

FULL MEETING OF WESTERLEIGH PARISH COUNCIL
Monday April 19th 7pm on Zoom

Zoom ref:

<https://us02web.zoom.us/j/82434282824?pwd=OUZIMmVDNDJGNEpCM3gzUzRQTjRKZz09>

Meeting ID: 824 3428 2824 Passcode: 097050

This meeting was postponed from April 12th due to the Period of Mourning for HRH Prince Philip, The Duke of Edinburgh

Present: Cllr R McCullough (Chair) Cllr J Lean (Vice Chair) Cllr Clark Cllr Di-Duca Cllr Goddard Cllr Taylor
District Cllrs: S Reade C Young
Clerk/RFO: S Simmons

2947. Welcome by the Chairman

The Chairman welcomed everyone to the meeting and then as this is the first meeting since the death of His Royal Highness Prince Philip, The Duke of Edinburgh, a Period of Silence was observed.

2948. Apologies for absence

There were no apologies for absence.

2949. Declarations of Interest under the Localism Act 2011

Cllr Goddard declared her involvement as joint organiser of the event on Westerleigh Playing Field in July to be discussed in agenda item 12 (Minute 2958)

2950. Reports from South Gloucestershire Councillors on matters relating to the Parish

Luke Hall's Statement on the Ending of Remote Local Authority Meetings

Luke Hall MP, Minister of State for Regional Growth and Local Government, has published an open letter to local government (Local authority meetings (publishing.service.gov.uk)) stating that the Conservative government does not plan to introduce further emergency legislation to allow local government, at both district and parish level, to hold their meetings remotely after May 6th. The government's position is that it would require primary legislation to give local authorities the power to hold their regular meetings online and at present there is insufficient parliamentary time to debate this further. Instead the Ministry of Housing, Communities and Local Government has opened a consultation on this topic - <https://consult.communities.gov.uk/local-government-stewardship/local-authority-remote-meetings-call-for-evidence/>.

There is an understandable desire among some to return to face-to-face public meetings but across local government many have objected that the decision to let the emergency legislation lapse is a premature and short sighted. Parish councils have a limited number of venues open to them for public meetings and holding socially distanced meetings, where any number of parishioners could turn up on the night demanding entrance, is a logistical headache they could do without. Public pressure on the Minister of State for Regional Growth and Local Government may cause him to rethink his plans but, as it stands, after May 6th any parish council wanting to hold a formal meeting will have to do so at a socially distanced, face-to-face event rather than online. Lawyers in Local Government, the Association of Democratic Services Officers and Hertfordshire County Council have asked the High Court to make a declaration on whether they can continue to hold remote meetings after 6th May. This hearing will take place on 21st April.

Major Investment to Prevent Flooding on Local Roads

Work has now started on a project to improve the flood resilience of key roads in South Gloucestershire. South Gloucestershire Council has successfully secured £3.2 million from central government under the Department for Transport's Local Highway Maintenance Challenge Fund scheme. The council is contributing an additional £500,000 to the scheme from its existing maintenance budgets.

Drainage infrastructure is to be upgraded at seven locations to help prevent future flooding, improving the road network for local communities and the traveling public. These roads have been identified as issues with flooding during extreme weather. The work will also reduce the need for reactive maintenance works and ultimately result in a cost saving for the Council.

The roads where work will be carried out include:

- Perrinpit Road & Old Gloucester Road, Frampton Cotterell/Gaunt's Earthcott
- B4058/B4059 Yate Road, Iron Acton

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- Stover Road at Frome bridge, Yate

These dates and timeframes may be subject to change and the council will keep the local community informed as the work progresses. Residents can find further information at <https://www.southglos.gov.uk/environment/drainage-and-flood-risk-management/highway-drainage-improvement-works/challenge-fund-bid-highway-drainage-resilience-improvements/>. Alternatively, they can contact officers from the project team by emailing FloodResilienceProject@southglos.gov.uk or call 01454 868000.

Covid Vaccination for Residents with Learning Disabilities

Residents with a learning disability are being offered a Covid-19 vaccination at the Ashton Gate vaccination centre. They will be available from a clinic designed specifically for people with learning disabilities with staff from the local Community Learning Disability Team on hand to ensure individuals are best supported. Easy read guides are also available at <https://www.gov.uk/government/publications/covid-19-vaccination-easy-read-resources>. Unpaid carers needing to attend to support a resident can also get vaccinated at the same time. If parishioners or those they support are eligible (aged 18 or above and on the GP Learning Disability Register) they can contact the local Community Learning Disability Team to arrange an appointment. That number in South Gloucestershire is 0300 1245 888.

Lifting of Covid Restrictions Enters its Next Phase

The following became permissible on Monday 29th March:

- residents can meet outdoors either in a group of 6 (from any number of households), or in a group of any size from up to 2 households (each household can include existing support bubbles)
- residents can take part in formally organised outdoor sports with any number of people (outdoor sports venues and facilities will be able to reopen)
- childcare and supervised activities will be allowed outdoors for all children
- formally organised parent and child groups will be able to take place outdoors for up to 15 attendees (children under 5 will not be counted in this number)

From Monday 12th April the following are also now permissible:

- non-essential retail stores can reopen
- pubs and restaurants can serve food and drink outdoors
- personal care premises can reopen
- libraries and community centres can reopen

Community Resilience Fund

South Gloucestershire Council has launched a Community Resilience Fund. This £1 million fund is designed to help meet the needs of those whose income or outgoings have been impacted by Covid-19. They particularly want to hear from people who have not already had government financial support during the pandemic. More details about the eligibility criteria for this fund can be found at <https://beta.southglos.gov.uk/community-resilience-fund>.

Cllr Steve Reade also added the following updates:

- (a) In regard to requests relating to the Yate Master Plan he confirmed that neighbouring parishes will be included in discussions relating to the industrial areas.
- (b) He is involved in the development of a Supplementary Planning Document for Houses in Multiple Occupation (HMOSPD) which it is intended that applications for such will require planning under the new Local Plan.

There were no questions arising from the reports above.

2951. Pre-arranged items from members of Public

There were none.

2952. Parish Councillor Reports – written submissions, taken as read with questions taken as necessary
Climate change Community Engagement Forum – Cllr Taylor

I attended this Zoom meeting on 17 March It was moderated by Lucy Rees of SGC and was attended by about 15

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– 20 people including Cllr Claire Young.

There were 3 presentations:

1. Fusion energy, by Jamie Townes of Bristol University.

The growth in electricity demand is expected to quadruple by 2050, driven by the move away from fossil fuels, and all but one of the current nuclear plants will have closed.

We shall be relying on renewables, “clean” hydrogen, and nuclear.

The next generation of nuclear energy, although the term “nuclear” is avoided, is seen to be nuclear fusion. The energy is generated from the fusion of light atoms (isotopes of hydrogen). There is no possibility of a catastrophic chain-reaction, and no long-lasting nuclear waste, with helium as a by-product.

The relevance to this area is the mix of suitable sites – Berkeley and Oldbury, relevant skills and technology, with the bonus of use of Cornish lithium in the reactors.

The projected timescales are construction of R & D facilities from 2026.

2. Zero Carbon Travel, by Emilia Melville of the Greater Bristol Zero Carbon Travel Campaign.

The group has been funded (how much and by whom?) to do research and produce a manifesto (complete but not formatted), which will be sent via Lucy Rees to the attendees. It is for a very ambitious multi-mode transport plan, including trams, rail, reopened stations and orbital bus routes.

Overall it was a quite unclear presentation. A subsequent web search on the title of the campaign group provided no hits, but led me to Zero West and the Transport for Greater Bristol Alliance. These appear to be campaign / lobby groups, but the relationship to each other and the speaker’s group remain unclear.

Rob, Sue and I attended a WECA presentation on a similar subject last week, but I couldn’t see that the “Zero Carbon Travel” proposals had been accepted by WECA. It may become clearer when we see the promised manifesto.

3. Food waste by Lucy Rees

Overall South Glos Council is recycling 60% of waste; the UK average is about 50%. However, 42% of black bin contents could be recycled and 14% is food.

Food waste, globally accounts for 8% of CO2 emissions, which is why SGC is pushing for further waste food reductions.

Various initiatives were outlined, including community fridges at Stoke Lodge, Mangotsfield and Cadbury Heath, “Fareshare” and “Love Food Hate Waste”.

The next meeting is on 16 June.

Cllr Taylor added that the manifesto mentioned above is now available at <https://www.movingbristolforward.co.uk/>

Cllr Taylor has also circulated the notes from “The Art of The Possible” – a Community Led Housing presentation

2953. Council to Approve Minutes of Parish Council meeting held on March 8th 2021

The Minutes were approved as a true record and signed by the Chair.

2954. Matters Arising from March 8th Minutes

(a) COMPLAINTS - Beech Hill Farm soil moving activities

The Clerk reported that enforcement had attended following help on this matter from District Cllrs and activities did stop after a few more days and are apparently completed. As work was for Barratts they were asked to help with the clean up that was required. For reference this is **COM/21/0162/BOC**.

(b) Area opposite Manor Hall

Following the request from residents SGC have agreed that WPC can have the licence back for this piece of land if desired. The Clerk suggested further discussion on this at the next E & L meeting which was agreed.

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2955. Council to receive information on matters relating to End of Year Finance & Accounts

- (a) End of March Bank reconciliation; NOTED
- (b) Progress with Internal Audit & External Audit - Annual Governance & Accountability Return
Files have gone to Internal Auditor – audit will be on Thursday/Friday this week.
- (c) Update on Budget sheet for amounts being carried forward to 2021/2022 - NOTED
- (d) Annual VAT claim for 2020/21
This was submitted on April 2nd and the refund went into the Council bank account today. The amount is £10,079.74
- (e) Feb & March lists of payments will be added to Minutes as Appendix 1

There were no questions on this finance information.

2956. 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/>
To be discussed:

P21/02368/F Demolition of existing scout hut and erection of replacement hut (Use Class F2) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). Mafeking Hall Ram Hill Coalpit Heath South Gloucestershire BS36 2UF

One of the applicants, D Ashpole-Chapman was on the call and was asked to clarify dimensions. A further plan has been forwarded to Cllrs.

2957. Council to receive Clerk report regarding ongoing matters and approvals where required

- (a) Items arising from meeting with resident at Newman Field

This was in relation to some ground improvements around play equipment and bins.

The Clerk suggested this is deferred to the E & L meeting and that a complete audit of bins is carried out.

- (b) Update on War Memorial works

The restoration work on Coalpit Heath War Memorial in St Saviours churchyard and the Westerleigh War Memorial on the Village Green has been completed. The cost was less than anticipated at £3976.80 (£2395.20 & £1581.60)

The work has been carried out to a high standard and very positive, supportive & thankful comments have been received by email and on our facebook page.

- (c) Comparison of Insurance quotations and decision on provider

As the current Zurich 5 year policy ends on May 31st comparison have been considered from BHIB & Came & Company. All three are the Parish Council insurance specialists.

After comparing quotes and discussion it was agreed that the 5 year quote from Zurich would be the one to take. The cost is £1432.61.

- (d) Annual Parish meeting arrangements

The Annual Parish meeting hosted by the Chair of the Parish Council is at 7pm on Monday 26th April on Zoom. Several local groups have already asked to speak or send a statement.

The Chair of the PC will give an overview of grants delivered over the last two years. (There was no Annual Meeting last year due to the start of the pandemic)

- (e) Community Governance Review

SGC have launched this review. It was agreed that a request be put in to change the name of this PC to Westerleigh & Coalpit Heath Parish Council.

The Clerk was also asked to find out if a review of specific roads being changed from one PC to another would have a cost implication for the PC. Bell Rd to be used as an example.

- (f) Feedback from Sports Days organised during school holidays.

The first set of Activity Days run by Swift Sports Coaching took place during the Easter holidays. Around 8 emails have been received from happy parents whose children enjoyed the sessions. More are planned.

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(f) Manor Hall repairs to fabric of building

The Clerk reported that a request to pay for the repairs to the grey store building has been received. This is covered in the budget. **Payment of £3505 was approved.**

2958. Correspondence/Communication with Westerleigh Parish Council
From SGC

- Notification of TPO at Kendleshire Farm
- Extension of Blackberry Drive footpath closure

There is a consultation on the new path which hasn't been sent to WPC but the Clerk has issued to Cllrs for comments, and has also asked the Consultation team why this PC wasn't included in the notifications.

Other

- Thank you email from the Chair of Coalpit Heath CC on completion of new nets, partly funded by WPC
- Applications for one-day use of Westerleigh Playing Field: 25th June (Corporate Team building day) & 24th July (Village Fun Day)
- Avon Pension Fund – Funding strategy consultation – sent to Chair of PC and Finance Committee
- Report & Accounts from Henfield Hall
- River Frome Forum meeting 11th May 7pm - Cllr Goddard requested offered to attend this meeting.

2959. 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

Proposed by Cllr Taylor & approved by all

2960. Items considered urgent or exempt by the Chairman

None

2961. Dates of future Parish Council meetings/Committee meetings

Annual Parish Meeting April 26th 7pm Zoom

Zoom Parish Council meeting Thursday May 6th 7pm

First face to face meeting – Monday 24th May 7pm at Westerleigh Village Hall Environment & Leisure Committee

The meeting ended at 7.50pm

Appendix 1 Feb & March 2021 payment lists

Appendix 2 Planning Comments since the last Parish Council meeting

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Appendix 1

February payments list

Description	Supplier	VAT Type	Net	VAT	Total
Aerator at Bitterwell Lake	nPower Business	L	24.93	1.25	26.18
Grass cutting	CPS Grounds Ltd	S	697.50	139.50	837.00
Loo hire	Andyloos	S	159.60	31.92	191.52
DOC Tree report	Wotton Tree Consultancy Phi	Z	250.00	0.00	250.00
Groundworks & Inspections	C R Belcher Agricultural/Mair	S	374.00	74.80	448.80
Groundworks & Inspections	C R Belcher Agricultural/Mair	S	374.00	74.80	448.80
Groundworks & Inspections	C R Belcher Agricultural/Mair	S	170.00	34.00	204.00
Groundworks & Inspections	C R Belcher Agricultural/Mair	S	420.00	84.00	504.00
Localism charges	South Glos Council	S	412.68	82.54	495.22
Localism charges	South Glos Council	S	52.80	10.56	63.36
Clerk reimbursement	SWSimmons Parish Clerk	Z	7.24	0.00	7.24
Storage unit rental fee	PE King (Bristol) Ltd	S	62.50	12.50	75.00
Council mobile phone	H3G (Three)	S	15.00	3.00	18.00
Joint Clerking	Yate Town Council	S	126.48	25.30	151.78
Monthly Pension payment	Avon Pension Fund	X	335.14	0.00	335.14
PAYE	HMRC	Z	402.31	0.00	402.31
Salary	SWSimmons Parish Clerk	Z	1,454.04	0.00	1,454.04
Clerk expenses	SWSimmons Parish Clerk	X	73.84	0.00	73.84

March payments list

Description	Supplier	VAT Type	Net	VAT	Total
Grass cutting	CPS Grounds Ltd	S	697.50	139.50	837.00
Loo hire	Andyloos	S	152.00	30.40	182.40
Monthly Bin emptying	Hands Property Maintenance	Z	440.00	0.00	440.00
Works around new Chalet	C R Belcher Agricultural/Mair	S	850.00	170.00	1,020.00
Annual DP registration	Information Commissioners (Z	35.00	0.00	35.00
Clerk reimbursement	SWSimmons Parish Clerk	Z	10.46	0.00	10.46
Repairs to fabric of building	Manor Hall	Z	2,380.00	0.00	2,380.00
Aerator at Bitterwell Lake	EON	L	51.20	2.56	53.76
Storage unit rental fee	PE King (Bristol) Ltd	S	62.50	12.50	75.00
Storage unit rental fee	PE King (Bristol) Ltd	S	22.66	4.53	27.19
Council mobile phone	H3G (Three)	S	15.00	3.00	18.00
Printing & copying charges	Konica Minolta	S	6.07	1.21	7.28
Copier machine quarterly hire	Konica Minolta	S	38.67	7.73	46.40
Monthly Pension payment	Avon Pension Fund	X	334.81	0.00	334.81
PAYE	HMRC	Z	402.11	0.00	402.11
Salary	SWSimmons Parish Clerk	Z	1,454.24	0.00	1,454.24
Advert in FW	Brigstowe Media	S	157.00	31.40	188.40
Clerk expenses	SWSimmons Parish Clerk	X	94.94	0.00	94.94
Monthly Bin emptying	Hands Property Maintenance	Z	452.00	0.00	452.00
Groundworks & Inspections	C R Belcher Agricultural/Mair	S	580.00	116.00	696.00
Groundworks & Inspections	C R Belcher Agricultural/Mair	S	198.00	39.60	237.60
Groundworks & Inspections	C R Belcher Agricultural/Mair	S	198.00	39.60	237.60
Groundworks & Inspections	C R Belcher Agricultural/Mair	S	99.00	19.80	118.80

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Appendix 2 Planning Comments since the last Parish Council meeting

P21/00788/F Erection of 1. 8 m wooden entrance gates and wall (Retrospective) Orchard House Cooks Lane Coalpit Heath BS36 2UR
No further comment

P21/02640/F Erection of single storey rear glazed link extension and alterations to existing store roofline. 224 Badminton Road Coalpit Heath BS36 2QE
Westerleigh Parish Council has no objection

P21/02639/F Erection of rear link conservatory to form additional living accommodation. 222 Badminton Road Coalpit Heath South Gloucestershire BS36 2QE
Westerleigh Parish Council has no objection

P21/02432/LB Internal and external alterations to include the removal and replacement of rear flat roof and installation of 1 no. roof lantern; erection of 1 no. side glazed porch and 1 no. rear glazed porch, and removal and replacement of 1 no. rear window (GW10). | The Old Stores Westerleigh Road Westerleigh South Gloucestershire BS37 8QP
Westerleigh Parish 1Council is supportive of these improvements

P21/01781/F Raising of roofline to facilitate loft conversion to create additional living space. Erection of two storey side extension and two storey front extension to form additional living accommodation. 242 Badminton Road Coalpit Heath South Gloucestershire BS36 2QH
Westerleigh Parish Council OBJECT to this application. The plans show a very large increase in size and would create a building dominating the street scene out of keeping and detrimental to the area.

P21/02057/F Extension to existing garage to facilitate conversion to annexe ancillary to main dwelling. Monks Cottage Westerleigh Hill Westerleigh South Gloucestershire BS37 8RD
Westerleigh Parish Council has no objection to the application but asks that there be a condition in the approval that states it shall remain an annexe to Monk's Cottage, and shall not become a separate dwelling.

P21/01769/F Demolition of existing garage and erection of single storey side and rear extension to form additional living accommodation and annexe. 1 Woodside Road Coalpit Heath South Gloucestershire BS36 2QP
Westerleigh Parish Council object on the grounds that proposals would constitute a contrived, poor design contrary to policies CS1 (High Quality Design) and PSP38 (Development within Existing Residential Curtilages, including Extensions and New Dwellings).
*How many bedrooms will the dwelling have if this application is approved? The 2015 application shows 2 bedrooms in the original dwelling with an additional bedroom in this proposed extension. Is the dormer on the first floor also a bedroom? This would make 4 bedrooms at least and affects both the required parking standards and the private amenity space because SGC requirements relate to the number of bedrooms a property has. With regards to the private amenity space the property needs we should not be expected to *guess* whether the proposals are adequate or not. Plans need to show how many bedrooms a property has and how much amenity space the applicants assert as being provided.*

P21/01335/F Demolition of existing dwelling and outbuildings and erection of 1no.dwelling with detached garage and associated works. Hareswood Cottage Westerleigh Hill Westerleigh South Gloucestershire BS37 8RB
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 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).
"4.7 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)"

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P21/01343/F Use of existing Gypsy site and erection of 1 no. amenity building with associated works. Henfield Paddock Henfield Road Coalpit Heath South Gloucestershire BS36 2TG
Westerleigh Parish Council has no objections

P21/00687/RVC Variation of condition 3 (attached to planning permission P19/18528/F) to substitute approved plans to include an additional room in the loft space and dormer window. Erection of 1 no. detached dwelling with associated works. 207 Badminton Road Coalpit Heath South Gloucestershire BS36 2QF
Westerleigh Parish Council has no objections

P21/01206/F Erection of two storey side extension to form additional living accommodation. 20 Mill Crescent Westerleigh South Gloucestershire BS37 8QS
Westerleigh Parish Council do not object to the extension however there is a concern over parking. Mill Crescent already suffers from cars parking on pavements and corners and therefore could the case officer clarify with the applicant that the property would still have sufficient parking spaces to comply with PSP16. They need to provide 2 parking spaces. As the proposed extension shows a bike store workshop on the ground floor it's not clear whether this would also function as a conventional garage parking space. Is this sufficiently large enough to accommodate two parking spaces without creeping onto the pavement.

P21/01362/F Installation of 1no.front dormer window. Heathfield Ram Hill Coalpit Heath S36 2TZ
Westerleigh Parish Council has no objection to the application to install a dormer.

P21/01275/F Demolition of existing conservatory. Erection of single storey side and single storey rear extension to form additional living accommodation. Installation of rear porch canopy. 32 Beesmoor Road Coalpit Heath South Gloucestershire BS36 2RP
Westerleigh Parish Council has no objection to this application

P21/00612/F | Erection of 1.8m high boundary wall. | Ivory House 2 Park Lane Winterbourne South Gloucestershire BS36 1AS
Westerleigh Parish Council has no objections to this boundary wall application

P21/01095/F Change of use of agricultural buildings to 5 no. dwellings, erection of 1no.detached dwelling, with associated landscaping, parking and works. Ivory Hill Farm Park Lane Winterbourne BS36 1AS
In principle Westerleigh Parish Council does not object to this application, however the following questions or concerns have arisen:

- a) Some materials selected, such as the metal cladding with a "burnt orange tone" do not seem to be in keeping with the listed status of the farmhouse, which is of greater significance for a sympathetic development cohesiveness than a Dutch Barn.*
- b) Is the amenity space for each unit to a satisfactory level?*
- c) Concerns on Access points – this is a steep, winding section of hill with new road layouts planned by SGC/Highways.*
- d) Have electric car charging points been included in the designs?*

P21/01094/LB Erection of extensions and installation of first floors and mezzanines to facilitate conversion of agricultural buildings to 5 no. dwellings. Demolition of 1 no. building (Cart shed A). Ivory Hill Farm Park Lane Winterbourne South Gloucestershire BS36 1AS
See P21/01095/F above for WPC comments

P21/01109/F Erection of 7.32m x 12.8m polytunnel Land At Midfields 375 Badminton Road Yate South Gloucestershire BS37 5JF
Westerleigh Parish Council has no objection to this application
