

WESTERLEIGH PARISH COUNCIL MEETING
Thursday February 10th 7pm Newman Room, Manor Hall

Present: Cllr R McCullough (Chair); Cllr J Lean (Vice-Chair); Cllr Clark; Cllr D-Duca; Cllr Taylor; Cllr Goddard; Cllr Kelliher; District Cllr C Young; Deputy Clerk R Davis
Clerk: S Simmons

3101. Welcome & Introduction

The Chair welcomed everyone to the first meeting of 2022 and particularly welcomed the new Deputy Clerk Rachel Davis

3102. Apologies for absence

No apologies received. All Parish Cllrs present.

3103. Declarations of Interest under the Localism Act 2011 relating to this meeting

Cllr Clark declared an interest in planning item P2200145/F as he is Chair of the Frampton Cotterell Planning Committee.

3104. Reports from South Gloucestershire Councillors on matters relating to the Parish
Westerleigh Parish Council – District Councillors’ Report

South Gloucestershire Council Local Plan Phase Two Consultation Begins

South Gloucestershire Council is in the process of developing a new Local Plan, which is the top-level planning document for the district, which establishes where we do and don't want to see new development in the future, and which will guide and shape the nature of growth in the district for the next decade. The plan should reflect the views and priorities of our communities.

The council is asking residents and stakeholders to contribute, over the next six weeks, to the next phase of the plan. They are asking for input from the community on a range of themes as part of our new Local Plan Phase 2 consultation:

- Future Homes – New and current residents, as well as those in future generations, will need sustainable, connected and affordable places to live. Sharing your views on where growth, change and protection might take place in or urban areas, and how we might approach rural growth
- Brownfield Development – Redeveloping individual sites and buildings in urban areas and market towns can be the most efficient use of these spaces for homes, employment and leisure and will be a key part of our Local Plan. The council wants to hear from residents about what changes and approaches might be required to make sure we make the best use of urban land
- Renewable Energy – We want to increase the local potential for generating low and zero carbon forms of energy. As part of the Local Plan, share your views on how we plan for renewable energy and where land might be used for renewable energy generation from solar and wind
- Land for jobs – Protecting spaces for work and businesses through our Local Plan will support a strong, responsive and competitive economy. The proposals we are setting out for consultation describe which urban employment sites could be protected and where choices could be made to change on our urban employment areas, to assist regeneration, encourage new forms of development and promote mixed use ideas and approaches
- Environment – Green spaces, cycle routes, rivers, parks and village greens all come together to create a network of green areas and corridors for people and wildlife. Find out, and share your views, on the proposed green infrastructure network.

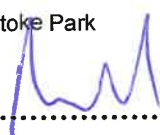
All councils are required by law to have a Local Plan that sets out how they will accommodate growth and development in their area into the future. Government sets targets for the number of new homes, for example, that each local authority must plan to accommodate, but the role of the Local Plan is to reflect the priorities and aspirations of the local community so that growth can be delivered in a way that meets that area needs. As the highest level planning document for the district, it is important that residents and stakeholders understand its purpose and help to shape it.

As part of the consultation process, in addition to an online survey and interactive consultation maps, there will be in-person as well as online engagement sessions to explain what is in the Phase 2 document, how to engage and a chance for general discussion, questions and answers. Four digital engagement events are taking place, with morning and evening sessions on 17th February and 1st March.

They will also be holding face-to-face events, at six locations during the consultation period, to have conversations and discuss the new Local Plan and the key topics. These will be held at:

- Morrisons at Cribbs Causeway
- Longwell Green Leisure Centre
- Willow Brook Centre, Bradley Stoke
- Tesco in Yate
- The Café in Little Stoke Park

Page 1 of 6 **Signed**.....



Date.....

14/3/22

WESTERLEIGH PARISH COUNCIL MEETING
Thursday February 10th 7pm Newman Room, Manor Hall

- Kings Chase in Kingswood.

You can find out how to join the digital briefing events; when and where our in-person events are taking place; read the Phase 2 consultation document and complete the online survey via our new Local Plan website: www.southglos.gov.uk/newlocalplan. The consultation closes on 21st March.

Park & Ride Opens in Nibley

The new park and ride site, near Yate, opened on Monday 7th February. Yate Park and Ride is a new £4.5 million transport hub that will help reduce traffic along the congested A432 Badminton Road corridor by providing attractive alternative travel options such as public transport, cycling or car sharing. The new facility on Badminton Road will be open seven days a week (excluding bank holidays) and includes 198 parking spaces and cycle parking for 46 bikes, as well as improved bus stops.

The site will provide an initial park and ride service using the existing bus network (with buses running approximately every 30 minutes). No additional bus services have yet been secured to serve the new park and ride. The car park will also be available for rail users at Yate Station. In the coming months further facilities will be installed at the park and ride including 38 electric vehicle (EV) charge points, a car club, and click and collect lockers.

The £4.5 million project is being funded by the West of England Combined Authority and Local Enterprise Partnership through the Investment Fund, administered by the West of England Combined Authority.

Covid-19 Additional Relief Fund Launched

Businesses that have been impacted by Covid but are not eligible for existing support linked to business rates can now apply to the Covid-19 Additional Relief Fund. Details of the scheme and application form can be accessed here: <https://beta.southglos.gov.uk/covid-19-additional-relief-fund>. The deadline for applications is 31st May and the council will assess and prioritise applications before using their available funds to support the businesses most significantly impacted by the pandemic.

Additional items to report:

Cllr Clark reported that at a meeting of the SGC Regulatory Committee earlier today the requested name change to Westerleigh & Coalpit Heath Parish Council received the Committee's support and therefore the required legal documents will be prepared to make this change.

It was also noted from the same meeting that new Parishes have been formed for Kingswood, Staple Hill and Mangotsfield. The formation of new Parishes should necessitate a review of the Special Expenses system.

Cllr Young reported that a site visit can hopefully be (Footpath between Broad Lane and Frog Lane, Coalpit Heath) Definitive Map

and Statement Modification Order 2019 arranged at Blackberry Park to discuss some drainage issues affecting nearby existing homes caused by pile up of soil and raising of ground.

Cllr Young also reported that Nibley Lane on the boundary of Iron Acton and this Parish Council is being visited by herself, Cllr S Reade and R Wiltsher (all SGC) to discuss options for restrictions on vehicle access on this 'rat run'

3105. Pre-arranged items from members of Public NONE

3106. Parish Council Reports – written submissions, taken as read with questions taken as necessary NONE

3107. Council to Approve Minutes of Parish Council meeting held on December 13th 2021

The Minutes of 13.12.2021 were unanimously approved and signed by the Chair.

3108. Council to NOTE receipt of end of December 2021 and end of January 2022 finance documentation

NOTED by all Cllrs with no questions arising. A list of December and January expenditure is attached to these Minutes as Appendix 1.

3109. Council to discuss update of Traffic Management Request Scheme (TMRS) for Henfield Road/Roundways parking issues

This project has been picked up by the new Deputy Clerk who gave an overview of the background reasons for needing to look at the request. This involves the corner opposite Manor Hall and the length of road from there to the traffic lights.

A discussion took place on which side of Henfield Rd/Roundways between the traffic lights on Badminton Rd and Manor Hall would be most suitable for a restrictions request.

Reasons for placing them on the built side rather than the field side included:

- More parking spaces would be available as no breaks required on field side

WESTERLEIGH PARISH COUNCIL MEETING
Thursday February 10th 7pm Newman Room, Manor Hall

- Better visibility would be given to cars coming from off street parking at houses
- Single straight run down towards traffic lights
- No displacement caused as same number of vehicles (possibly more) could park as in current unrestricted area.

Parish Councillors unanimously agreed to this option. The Deputy Parish Clerk will amend the draft TMRS. On the subject of consulting relevant stakeholders she will take comments from the Hall Committee, the Funeral Directors, and residents concerned. In relation to an additional solution regarding parking at the school she will contact Manor School regarding this.

3110. Council to note WESSEX WATER requirements for compound at Ram Hill and licence approval.

The Clerk clarified the request (and issue of a notice) from Wessex Water to site a 30m x 2m compound in the top car park at Bitterwell for the duration of their sewer replacement works (max 15 weeks) from mid February. WW have carried out all necessary checks relating to the proximity of the Lake.

Whilst this is not ideal it is absolutely necessary and the Parish Council approved the licence at the start of February. The PC notes the concerns of the Lake Manager and has requested timely notification of any issues on any day an issue should occur that affects his business other than the actual works that are being done by Wessex Water. WW have confirmed there will always be access to both car parks but with diversions in place as needed as they will carry out the work in sections.

The Clerk & Deputy will ensure at least one visit to site per week.

3111. Council to report & consider any necessary Planning Applications or other Planning Matters and note comments since last meeting

The list of applications commented on since the last meeting under WPC standing orders was available and is attached as Appendix 2 to these Minutes.

It was NOTED that the application P21/07881/F 185 Badminton Road, has been WITHDRAWN by the applicant.

P22/00145/F Erection of a single storey side extension to form reception and treatment rooms (Class E). Doctors Surgery 3 Church Lane Coalpit Heath South Gloucestershire BS36 2SR

This 'adjoining Parish' notification is listed here for public interest. It was proposed that WPC issue a comment in support and this was unanimously agreed.

P21/06177/PIP Permission in principle for the erection of up to 6 no. self-build dwellings | Land Southwest Of Bella Vista Westerleigh Road Westerleigh South Gloucestershire BS37 8QH

Council NOTED receipt of Notification of Appeal against SGC decision to REFUSE application. The Clerk explained that all previous comments on the SGC portal will be sent to the Planning Inspectorate by SGC and any further comments should be submitted in triplicate by the deadline of 3.3.2022.

3112. Council to review information relating to a Housing Needs Survey or CLT and agree next steps

Following discussion on the proposed HNS and its possible outcomes the Parish Council agreed that evidence is needed by conducting this HNS in a manner independent of developers.

The Clerk reported that support is available via SGC and WERN. In particular SGC can help with a full list of the addresses for the Westerleigh ward of the PC, and with the analysis of the survey. Dick Whittington at WERN may provide a sanity check to the planned survey questions. The survey would then be checked to ensure suitability for auto analysis by SGC, and once ready to distribute a plan for engagement and maximising responses would be needed over a minimum 6 week consultation period.

It was agreed to proceed on this basis, accepting that the results won't be available for several months.

3113. Correspondence/Communication with Westerleigh Parish Council:

From SGC:

- PT.6766 - Off Street Car Park Review (update for Park & Ride)
- PT.7195 - Westerleigh Road, Westerleigh and Siston Common, - Temporary Road Closures after 28th Feb 2022
- All-age Learning Disability - draft strategy consultation for individual submission till 9.3.2022
- New Local Plan, Ph 2 Consultation - Council Briefings 1.2.2022; Public consultation 6 weeks from 7.2.22 – 21.3.22
- Frome Valley Community Engagement Forum (CEF) Tuesday 15th February 2022 at 7pm (virtual)
- Update on crossings and paths near Oakleigh Green – no further plans for crossings

Page 3 of 6 Signed.....

Date.....

14/3/22

WESTERLEIGH PARISH COUNCIL MEETING
Thursday February 10th 7pm Newman Room, Manor Hall

- Badminton Rd Downend Resurfacing works – night closures from 7.3 – 23.3.2022

Other received items

FACE Youth Provision proposal for initial study from D Temi
Updated [WECA Spatial Development Strategy](#) information

3114. Council to consider Youth Provision feasibility study from FACE and approve next steps

The Parish Council discussed the proposal from D Temi at FACE. It was agreed that the only way to try and find out if we have a gap or requirement for Youth services of some kind is to go ahead with this proposal. The proposal costing £1696 was APPROVED providing the resulting report can be delivered to the Parish Councils July meeting.

3115. Council to receive information from Clerk regarding ongoing matters and approval where relevant, including:

The Chalet inspection; Project/works update; Update on CPR training; The Queens Jubilee; Bench location;

Chalet inspection was carried out at the start of January – no matters arising (as expected at end of first 12 months of being lived in), other than snagging items which have been dealt with separately.

Works at Lake are progressing well – large platform almost completed – additional handrails needed to secure BDAA funding. Other path works and ideas to be sent over by Lake manager and HP Building services.

Handyman jobs – work installing Mill Crescent bench completed – further bench purchased originally for Pansy Vale has been agreed to be sited on Westerleigh Playing field.

Other works to repair sleepers, molehills and badger holes, gate in otter fencing; hard standing near same gate; all completed.

Memorial benches – Paul has asked that we holdoff any more benches around the lake itself as there are plenty and they get in the way of rods – still room at top or in Newman but Paul is going to come up with an idea of a memorial tree with small plaques to be added.

CPR training – 4 great sessions – thanks to Bob, Rob & Robert Cole for volunteering their time;
Total of 19 attended Westerleigh VH and 14 at Miners Club. Two sessions at Henfield Hall on March 4th & 5th

The Queens Platinum Jubilee

The Clerk asked if there were any ideas or requirements for commemorative items.

Commemorative mugs

It was agreed to purchase Commemorative mugs to be distributed to all children at Immanuel School and Manor School (estimate ~ 250). A supplier has been found. The mug carries a message from the Parish Council. The Clerk was authorized to purchase these and make the necessary arrangements. (Estimated cost £650-£700)

Trees

It was agreed to supply each school with a tree to plant (if accepted) and also one for Kendleshire triangle

Flagpole at Manor Hall

It was suggested that Manor Hall should fly a Commemorative flag on their flagpole. Clerk to enquire.

3116. Council to discuss and make decisions/approvals on Grant Applications:

Citizens Advice Bureau request for £900
The Parish Council unanimously agreed to grant the full £900 requested.

3117. Council to consider responses to CONSULTATIONS:

SGC LOCAL PLAN: 6 weeks from 7 February to 21 March 2022 This will be discussed at the March meeting.
Information leaflets were available at this meeting for the public.

3118. Items considered urgent or exempt by the Chairman NONE

3119. Dates of future Full Parish council meetings

F & GP Committee Tuesday March 1st Manor Hall red brick annexe 7pm
Full Parish Council Monday March 14th meeting at Westerleigh Village Hall 7pm
E & L Committee meeting Monday March 28th 7pm Manor Hall red brick annexe – to include agenda points – Bin audit; LNAP; Litter;

There being no further business the meeting closed at 8.15pm

WESTERLEIGH PARISH COUNCIL MEETING
Thursday February 10th 7pm Newman Room, Manor Hall

Appendix 1 Payments during Dec 2021 & Jan 2022

Date	Description	Supplier	Net	VAT	Total
01/12/2021	Loo hire	Andyloos	167.20	33.44	200.64
01/12/2021	Grass cutting	CPS Grounds Ltd	725.40	145.08	870.48
02/12/2021	Storage unit rental fee	PE King (Bristol) Ltd	68.75	13.75	82.50
08/12/2021	Hedging for Newman Field	Landcare	374.00	74.80	448.80
09/12/2021	Tree works at Newman Field	Woodstock Tree Services	525.00	105.00	630.00
09/12/2021	Tree works at Mays Hill	Woodstock Tree Services	1,600.00	320.00	1,920.00
13/12/2021	Benches for Mill Cresc & Pans	Marmax Products	678.00	135.60	813.60
15/12/2021	Clerk expenses	SWSimmons Parish Clerk	108.64		108.64
16/12/2021	Aerator at Bitterwell Lake	EON	15.68	0.78	16.46
20/12/2021	Room hire	Manor Hall	27.00		27.00
21/12/2021	Council mobile phone	H3G (Three)	2.50	0.50	3.00
23/12/2021	Monthly Pension payment	Avon Pension Fund	361.84		361.84
23/12/2021	PAYE	HMRC	418.72		418.72
23/12/2021	Salary	SWSimmons Parish Clerk	1,492.39		1,492.39
24/12/2021	Annual subscription	SLCC	186.00		186.00
31/12/2021	Printing & copying charges	Konica Minolta	6.21	1.24	7.45
31/12/2021	Copier machine quarterly hire	Konica Minolta	38.67	7.73	46.40
04/01/2022	Storage unit rental fee	PE King (Bristol) Ltd	68.75	13.75	82.50
04/01/2022	Grass cutting	CPS Grounds Ltd	725.40	145.08	870.48
04/01/2022	PWLB loan repayment	PWLB lending facility	974.37		974.37
04/01/2022	Monthly Bin emptying	Hands Property Maintenance/John Tho	590.00		590.00
10/01/2022	Loo hire	Andyloos	174.80	34.96	209.76
10/01/2022	2 new laptops	Absolutely PC	1,398.00	279.60	1,677.60
10/01/2022	Initial MS 365 payment	Absolutely PC	63.22	12.64	75.86
10/01/2022	Annual Chalet inspection	Tingdene Homes Ltd	162.50	32.50	195.00
20/01/2022	Council mobile phone	H3G (Three)	2.50	0.50	3.00
20/01/2022	Clerk reimbursement	John Lewis	54.16	10.83	64.99
21/01/2022	Aerator at Bitterwell Lake	EON	25.16	1.26	26.42
24/01/2022	Annual subscription	Starboard Systems (SCRIBE)	381.70	76.34	458.04
24/01/2022	Groundworks & Inspections	C R Belcher Agricultural/Maintenance S	286.00	57.20	343.20
24/01/2022	Groundworks & Inspections	C R Belcher Agricultural/Maintenance S	286.00	57.20	343.20
24/01/2022	Groundworks & Inspections	C R Belcher Agricultural/Maintenance S	143.00	28.60	171.60
24/01/2022	Fishing platforms	HP Building Services	3,500.00	700.00	4,200.00
24/01/2022	Groundworks & Inspections	C R Belcher Agricultural/Maintenance S	180.00	36.00	216.00
24/01/2022	Groundworks & Inspections	C R Belcher Agricultural/Maintenance S	150.00	30.00	180.00
25/01/2022	Salary	R Davis Deputy Clerk	444.00		444.00
25/01/2022	Monthly Pension payment	Avon Pension Fund	485.60		485.60
25/01/2022	Salary	SWSimmons Parish Clerk	1,523.79		1,523.79
25/01/2022	PAYE	HMRC	498.52		498.52
26/01/2022	Clerk reimbursement	SWSimmons Parish Clerk	27.98		27.98
31/01/2022	Deputy Clerk expenses	R Davis Deputy Clerk	34.64		34.64
31/01/2022	Clerk expenses	SWSimmons Parish Clerk	113.89		113.89
31/01/2022	Plaque for bench at Mill Cresc	D & D Shoe Repairs	40.00		40.00
31/01/2022	Monthly Bin emptying	Hands Property Maintenance/John Tho	472.00		472.00
		Tot	19,601.98	2,354.38	21,956.36

Page 5 of 6 Signed.....



Date.....

14/3/22

WESTERLEIGH PARISH COUNCIL MEETING
Thursday February 10th 7pm Newman Room, Manor Hall

Appendix 2

Westerleigh Parish Council planning comments since the December 2021 meeting

P21/08089/F Erection of a single storey rear extension. Demolition of existing and erection of replacement front porch. Sycamore Cottage Mays Hill Frampton Cotterell BS36 2NS and

P21/08091/LB Internal and external alterations to include the erection of a single storey rear extension, demolition of existing and erection of replacement front porch, and enlargement of rear door opening and installation of sliding doors. | Sycamore Cottage Mays Hill Frampton Cotterell BS36 2NS

Westerleigh Parish Council has no objections to these applications.

P21/07952/F | Use of existing Gypsy site and erection of 1 no. amenity building with associated works (resubmission of P21/01343/F). | Henfield Paddock Henfield Road Coalpit Heath BS36 2TG
Westerleigh Parish Council fails to see differences between this and the earlier application (P21/01343/F) that was refused by SGC.

P21/07881/F | Demolition of side extensions and outbuilding. Erection of 1 no. detached dwelling and associated works. | Land At The Warren 185 Badminton Road Coalpit Heath BS36 2QA

Westerleigh Parish Council OBJECT for the following reasons:

The application contravenes Policy PSP43 (Private Amenity Space Standards) and PSP38 (Development within Existing Residential Curtilages, including Extensions and New Dwellings). It contravenes Policy CS1 (High Quality Design) as it is a contrived design and would amount to overdevelopment of the site. It also contravenes PSP1 (Local Distinctiveness) as the new dwelling would effectively be back to front with the front door on the opposite side to Badminton Road and the back of the house facing Badminton Road. That is out of keeping with all of the houses on the Badminton Road.

The original dwelling (No 185) would have no functional private amenity space. The front garden space does not count as it adjoins an adopted highway almost always disregarded when it comes to calculating the total amount of private amenity space. This is because they usually aren't considered to be private; if the land is overly visible to both pedestrians and road users it's probably not a space that potential residents would realistically use for recreation and relaxation. The Parish Council consider it overdevelopment of the site for the simple reason that it would be nigh on impossible to construct another dwelling whilst providing sufficient private amenity space for both dwellings.

P21/07873/F | Erection of first floor rear/side extension to provide additional living accommodation. 2 Wayleaze Coalpit Heath BS36 2PL

Westerleigh Parish Council has no objection to this application