

WESTERLEIGH PARISH COUNCIL - FULL PARISH COUNCIL MEETING

Monday June 14th 2021 at 7pm at Westerleigh Village Hall

**Present: Cllr McCullough (Chair) Cllr Lean (Vice Chair) Cllr Taylor Cllr Goddard Cllr Clark
District Cllr Ben Stokes
Clerk: S Simmons**

2992. Welcome & Introduction

Cllr McCullough welcomed everyone to the first face to face Parish Council meeting since March 2020.

2993. Guidance for attendees on return to Face to Face meetings

Guidance is as shown on the agenda and the notice near the sign-in sheet. All attendees scanned the venue QR code.

2994. Apologies for absence

Cllr Di-Duca sent apologies

2995. Declarations of Interest under the Localism Act 2011 relating to this meeting

Cllr Lean will not participate in decisions regarding Swift Sports Coaching

2996. Reports from South Gloucestershire Councillors on matters relating to the Parish

From Cllr Clark

New Accessible Vehicles Handed to Green Community Travel

Community transport operators in South Gloucestershire received the keys to their new accessible vehicles on Thursday 3rd June from officials at South Gloucestershire Council (SGC) and the West of England Combined Authority (WECA).

Each of the three community transport groups in the area received two brand new Peugeot Boxer minibuses to use for their local services. The new minibuses are equipped with Euro 6 engines and will replace some of the oldest vehicles in the operators' existing fleets, helping to reduce harmful emissions, as well as lowering fuel consumption and reducing ongoing maintenance costs.

The new vehicles complete a fleet of fifteen minibuses provided to South Gloucestershire's community transport operators. SGC secured £740,000 of funding for the vehicles in 2019, which comes from the West of England Local Enterprise Partnership through the Local Growth Fund, administered by the West of England Combined Authority (WECA). The funding has been used to purchase six new Mercedes Sprinter minibuses which were delivered to the operators at the beginning of March 2020, three Nissan E-NVs (electric vehicles) that were delivered in August 2020, and the delivery of these remaining six Peugeot Boxers completes the handover.

During the pandemic community transport groups have continued to provide a limited service for essential shopping, medical appointments and emergency deliveries of food parcels and medicines.

Discretionary Restart Grants for Business

Small businesses in South Gloucestershire can now apply for a Discretionary Restart Grant of up to £2,000 to help with the financial impact of Covid-19. This grant can help those who have been trading throughout lockdown but have been impacted by Covid-19 or have been closed but are looking to re-open as restrictions ease. This is for those not eligible for the business restart scheme. Applications are open until 18th June. Find out more at <http://sites.southglos.gov.uk/newsroom/newsroom-email/apply-for-a-discretionary-restart-grant-to-boost-small-business-recovery/>

Planning Approval Granted for New Scout Hut at Ram Hill

The planning application, from the Cotswold Edge Scout District, to build a replacement scout hut at Mafeking Hall in Ram Hill was approved (with conditions) on 8th June. The Cotswold Edge Scouts hope that work can start on the demolition work and base in July. The new building should hopefully be built in the autumn subject to the availability of timber.

Cllr Clark also reported that ideas are still being looked into for traffic solutions at Damson Bridge.

From Cllr Stokes

Cllr Stokes reported that the Health & Wellbeing Consultation is part of an evolving health agenda in the region to amalgamate or create joined up workings across several health providers including the local

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Authority/NHS/ Primary Care/Voluntary sector and so on where budgets might be pooled to create efficiencies. This is an SGC initiative that could be broken right down to Parish or village level.

2997. Pre-arranged items from members of Public
None

2998. Council to receive information from the charity FACE on provision of youth activities
Dawn Young from FACE gave an insight into the youth projects happening in neighbouring areas. She was keen to show that it is not just about running a youth club but tailoring projects to needs and situations to provide a more rounded approach to teenage issues.
Westerleigh Parish Council have asked FACE to research & present a proposal for the youth situation in Coalpit Heath in particular, with costings. If a viable proposition is put forward later in the year then some of the Community Infrastructure Levy income could be used to fund any project the Parish Council consider likely to be positive for the community.

2999. Parish Councillor Reports – written submissions, taken as read with questions taken as necessary
None

3000. Council to Approve Minutes of Annual Council meeting held on May 6th 2021
Unanimously approved and signed by the Chair.

3001. Council to NOTE receipt of MAY 2021 Finance documentation
Cllrs noted receipt of the bank reconciliation and statements, and lists of payments (Appendix 2) and receipts

3002. Council to receive update from Swift Sports Coaching on Activity Days
The Clerk had circulated a Swift report which included numbers that had attended the 6 days that WPC have funded so far in 2021. An average of 26 children attended each event. The total number of individual children that had benefitted is 72 (as some attended more than one day).
The venue is seen as a very good location for safety and security.
The Clerk has received numerous thank you emails from parents for the sessions.

The Parish Council has already committed to 6 days in the summer holidays and 2 days in each of the following 2 half terms – a total of 10 days costing £4000.
Following questions from the E & L Committee Swift have confirmed they can extend the offering to KS1 children (age 5-7) and also extend the number per session from 30 max to 48 max, for the same price per day.

As a result of discussion tonight WPC agreed to add a further 6 days in the summer holidays making a total of 12. This is an extra £2400 making a total of £6400.

3003. 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/> and can be seen in Appendix 1

For discussion:
12.1 [P21/03748/O](#) Demolition of 2no. single storey buildings. Erection of three storey building comprising of 15no. office units (Class E) (Outline) with access, layout and scale to be determined, all other matters reserved. Henfield Business Park Westerleigh Road Coalpit Heath BS36 2UP

After discussion it was agreed that WPC has no objection to this application but would like to see the provision of “26 covered parking spaces” covered by a condition to ensure it is included in the build.

12.2 [P21/03889/F](#) Erection of 2no. dwellings with associated works 1 Kidney Hill Westerleigh BS37 8QY

After discussion WPC have no objection in principle but would like the ‘pitched roof design’ to be looked at to be changed to a ‘hip design’ in keeping with neighbouring pairs of semi-detached properties. Also as it is in a green belt area to look at the provision of ‘Swift bricks’ to enable nesting.

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3004. Consultations

Council to discuss and agree comments for the following:

3004.1 Two planning documents (SPD's) which are out for consultation from 11 May 2021 to 22 June 2021.

(a) Housing in Multiple Occupation (HMOs)

For further details follow the link at www.southglos.gov.uk/houses-in-multiple-occupation.

WPC - It was felt that examples are very useful and their inclusion should continue to help understanding when published.

(b) Annexes and Residential Outbuildings

For further details follow the link at www.southglos.gov.uk/annexes-and-outbuildings.

WPC - It was felt useful and good advice was contained and needed for planning guidance as homes are modified to accommodate extended family and/or home working spaces.

3004.2 Consultation on the A4174 Junction Improvement Scheme

<https://consultations.southglos.gov.uk/A4174Improvements/consultationHome>

WPC have a question on why the Lyde Green roundabout which has a majority of north/south traffic has not also been re-designed as a THROUGHABOUT and why there is no mention of the new M4 junction 18A.

There is also a concern that a lot of trees and plants will be removed and where will these be re-sited given the SGC commitment to the Climate and Ecology emergency?

3004.3 Consultation on Joint Health & Wellbeing Strategy 2021-25

<https://consultations.southglos.gov.uk/HealthandWellbeingStrategy/consultationHome>

Westerleigh Parish Council noted their support of this strategy

3004.4 - YATE - Station Road/Badminton Road Cycle Lanes - Experimental Traffic Order - VARIATION ORDER reduce the morning loading restriction from 8am - 10am to 8am - 9am

https://consultations.southglos.gov.uk/Station_Rd_Var/consultationHome

WPC feel that this is a reasonable variation

3005. Correspondence/Communication with Westerleigh Parish Council:

From SGC:

- PT.6949 - A432 Badminton Road, Yate - Temporary Road Closure - Road closure near new Park & Ride on Badminton Road for 6 nights after 28th June

- PT.6952 - Stover Road and Yate Road, Yate - Temporary Road Closure – 2 weeks after 26th July

Other received items

Details of Base Station upgrade at Ivory Hill Farm

ALCA information to support increased subscriptions

Price increase of storage unit (From £62.20 pm to £68.75 pm)

Thank you letters from Westerleigh Neighbourhood watch, Above & Beyond and St Peters Hospice for grants paid in May 2021.

Minutes of Henfield Hall AGM

3006. Council to consider revisions and updates and approvals to Procedural documents

Amendments made on the return to Face to Face meetings and following efficient practices during the COVID restriction period



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3006.1 WPC Standing Orders – wording of section 7 was agreed and then approved

3006.2 WPC Financial Regulations Approved

3006.3 WPC Committee Terms of Reference Approved

3006.4 WPC Grant Application form Approved

The Clerk will finalise all four sets of documents, get them signed by the Chair and loaded onto the website

3007. Council to receive information from Clerk regarding ongoing matters and approval where relevant

Otter fencing

The otter fencing was completed on Monday 7th June after a further length of fence needed to be sourced as there was a shortfall of around 20m. This led to the final invoice being £660 more than the quote. Making the final price £10288.75 +VAT. We received £5000 towards this from the Angling Trust and the Clerk has written to them to let them know it is completed and to thank them for their support. Lake manager to be asked about fence area behind Henfield Hall above man hole cover.

Temporary Electric fencing

An offer of £250 has been accepted for the temporary electric fencing and paid into the bank account

Fishing Platforms

Work is almost completed on improving 8 platforms at the lake. The quote sent to us in Feb 2021 is around £6509.51

The Clerk reported that she has secured £2000 towards this from the BDAA (British Disabled Angling Association). They came and did a lake audit, chatted to Paul and the Clerk and have paid the £2000 into the WPC bank account. They may be willing to provide more fund for further platform improvements.

Benches

Two memorial benches need relocating and the Clerk will meet the Lake manager on this.

Other benches at the top car park location may need checking for wear

Tenant issues

The tenants have asked if they can have a second dog. A discussion took place raising some concerns.

The Clerk will write to the tenants.

Two appliances (fridge/freezer & washing machine) have some problems so Tingdene (Chalet manufacturer) & Caple (appliance provider) have been contacted and an engineer should attend.

Mafeking Hall Scout building

The Cotswold Edge Scout District has received planning permission to go ahead with the new timber structure. The District Commissioner has indicated to the Clerk that he would like to submit a grant application to this Parish for help with the costs.

Period of Public Rights

The period in which members of the public can ask to inspect accounts runs from today - June 14th to July 23rd inclusive. Documents are displayed on noticeboards and on the website.

Local Government Pay Review

The annual review due to be paid from April 1st 2021 is late so will need to be back paid when known.

Henfield Hall

The Clerk read the Henfield Hall AGM notes out to the meeting. They included details of the new Committee and of those standing down, including 2 members who have served almost 50 years each. The Clerk & Cllr Goddard agreed to take this forward.

Zip Wire at Newman Field

Following the annual inspection by GB Sport & Leisure it was found that a new brake spring needs to be supplied and fitted. Cllrs approved the expenditure for this safety aspect. The quote is £446.

Clerk info

The Clerk gave details of her annual leave dates and jury service dates.

3008. Items considered urgent or exempt by the Chairman

None

3009. Dates of future meetings

- Parish Council Meeting July 12th 2021 7pm Manor Hall, Coalpit Heath
- Finance & General Purpose Committee Meeting July 26th 2021 7pm Manor Hall (RBA or Main Hall)

The meeting closed at 8.30pm

APPENDIX 1 Planning Application comments since last meeting

P21/03748/O Demolition of 2no. single storey buildings. Erection of three storey building comprising of 15no. office units (Class E) (Outline) with access, layout and scale to be determined, all other matters reserved. Henfield Business Park Westerleigh Road Coalpit Heath BS36 2UP

WPC has no objection to this application but would like to see the provision of "26 covered parking spaces" covered by a condition to ensure it is included in the build.

P21/03889/F Erection of 2 no. dwellings with associated works. 1 Kidney Hill Westerleigh BS37 8QY
WPC have no objection in principle but would like the 'pitched roof design' to be looked at to be changed to a 'hip design' in keeping with neighbouring pairs of semi-detached properties. Also as it is in a green belt area to look at the provision of 'Swift bricks' to enable nesting.

P21/03217/F | Erection of 2 no. detached dwellings with new access and associated works | Land Adjacent Ashwick Westerleigh Road Westerleigh BS37 8QU
Westerleigh Parish Council have no objections

P21/03368/F | Extension to existing annexe to facilitate conversion to 1 no. dwelling with associated works.(resubmission of P20/17971/F) | 22 Bitterwell Close Coalpit Heath BS36 2UQ

Westerleigh Parish Council repeat the comments to the previous application:

WESTERLEIGH PARISH COUNCIL OBJECT TO THIS APPLICATION FOR THE FOLLOWING REASONS:
Condition 2 of the 2009 approved application for the original conversion of the garage to a residential annexe (PT09/6044/F) states:

"The building shall not be occupied at any time other than for purposes ancillary to the residential use of the dwelling no.22 Bitterwell Close. The introduction of a separate dwelling house within the open Green Belt and countryside is considered unsustainable....."

An attempt was made to remove Condition 2 in 2013 (PT13/4181/RVC) and that application was REFUSED. Westerleigh Parish Council objected to the RVC application to remove Condition 2 in 2013.

The application is harmful and contrary to Policies CS5, PSP7 and PSP40. [PSP 40 – "In all of the above circumstances, development proposals including any alterations, extensions or creation of a residential unit, will be acceptable where they do not have a harmful effect on the character of the countryside, or the amenities of the surrounding area."].

This property is NOT within the settlement boundary.

Westerleigh Parish Council continue to OBJECT to the conversion of this annexe into a separate residence as it constitutes inappropriate development in the open countryside and within the Green Belt and is against the original planning conditions.

P21/02762/CLP Erection of a detached pitched roof incidental outbuilding. 208 Down Road Winterbourne Down BS36 1AU

No comment submitted

P21/03023/PNH The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 3.2 metres, for which the maximum height would be 3.2 metres, and for which the height of the eaves would be 2.4 metres. 17 Mill Crescent Westerleigh South Gloucestershire BS37 8QS

Westerleigh Parish Council have no objections to this application.



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Appendix 2 List of payments

1 June 2021 (2021-2022)

Westerleigh Parish Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1	01/05/2021		Natwest Current		Storage unit rental fee	PE 30ng (Bristol) Ltd	S	0.00	0.00	0.00
25	01/05/2021		Natwest Current		Storage unit rental fee	PE 30ng (Bristol) Ltd	S	62.50	12.50	75.00
30	04/05/2021		Natwest Current		Grass cutting	CPS Grounds Ltd	S	725.40	145.08	870.48
31	06/05/2021		Natwest Current		Tool hire	AndyHoes	S	167.20	33.44	200.64
29	07/05/2021		Natwest Current		Clerk reimbursement	SWSimmons Parish Clerk	Z	14.70	0.00	14.70
35	10/05/2021		Natwest Current		Grant	Westerleigh Neighbourhood	X	100.00	0.00	100.00
33	17/05/2021		Natwest Current		Localism charges	South Gos Council	S	415.59	83.12	498.71
34	17/05/2021		Natwest Current		Localism charges	South Gos Council	S	53.25	10.65	63.90
36	19/05/2021		Natwest Current		Grant	Above & Beyond	X	1,000.00	0.00	1,000.00
40	21/05/2021		Natwest Current		Aerator at Bitterwell Lake	ECN	L	22.60	1.13	23.73
32	21/05/2021		Natwest Current		Council mobile phone	H3G (Three)	S	15.00	3.00	18.00
38	25/05/2021		Natwest Current		Play equipment repairs	C R Baskier Agricultural/Mail	S	920.00	184.00	1,104.00
27	25/05/2021		Natwest Current		Monthly pension payment	Avon Pension Fund	X	352.79	0.00	352.79
37	25/05/2021		Natwest Current		Grant	St. Peters Hospice	X	2,200.00	0.00	2,200.00
26	25/05/2021		Natwest Current		PAYE	HMRC	Z	396.22	0.00	396.22
28	25/05/2021		Natwest Current		Safety	SWSimmons Parish Clerk	Z	1,459.44	0.00	1,459.44
39	28/05/2021		Natwest Current		Monthly bin emptying	Hands Property Maintenance	Z	440.00	0.00	440.00
Total								8,344.69	472.92	8,817.61

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