Pregnant and New Mums

To support people in South Gloucestershire who are pregnant or are new mums to make an informed decision about Covid-19 vaccinations, South Gloucestershire Council and Healthwatch South Gloucestershire are organising an event with local representatives from the NHS and Public Health to provide guidance and answer questions you have about the vaccine.

Date: Thursday 11 March 2021

Time: 12.30pm-2pm

To register to join this online event, please visit: <https://www.eventbrite.co.uk/e/covid-19-vaccination-information-event-for-pregnant-and-new-mums-tickets-142231709873>

Thursday 18 March 2021

COVID-19 Vaccination Information Event for Older People

To support people aged 50+ in South Gloucestershire to make an informed decision about Covid-19 vaccinations, South Gloucestershire Council, Healthwatch South Gloucestershire, South Gloucestershire Over 50s Forum and Age UK South Gloucestershire are organising an event with local representatives from the NHS and Public Health to provide guidance and answer questions you have about the vaccine. Please join us to hear from the experts and make an informed decision.

Date: Thursday 18th March 2021

Time: 10am to 11.30am

To register to join this online event, please visit: <https://www.eventbrite.co.uk/e/covid-19-vaccination-information-event-for-older-people-tickets-142717851937>

Thursday 25 March 2021

COVID-19 Vaccination Information Event for LGBTQ+ People

To support LGBTQ+ communities in South Gloucestershire to make an informed decision about Covid-19 vaccinations, South Gloucestershire Council, Healthwatch South Gloucestershire, and South Gloucestershire LGBTQ+ Network are organising an event with local representatives from the NHS and Public Health to provide guidance and answer questions you have about the vaccine.

Please join us to hear from the experts and make an informed decision.

Date: Thursday 25 March 2021

Time: 6-7.30pm

To register to join this online event, please visit: <https://www.eventbrite.co.uk/e/covid-19-vaccination-information-event-for-lgbtq-people-tickets-143099304873>

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Appendix 3

P21/00788/F Erection of 1. 8 m wooden entrance gates and wall (Retrospective) Orchard House Cooks Lane Coalpit Heath South Gloucestershire BS36 2UR

Westerleigh Parish Council has no objections. The new visibility splays are actually a considerable improvement.

P21/00231/F Erection of a single storey side extension to form additional living accommodation. 359 Badminton Road Yate South Gloucestershire BS37 5JF

Westerleigh Parish Council has no objections.

P21/00618/F Demolition of existing conservatory. Erection of single storey rear extension to form additional living accommodation. 8 St Annes Drive Coalpit Heath South Gloucestershire BS36 2TH

Westerleigh Parish Council has no objections.

DRAFT