

Present: Cllr R McCullough Cllr Taylor Cllr Lean Cllr Goddard Cllr Di-Duca  
Clerk: S Simmons

The meeting was initially Chaired by Cllr McCullough.

138. **Apologies for absence**

Cllr Clark needed to attend another PC meeting.

139. **Declarations of Interest under the Localism Act 2011**

Cllr Lean declared an interest in the Swift Coaching agenda item 7 now Minute 144.6

140. **Committee to appoint a Chairperson (Because Cllr McCullough is now Chair of the Parish Council)**

Cllr McCullough acknowledged that Cllr Goddard has expressed an interest in becoming the Chair of this Committee and no one else present wished to be considered. Cllr McCullough therefore proposed that Cllr Goddard be appointed and this was seconded by Cllr Taylor with all in agreement.

**Cllr Goddard took over the Chairing of this meeting**

141. **To approve Minutes of E & L Committee meeting 15<sup>th</sup> June 2020**

The Minutes were unanimously approved and Cllr Goddard will sign them and send to the Clerk.

142. **Pre-arranged items from members of public**

None

143. **Committee to discuss issue of LITTER & SGC**

Cllr Taylor voiced concerns over the appalling state of roads due to large amounts of litter, a situation which is worsening. Although SGC will clean up if asked due to its legal obligations this doesn't address the causes. Most litter is thrown from moving cars and is food & drink related – takeaway cartons, drinks cups, cans, bottles and packaging.

The suggestion is a more proactive partnership between the Parish Council and SGC working on prevention and enforcement possibly by the use of static cameras. The Police have confirmed they can put cases forward to prosecution based on dash-cam footage or other camera footage.

The proposal is that the Parish Council work with SGC, including sharing funding.

**The members of this Committee agreed with the proposal to investigate this partnership approach.**

A further question was asked as to whether takeaway outlets can mark cups, boxes etc with car registration details so litter can be traced and prosecutions follow as with fly-tipping.

The Clerk was asked to contact SGC through the Streetcare management team to see who this can be discussed with to take forward.

Whilst on the subject of litter Cllr Goddard introduced the suggestion of a litter bin near Pansy Vale due to the increase in walkers through that area. This was further discussed under agenda item 8 (Minute 145.6)

144. **Committee to discuss progress with ongoing projects including:**

144.1 **Emergency Plan & additional Defibrillators around the Parish £7500 CIL**

Final amendments need making to the Emergency signs. Cllr McCullough to action and circulate.

Need to speak to contacts at the venues involved about signage and possible defibrillators.

Cllr McCullough to meet with Football Club contact at Manor Hall Playing Field to look at site for shared cost defibrillator as football club has raised £500 towards this. The Clerk will supply contact details for the Miners Club and Sainsburys who may be able to contribute through their Communities scheme.

144.2 Tree Works

There is £5660 left in the 20/21 budget which will carry forward and £4500 added for 21/22. 2021 Survey is booked at a cost of £425. As well as the 21/22 remedial works replanting needs to be looked into. The Clerk will seek advice from SGC Tree officers and Wotton Tree Consultancy.

144.3 War Memorial works

Three sets of quotes have been received as follows:

- (a) The War Memorial Conservation Company (Cardiff)  
£4822.50 for the St Saviours War memorial and £2704 for the Westerleigh Village Green War Memorial.
- (b) AD Memorials, a local company quoted £940 for Westerleigh and £8850 for St Saviours.
- (c) IMI (Independent Memorial Inspection) – They supplied a quote for £1500 per memorial for cleaning and inspection followed by menu driven costings for lime pointing, re-enamelling letters, and additional lead on letters and so on. Therefore the final price is not exactly known.

The Clerk recommends the IMI quote due to the level of accreditations they hold and the fact they were recommended by another Parish Council. Based on estimates of numbers of letters and meters of pointing the Clerk recommends allocating around £6000 for this project although it could be higher.

Members asked when the work could be done and the Clerk has ascertained that it would be in April or May this year.

Cllr Taylor proposed the project be given to IMI and the Committee approved this. The Clerk will notify IMI of the decision.

144.4 Play equipment

Two new items have been purchased from CIL budget for Newman Field to replace rotting balance beams. The installation cost will be £650 (CRB) and should take place in the next couple of weeks.

144.5 Otter fencing

The total budget for this was increased to £10500 at a recent Parish Council meeting and includes £5k which has now been received (18/2) from Angling Trust.

The temporary RAPPAs electric fencing paid by WPC cost £659.04 in January.

Full otter prevention fencing has been ordered from Otterstop: Materials £3728.75 +VAT and this needs to be paid around the start of April. The installation cost of £5900 + VAT is payable in two stages – just before installation (May) and on completion. Total Otterstop cost is £9628.75 + VAT.

144.6 Funded Play Scheme days (Swift Sports Coaching)

£2400 has been put aside for 6 days activities from Says Court benefit pot for this. It had been intended to have an initial day in the February half term but due to COVID and schools being only partially open this wasn't possible although it was offered for the children attending school (Keyworkers/vulnerable etc). Hopefully the planned activities will be able to start during Easter holidays and continue in the summer holidays.

145. **Committee to discuss future projects or earmarked projects including:**

145.1 Manor Hall Toddler area

The MH Management Committee have decided not to proceed with this project.

The £16875.60 of Benefit money which is now not needed can return to the overall available pot.

A member of the MH Management Committee present at the meeting explained that the situation has changed since the inception of the idea in the early 2000's. There have been planning issues, and siting issues, and the increased use of the Hall could mean that noise from a play area would be detrimental. It is planned that the area will form an extension to the existing play area used by Play School and childrens parties.

145.2 Avon Wildlife Trust at Says Court Farm

Due to the lack of activities through the pandemic, last year's grant to AWT was not fully used and so they haven't requested any further funds yet. It is anticipated that in the summer/autumn they will come back to us with an update.

145.3 3 x Parish Council bus stops refurb

This is on the To-Do list – Clerk to arrange site visits with Chris Belcher to look at structures and draw up quotes. Budget requirement tba.

145.4 Changes to Fishing Platforms

The Lake Manager has indicated a need for EIGHT fishing platforms on the road edge of the lake to be rebuilt so they are usable once the otter fencing is installed as the position of the fencing would render them only partially usable. The Lake Manager would do the work along with HP Building Services and James Hennessy of HP Building Services has provided a quote for £5424.67. This includes the resurfacing of the path on that side of the Lake, all materials for the platforms, machine hire and labour.

Since this work is needed in the next two months the complications of any grant from the Environment Agency/Angling Trust are felt to be unfeasible.

The Committee feel that the Lake Manager working on this is the right way to go however there are concerns over the safety of the platforms for stability, slipperiness etc. The Clerk will cover this in a formal response to the Lake Manager outlining his responsibilities as per his Fishing Licence Contract.

145.5 Electricity to Tuck Shop

The Lake Manager has asked the Parish Council to install electricity in the Tuck shed.

The view of the Cllrs was that this is a desire of the Lake Managers additional business activities and since it is not a requirement the Committee considers necessary it will not pay for this.

However, the Committee gives the Lake Manager permission to make arrangements to have electricity installed in the shed provided the following conditions are met:

- a) It must be a completely separate supply to The Chalet, not an extension or spur.
- b) This must be carried out by **Western Power** as it involves their incoming junction box and power supply.

145.6 New bins

Approx costs are £250-£300 per bin; Installation ~£150; Emptying ~£200 per year;

Pansy Vale request was approved by the Committee. Clerk to order a half size combined waste bin (dog & litter). Exact location to be agreed before installation.

146. **Clerk to give update on contracts associated with E & L topics**

It was felt a good reference to have all these details summarised in one place.

# MINUTES of Environment & Leisure Committee Meeting 22<sup>nd</sup> Feb 2021

Zoom Ref <https://us02web.zoom.us/j/83350759820?pwd=eURGldlsSGU5V1d4d2pic08yekINUT09>

Meeting ID: 833 5075 9820

---

## Grass cutting

New Contract with CPS Grounds started in 2020 for monthly grass cutting and annual flailing etc on Parish land £8704.75 (paid in equal monthly instalments of 725.40). This is a reduction due to the Lake Manager taking over grass cutting at the Lake.

Contract with SGC (Localism contract) for verges and so on. Annual charge £1662.30 (paid in equal quarterly instalments)

## Bin emptying

Contract with John Thornton (Hands Property Maintenance) for Parish owned bins £110 per week (27 bins) Equates to £5720 p a

SGC for emptying the single "Sainsburys" bin £212.99 pa

## Play equipment inspections

Weekly inspections Chris Belcher WPF & Newman Field equipment £44 per week

Annual Inspection by RoSPA appointed Playsafety Inspections ~£150 pa Due in April 2021.

## Bus stop inspections

Monthly Chris Belcher £44. Chris has noted roof repairs needed for last few months.

Toilet at Bitterwell Lake – contract with Andyloos

£38 per week

In response to a question the Clerk felt that these contracts have stable arrangements.

### 147. Committee to receive update of budgets available

Separate sheet attached showing updates following this meetings decisions

### 148. Items considered urgent or exempt by the Chair

None

### 149. Dates of future meetings (to be held on Zoom)

Full Parish Council meeting 8.3.2021 7PM

It is hoped the next E & L meeting will be a real-life meeting in the second half of 2021.

**The meeting ended at 8.10pm**

## Summary of Grant Pot situation 22.2.2021

There are 3 'grant pots' in the budget for Westerleigh Parish Council 2020/2021

- S137 – this is an allocation agreed for local organisations or groups that would not be covered by the other two pots
- CIL/ S106 funds – money received from housing developers
- Says Court Farm Community Benefit – money received from the Solar Energy company (£19,800 p.a. for 25 years from 2014-2038)

---

### Section 137 - WPC allocated £8000 to this pot for 2020/2021

Expenditure so far this year is:

Great Western Air Ambulance Charity	£2000	
SARA Severn Area Rescue Assocn.	£500	
Green Community Travel (Covid misters)	£480	
Westerleigh Newsletter	£100	
Yate Heritage Centre	£300	
Great Western Air Ambulance charity	£5000	
<b>Total so far.....</b>	<b>£8380</b>	<b>BALANCE -£330</b>

---

### CIL/S106 - For 2020/2021 there was a total of £24432.47 in this pot

Expenditure so far this year is:

Coalpit Heath Cricket Club new nets	£3900	
Aerator for Bitterwell Lake	£1645	
Cotswold District Scouts outdoor equipment	£2974.80	
Replacement play equipment Newman field	£1440	
DKS Commemorative bench	£1000	
<b>Total so far.....</b>	<b>£10959.80</b>	<b>BALANCE £13472.67</b>

Planned expenditure

Install play equipment at Newman Field	£650	
War Memorial restoration	£6000 estimate with extras	
Emergency Plan - Signs & Defibs	£7500	
Bus stop refurb	unknown	
Bin at Pansy Vale	400.00	

---

### Says Court Farm Community Benefit – For 2020/21 there was £50248.67 in this pot

Expenditure so far this year is:

Electric otter fence (temporary)	£659.04	
Fruit trees at Pansy Vale	£142.70	
<b>Total so far.....</b>	<b>£801.74</b>	<b>BALANCE £49446.93</b>

Planned and earmarked funds are:

<del>Manor Hall Toddler area</del>	<del>£16875.60</del>	
Otter fencing at Bitterwell	£4840.96 (Quote 9628.75 AT grant £5k)	
Swift Sports Coaching activity days	£2400	
Fishing Platforms and lake path	£5424.67	