

WESTERLEIGH PARISH COUNCIL E & L COMMITTEE MEETING

15th June 2020 7pm

Online 'Zoom' meeting ref: 857 3980 1561

Present: Cllr R McCullough Cllr Goddard Cllr Lean Cllr Di-Duca Cllr Taylor (from Minute 130)
P Whitfield attended as a member of public

127. Apologies for absence
The Clerk had accepted an apology from Cllr Clark as he had to attend another Parish Council meeting.
128. Declarations of Interest under the Localism Act 2011
None
129. Committee to appoint a Chairperson
Cllr McCullough expressed an interest in becoming the Chair of the E & L Committee
His appointment was proposed by Cllr Goddard, seconded by Cllr Lean and approved by all.
130. To approve Minutes of E & L Committee meeting Feb 25th 2019
Cllr Taylor and Cllr McCullough were the only two present at this meeting and approved the Minutes of 25.2.19 which were then signed by Cllr McCullough as Chair.
131. Clerk to give overview of E & L related budgets & expenditure (including Manor Hall)
The Clerk provided an overview of how almost £19000 of the E & L budget of £124831.14 has been spent to date in the 20/21 financial year. Reports from the new SCRIBE accounts system were introduced.

Chalet expenditure is high due to demolition and everything associated with the change to new home. This element will receive a boost from the now approved loan for further necessary ground works.
Apart from the Chalet there are no surprises in the expenditure – everything is on track as budgeted.

Manor Hall had been asked to supply some information on their proposed toddler play area and 'fabric of the building' works. The play area is awaiting planning permission which has only recently been identified as necessary. Works in the region of £5k (tbc) have been contracted over the lockdown period including fire doors, metal window repairs and some exterior paintwork.

132. Committee to discuss Action Plan arising from Ash Die Back Assessment report
The Clerk gave a summary of where this project has got to:
Wotton Tree Consultancy carried out an Arboricultural Assessment and produced a report for five key Parish areas. This has been received and paid for (£550)
It is worth noting that the Director of WTC is well recognised in his field and is well known as a helpful expert by contractors. He was previously an SGC Tree Officer.

Having received the report 3 tree work contractors have been sent the report and asked to quote for red highlighted items in the first instance - breaking down their pricing where possible by area, and by tree or tree group.
The three contractors who have agreed to quote are:
Lawrence Trees Blagdon Tree Surgeons Woodstock Tree Services
The quote from Woodstock has already been received and the others are expected this week.

It was discussed that not all the trees annotated in the report are actually on Parish Council land – they are just over boundaries such as The Dramway, the rear of Newman Field, and so on.
It is apparent that exact location and ownership needs to be established on several of the sites.

The Clerk has been in touch with the SGC Tree Officer in regard to TPO areas or trees. If needed an email has been received from her in relation to Newman Field which states "Please take this email as acceptance to carry out the works under a 5 day notice". This would be shown if challenged.

SGC also need to be asked about any requirement for replanting where trees in a TPO area are removed. Clerk to follow up on this if needed.

Next steps: collate quotes; check actual ownership and sites; check replanting requirements;

133. Committee to discuss framework for topic of Emergency Planning

The Parish Council would like to do what it can to help preparedness for any future emergency situation that may arise.

It was noted that there are several potential risk locations within the Parish that could be the subject of an emergency: Gas pipeline; Oil freight terminal; Motorway; Rail lines and so on.

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It was also noted that the Parish is unusual in having two distinct wards - Westerleigh village and Coalpit Heath with some hamlets around and about both. It is likely (and desired) that a Coalpit Heath plan would link into a Frampton Cotterell Plan. The joint Covid Community Support group is a great example.

The Clerk had provided links to a couple of differing Parish Emergency plans and also a 'Guide to Rural Resilience' for reference.

It was then noted that SGC must have an Emergency Plan and Westerleigh PC would stand to support this in any way.

(PMN SGC Emergency Plan Details can be seen [HERE](#))

They cover amongst other things:

- Flooding
- Hazardous chemicals and Control of Major Accident Hazards
- Accidental releases of radiation from licensed nuclear sites
- Pipeline accidents
- Severe Weather related and untoward natural events
- Transport Accidents
- Outbreaks of diseases (both animal and human)

The Parish Council would like to ensure that the database or individuals or organisations created during the COVID-19 pandemic is utilised as part of this process by SGC and WPC.

This Committee decided to await further information, possibly via District Cllrs, on how this can best be achieved, but pledged their support to SGC should any situation arise.

134. Clerk to report on issues or other updates/approvals needed, including:

To report installation and payment of new aerator at Bitterwell Lake

The aerator was supplied by Aquaculture Equipment Ltd and successfully installed on June 5th 2020 by the Lake Manager and the contractors electrician. The invoice for £1645 +VAT has been paid.

To report progress with maintenance of Zip Wire, Newman Field

Following the RoSPA visual inspection a more detailed mechanical inspection of parts was carried out by GB Sport & Leisure and this identified new parts were needed and an estimate provided of £390 + VAT. The work should be done this week.

The Clerk pointed out that the aerial zip wire should have this mechanical inspection on an annual basis and future budget will allow for this.

135. Correspondence to note

> West of England Local Cycling and Walking Infrastructure Plan (LCWIP) update

> South Glos Care Home Support Plan

> Multi User link adjacent to Westerleigh Road

> Highways England – M4/Westerleigh Rd B4465 Bridge works – closure 22 and 23 June 2020, overnight only from 8pm in the evening to 6am the following morning.

136. Items considered urgent or exempt by the Chair

None

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

Later this week – Chalet sub group (group meeting followed by meeting with potential tenants of new lake home)

F & GP Meeting July 6th 2020 7pm

Full Parish Council meeting July 20th 2020 7pm

The meeting ended at 7.55pm