

## MINUTES

Present: Cllr Goddard, Cllr McCullough, Cllr Taylor, Cllr Kelliher  
Clerk S Simmons Deputy Clerk R Davis

**204. Apologies for absence**

Received from Cllr Adam Hill

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

None

**206. Committee to appoint their Chair for the year**

Cllr McCullough proposed Cllr Goddard to continue as Chair of this Committee. This was seconded by Cllr Taylor and approved unanimously.

**207. Council to review & consider any necessary Planning Applications**

[P22/02386/F](#) Demolition of existing dwelling and outbuildings and erection of 1 no. dwellings with detached garage and associated works (Resubmission P21/06892/F). Hareswood Cottage Westerleigh Hill Westerleigh BS37 8RB

Westerleigh Parish Council OBJECTS to this application for the same reasons as the previous two applications (P21/06892/F and P21/01335/F) were OBJECTED to, and subsequently the reasons for REFUSAL of those applications by SGC.

The previous objections were as follows:

Westerleigh Parish Council does not object in principle to the idea of replacing the building but does OBJECT on the grounds that the proposed increase in size (calculated as the volume) is disproportionate and thus constitutes inappropriate development in the Green Belt. The concern being that it conflicts with policies CS5 (Location of Development), PSP7 (Development in the Green Belt) and PSP40 (Residential Development in the Countryside).

PSP7 (Development in the Green Belt) para 4.7 states that: 'The term 'original building' in the Policy refers to the volume of a building when the original planning permission for its construction was given, or, for older buildings, the volume of the building on July 1st 1948 (when the Town Planning Act was introduced).'

ALSO: On P22/02386/F The Parish Council requests that the Planning Officer double checks the calculations for the volume of the proposed dwelling plus garage for compliance with policy PSP7 (Development in the Green Belt). For example, the plans quote the area of the garage as 50 sq m but this does not appear to include the intended first floor which adds another 30 sq m in area.

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

None

**209. Committee To approve Minutes of E & L Committee meeting March 28th 2022**

Unanimously approved and signed by the Chair.

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**210. Committee to receive information on relevant community benefit budgets**

The Clerk had provided the following figures on E & L budgets:

06 Environment & Leisure		Receipts		Payments		Current Balance	
Code	Title	Bal. B/Fwd.	Budget	Actual	Budget	Actual	Budget
20	Westerleigh Playing Field Inspections				1,500.00	77.00	1,423.00
21	Westerleigh Playing Field repairs & maintenance				1,000.00		1,000.00
22	Newman Field inspections				1,500.00	77.00	1,423.00
23	Newman Field repairs & maintenance				3,000.00		3,000.00
24	Bins - Emptying & new bin costs				7,000.00	472.00	6,528.00
26	Bus shelter inspections & repairs				500.00		500.00
27	Public seat repairs & maintenance				500.00		500.00
28	Pansy Vale works				500.00		500.00
29	The Pound works				500.00		500.00
30	Mayshill works				500.00		500.00
31	Ivory Wood works				500.00		500.00
32	Cenotaph works				500.00		500.00
33	Grass cutting				12,000.00	1,552.58	10,447.42
34	Ash die-back & tree planting				5,000.00		5,000.00
35	Bitterwell Lake Disabled Loo				2,500.00	174.80	2,325.20
36	Bitterwell Lake Aerator electricity				500.00	39.18	460.82
38	Bitterwell Lake Chalet Maintenance & Repairs	4,514.83			2,836.78		7,351.61
		<b>£4,514.83</b>			<b>40,336.78</b>	<b>£2,392.56</b>	<b>42,459.05</b>

  

07 Community Benefit Projects		Receipts		Payments		Current Balance	
Code	Title	Bal. B/Fwd.	Budget	Actual	Budget	Actual	Budget
42	Avon Wildlife Trust						
53	Community Benefit Says Court Farm	54,133.93	19,800.00	19,800.00	19,800.00	7,700.00	66,233.93
54	CIL/S106 benefit	13,376.15	62,824.67	62,824.67	62,824.67	389.00	75,811.82
59	Angling Trust Grant						
62	LNAP Local Nature Action Plan	4,685.00				108.98	4,576.02
63	BIN PROJECT	10,000.00					10,000.00
		<b>£82,195.08</b>	<b>82,624.67</b>	<b>£82,624.67</b>	<b>82,624.67</b>	<b>£8,197.98</b>	<b>156,621.77</b>

**211. Committee to discuss LOCAL AREA NATURE PLAN progress and any future projects needing approval including:**

Feedback from Westerleigh LNAP engagement event

Cllr Taylor fed back that the event, held at Westerleigh Village Hall on April 19<sup>th</sup>, had gone well and various ideas were put forward. Unfortunately, local landowners with large areas of pastureland that could be managed for nature did not attend. The sub group will need to engage them separately. A number of attendees left their contact details and they will be contacted to see if a village nature group can be set up. The LNAP sub group will meet in June to develop an action plan of nature projects. The Avon Wildlife Trust monthly events will be integrated into an LNAP communications plan.

No Mow May feedback/future ideas and arrangements for Pansy Vale

Pansy Vale has been left uncut for No Mow May with pleasing results so far. Photographs taken by a local resident have been posted on the WPC Facebook page to publicise the campaign. The mowing contractor has been instructed to cut the area as normal in June and leave it to recover on its own. The Deputy Clerk will contact the contractor to check when the area will be cut and to request that the first cut is higher than usual (if possible) to allow a gradual recovery.

Coalpit Heath Public engagement event

The event will be held in September in conjunction with Avon Wildlife Trust, as part of their programme of monthly events. (PMN - Event booked for Mon 5<sup>th</sup> September 4.30 – 6.30pm at Coalpit Heath Village Hall – The Miners Club – with George Cook from Avon Wildlife Trust attending).

**212. Committee to discuss LITTER & SGC possible joint project**

Cllr Taylor gave an overview of the contact he had with Maidstone Borough Council who are running a LitterCam project and the video call that he and the Clerk had with the MD of LitterCam.

LitterCam would only proceed to consider working with the PC to set up a test scenario (in a car par with staged litter dropping) if we worked in conjunction with SGC. This brings us back to the original point of getting less than enthusiastic support for the Parish problem. It was felt that an approach by a Cabinet

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member might gain support so the Clerk was asked to set up a meeting with Cllr Reade (with Clerk & Cllr Taylor) to discuss the issues.

**213. Committee to discuss/approve progress with ongoing projects including:**

- Tree Survey for ash die-back – should be imminent now that trees in full leaf. The requirements will then be assessed and costed as in previous years.
- Large Fishing Platform Handrail – Paul has been asked again to do this as a matter of urgency
- Parish Council bus stop refurbishments  
The Clerk & Deputy are formulating a list of items to meet with CRB. This will be on the list.
- Avon Wildlife Trust – the arrangements and funding for this financial year are agreed and in hand. This includes a presence at the September Coalpit Heath LNAp public engagement event.
- Play equipment – general non-urgent repairs and enhancements identified by this years RoSPA inspections are being coordinated by the Deputy Clerk/CRB.
- Signage at Bitterwell Lake – in hand with CRB. Top lake entrance fence will be painted after the car park has been reinstated following the Wessex Water compound closure. The two signs there will then be installed.
- More sleepers along car park edge  
On CRB list for getting quotes once the number is known after the car park has been reinstated following the Wessex Water compound closure.
- Outstanding installation of path at Lake  
This has been outstanding many months and the Clerk was asked to give HP Building Services the deadline of end of June otherwise an alternative contractor will be appointed.

**214. Committee to receive update of progress with Bin Project**

The Deputy Clerk is managing this project with the allocated budget of £10,000. The checks on locations and licences for 6 new bins will take place over the next few months. The 7 replacement bins will have their locations checked for sizes and types and then be ordered. Installation will be by CRB.

**215. Committee to discuss and prioritise future project ideas identified in Minute 199 of E&L meeting on 28.3.22**

It was agreed that the LNAP sub group will review the projects falling into the nature and biodiversity category (as per minute 199), for inclusion in the developing Local Nature Action Plan. Projects that could be undertaken by the Parish Council were discussed and prioritised using a score of 1-4 (or NO) as follows: 1 – Yes: Immediate start; 2 - Yes: within ONE year (2022/23); 3 – Yes: within TWO years (by April 2024); 4 - Maybe/ potential medium-term project within THREE years (by April 2025)  
Actions were agreed where appropriate.

Project idea	Notes	Priority	Next action & Lead Cllr
<b>Projects rejected</b>			
Speed indicator signs, fixed or mobile		NO	None - Cllrs agreed that SGC existing speed indicators signs and monitoring activities were sufficient.
Adult outdoor gym equipment	Gain feedback from Charfield Memorial Hall where this was installed	NO	None - Cllrs agreed that gym equipment at Westerleigh Playing

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Project idea	Notes	Priority	Next action & Lead Cllr
	in 2021. The Clerk reported that the Charfield equipment does not appear to be well-used.		Field/ Newman's Field, would not receive enough use to justify the initial investment and ongoing maintenance costs.
<b>Projects prioritised</b>			
1.Walking trails	Two existing trail maps, plus a website of walks local to Frampton Cotterell <a href="https://www.villageaction.org.uk/village-action-activities/village-walks">https://www.villageaction.org.uk/village-action-activities/village-walks</a> . <a href="https://oneyou.southglos.gov.uk/wp-content/uploads/sites/414/2019/03/The-Dramway-Path.pdf">https://oneyou.southglos.gov.uk/wp-content/uploads/sites/414/2019/03/The-Dramway-Path.pdf</a> - Dramway Heritage-Walks-Booklet-Final-Draft.pdf ( <a href="https://southglos.gov.uk">southglos.gov.uk</a> ) Frampton Cotterell and Coalpit Heath Printed some time ago.	1	Clerk to add links to walking leaflets and village action website to <a href="http://www.westerleighparishcouncil.org.uk">www.westerleighparishcouncil.org.uk</a>
2. Solar panels on structures	Invite grant applications from community buildings and linking with energy audits being carried out by volunteers.	1	Advertise WPC community benefit grants to building managers in conjunction with volunteers doing energy audits, on website/ in person. (Lead-Cllr Kelliher in association with Centre for Sustainability)
3.More defibrillators	e.g. St Saviours/Ring O Bells, Coalpit Heath	1	Clerk to investigate St Saviours as a possible location – close to the Manor School Field. Report back to next E&L committee meeting.
4.Parish Noticeboard at Blackberry Park, Coalpit Heath	Cllr Hill has suggested two possible locations (at entrance or on central green area) & is on residents' committee so has contacts with developers.	1	Cllr Hill to contact developers to discuss location, noticeboard design and permission. Report back to Cllrs (Lead - Cllr Hill)
5.Memorial woodland at Newman's Field	Small memorial copse of 15-20 trees proposed. Possible location adjacent to zip wire with a post/ sculpture to add plaques. No more room for memorial benches at this location. Memorial policy required.	1	Clerk/Deputy to develop draft memorial policy AND contact tree suppliers/planters for estimates, for approval. Add into Local Nature Action Plan. (Clerk/Deputy)
6.Westerleigh Playing Field - disabled access ramp from Westerleigh Village Hall car park	Project identified at the Westerleigh Nature Plan engagement event (19/04/22). Currently no disabled access to the field.	1	Deputy Clerk info on radar key-operated field gate (similar to Wapley Bushes Local Nature Reserve access), to be installed by WPC maintenance contractor, quote needed (CRB list) Action– Clerk/Deputy
7. Westerleigh Playing Field - picnic benches	Project identified at the Westerleigh Nature Plan engagement event (19/04/22).	1	Clerk/Deputy to obtain price for 3 x picnic benches to be installed by WPC maintenance contractor, to be approved. Agree locations with Westerleigh Cllrs.
8. Frome Valley Voice full page parish council article	Highlights may include: to highlight work of WPC (e.g. youth consultation outcome, grants) and advertise for candidates.	2	Clerk/Deputy to prepare article in winter 2022 for publication late 22/early 2023, (Deputy to liaise with Cllr Clark on ideas.)
9. Xmas Lights for the Badminton Road	Quotation obtained previously for Badminton Rd (prepare lamp posts and rent lights for four years). Smaller area considered around the Badminton Rd / St Saviours crossroads.	3 – Xmas 2023	Clerk to revisit quotation and add to future E&L agenda for discussion.

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Project idea	Notes	Priority	Next action & Lead Cllr
10. (NEW PROJECT) Retrofit solar panels to Bitterwell Lake aerator	Cllrs identified an additional project to investigate solar panels to power the aerator.	3	Clerk to discuss project with Cllr McCullough and add to future E&L agenda for discussion.
11. Accessible play equipment suitable for children with disabilities	Nothing in place currently. Westerleigh Playing Field (WPF) wooden equipment is reaching end of life. Must be installed AFTER disabled access to WPF has been completed.	3 (2023/24 budget)	Include accessible equipment in brief for replacement of wooden climbing equipment in WPF play area (to be delivered in 2023/24).
12. Outdoor classroom at Newman's Field & toilets associated, extended path	Lake Manager has concerns about ASB but isn't against the project. <i>Could</i> consider simpler lakeside classroom with outdoor learning area in wooded area, plus separate toilets.	3 / 4	Clerk to discuss with Cllr McCullough and revise project idea. Add to future E&L agenda for discussion.
13. Mayawaki Mini Forest on Mays Hill triangle as per Tytherington example	See <a href="https://bristoltreeforum.org/btf-2020-newsletter/miyawaki-or-tiny-forests/">https://bristoltreeforum.org/btf-2020-newsletter/miyawaki-or-tiny-forests/</a>	4	Cllrs agreed Mays Hill triangle was not a suitable location unless for small number of orchard trees, but other locations could be considered.  Deputy Clerk to discuss alternative locations with Cllr Clark and report back to a future E&L Committee meeting.
14. Water "Refill" stations as per Frampton Cotterell example	Project Officer at Frampton PC is happy to share her research and lessons learned from the project.	4	Deputy Clerk to identify possible locations & check lessons with Project Officer at FCPC. Report back to a future E&L Committee meeting.

**216. Committee to discuss any projects identified by Lake Manager at Bitterwell Lake**

The Lake Manager has mentioned a range of projects and ideas. The Deputy Clerk will write to him requesting details of timings and costings for:

- The next 4 or 5 priority fishing platforms
- A further lake netting/audit
- Restocking with more fish
- Any other plans for next 2 to 3 years

**217. Committee to consider/approve any other items considered necessary by Clerk including:**

Wessex Water at Bitterwell Lake/Ram Hill

The Clerk has arranged a meeting 24/5/22 with the Site Manager Andy Cockram to discuss the process of removing the compound by 1<sup>st</sup> June and reinstating the entrance and car park surfaces w/c/ 6<sup>th</sup> June.

Water leak/new pipes at The Chalet & Henfield Hall

In order to fix the leak and separate the supply into two BBM will be carrying out work from 30<sup>th</sup> May. (Trench may be dug a few days earlier). Lake Manager to remove obstacles and rubbish.

Henfield Hall Committee have asked Clerk to oversee whole works and bill them for their part. Further inspection by Bristol Water is booked for 8<sup>th</sup> June in order for final arrangements to be made.

**218. Items considered urgent or exempt by the Chair**

None from Chair.

Cllr Taylor asked if LNAP links for us and neighbouring parishes could be put on our website as well as our MAP which could then be removed from his own Google account.

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Cllr Taylor also raised the set up of the Lake sub-group. At the next PC meeting Cllrs can decide if the sub-group is still necessary or just comes under the E & L Committee direct.

**219. Dates of future meetings**

Full PC meeting 13<sup>th</sup> June 7pm Henfield Hall, Ram Hill, Coalpit Heath

Next E & L planned for Sept/Oct but items can be covered in main PC meetings beforehand

**The meeting closed at 8.45pm**

Draft