

WESTERLEIGH PARISH COUNCIL



NOTICE OF MEETING

The Annual Parish Council meeting will be held at:	Westerleigh Village Hall
On:	Monday May 14th 2018
Commencing:	7.15pm
Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights.	
<u>Emergency Evacuation Procedure</u> In the event of a fire alarm or other emergency please exit the Hall via the nearest marked fire exit or safest evacuation route and meet at the designated assembly point outside the building.	

AGENDA

PLEASE NOTE: IN ACCORDANCE WITH COUNCIL MINUTE ITEM 1910 THIS MEETING MAY BE RECORDED AS AN AIDE MEMOIRE UNTIL SUCH TIME THE WRITTEN MINUTES ARE APPROVED. THIS RECORDING WILL THEN BE DELETED. [Ref: standing orders item 3j]

1. Apologies for absence
2. Election of Chair
3. Election of Vice Chair
4. Declarations of Interest under the Localism Act 2011
5. Reports from South Gloucestershire Councillors on matters relating to the Parish
6. Pre-arranged items from members of Public
7. Parish Councillor Reports – written submissions, taken as read with questions taken as necessary
8. Council to Confirm Minutes of Full Council meetings held on April 9th 2018 and April 26th 2018
9. Council to consider application(s) to fill Casual Vacancy
10. Council to co-opt a new member (if applicable)
11. New Councillor to sign Acceptance of Office (if applicable)
12. Clerk/RFO to report on 2017/18 Finances
13. Council to approve Section 1 of the Annual Return – Annual Governance Statement 2017/18 for Westerleigh PC
14. Council to receive Internal Audit report
15. Council to approve accounts for the year ending 31st March 2017
16. Council to approve section 2 of the Annual Return – Accounting Statement 2017/18 for Westerleigh PC
17. Council to approve Period for the Exercise of Public Rights for 2017/18 Accounts
18. Council to consider requirements for Committees, Sub Committees or Advisory Groups
19. Council to consider appointments to outside bodies

20. Council to consider any planning applications that have been posted on SGC planning list including:
- 20.1 PT18/1065/F Raising of roof line to facilitate first floor extension to form additional living accommodation. 24 Bitterwell Close Coalpit Heath Bristol South Gloucestershire BS36 2UQ
- 20.2 PK17/5953/F Demolition of existing extension and erection of single storey rear and side extension to form additional living accommodation. 2 Chestnut Farm Cottages Mays Hill Frampton Cotterell Bristol South Gloucestershire BS36 2NS
- 20.3 PT18/1954/F Demolition of existing garage and erection of detached double garage (amendment to a previously approved scheme PT18/0855/F). 14 Rathbone Close Coalpit Heath Bristol South Gloucestershire BS36 2TN
- 20.4 PK18/0859/F Demolition of two storey office building. Installation of overcladding, new dock leveller, corner parapet, additional windows and new entrance door to existing warehouse. Unit 5 Badminton Road Trading Estate Badminton Road Yate Bristol South Gloucestershire BS37 5NS
- 20.5 PK18/1899/F Sunnymead Farm Codrington Road Westerleigh BS37 8RG Erection of Agricultural Building for storage of hay, straw and machinery.

21. Council to approve annual insurance schedule

22. Council to approve payment of accounts

23. Council to receive detail on income since 1.4.18

24. Council to consider matters arising from internal audit

25. Update on progress towards May 2018 Data Protection legislation (GDPR)

26. Council to receive information from Staff Committee

27. Correspondence/Communication with Westerleigh Parish Council:
From SGC:

27.1 South Gloucestershire Online Consultation: **DOWNEND, HENFIELD & WINTERBOURNE AREA
Experimental Traffic Order 2018**

27.2 SGC Area Wide Grants for local groups

Other received items

- Environment Agency – Flood warning area updates – None in this Parish
- Wales & West Utilities – Regional Community workshops
- Vision West of England - A new vision for Visually Impaired People across the West of England
The team can be contacted at info@visionwestofengland.org.uk or via 01380 723682
- Winterbourne PC – Minutes of combined Parishes meeting on SGC Local Plan
- Minutes of Environmental Link meeting held Tuesday March 20th 2018
- CPRE Newsletter
- Joint Cycleway Group Minutes for the meeting held 17th April 2018.
- Request regarding Septic tank soakaway at Mayshill – referred to Environment Agency

Meetings

- South Gloucestershire Heritage Partnership Meeting Friday 5th October 2018, 9.30 to 12.40hrs at Cossham Hall, The Armstrong Hall Complex, Chapel Street, Thornbury, South Glos. BS35 2BJ
- Environmental Link meeting Tuesday October 23rd at Dodington Parish Hall 10.00am

28. Council to receive information from Clerk regarding ongoing matters and approval where relevant

28. Items considered urgent or exempt by the Chairman

29. Dates of future meetings and additional Committee meetings

- Environmental & Leisure Meeting: May 23rd Manor Hall 7.15pm
- Full Council Meeting: June 11th Manor Hall 7.15pm
- Finance & General purposes Meeting: July 23rd Manor Hall 8pm

S Simmons 8th May 2018