



NOTICE OF ANNUAL PARISH COUNCIL MEETING

Monday May 9th 2022 at 7pm, Westerleigh Village Hall

Members of the public attending this meeting – PLEASE do not attend if you have been in contact with any other person who has tested positive for COVID within the last 5 days (with or without symptoms) or if you are feeling unwell.

Please respect social distance from others. Hand sanitizer will be available.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights.

AGENDA

1. Welcome & Introduction
2. Apologies for absence
3. Election of Chair
4. Election of Vice Chair
5. Signing of Acceptance of Office by Chair
6. Declarations of Interest under the Localism Act 2011 relating to this meeting
7. Reports from South Gloucestershire Councillors on matters relating to the Parish – See Appendix 1
8. Pre-arranged items from members of Public
9. PLANNING:
 - (a) Council to NOTE comments submitted since last meeting
 - (b) Council to discuss/comment on any necessary Planning Applications or other Planning Matters including:
 - (i) P22/02179/RM Erection of 8 no. dwellings with appearance, layout, scale and the landscaping to be determined Approval of Reserved Matters to be read in conjunction with outline permission P19/14583/O. Jorrocks Estate Westerleigh Road Westerleigh BS37 8QH
 - (ii) EARLY STAGE SOLAR FARM PROPOSAL ON LAND SOUTH OF B4456, WAPLEY, SOUTH GLOUCESTERSHIRE
 - (iii) P22/02051/F | Demolition of 2 no. buildings and erection of 5 no. new dwellings with associated works. | Land At 125 Badminton Road Coalpit Heath South Gloucestershire BS36 2SY
 - (iv) To NOTE Approval of South Glos Show Variation of Premises Licence with conditions
10. Parish Councillor Reports – written submissions, taken as read with questions taken as necessary
11. Council to APPROVE Minutes of Parish Council meeting held on April 11th 2022
12. Council to APPROVE Minutes of Extra Parish Council meeting held on April 20th 2022
13. Clerk/RFO to report on 2021/2022 Finances
14. Council to approve Section 1 of the Annual Return – Annual Governance Statement 2021/22 for Westerleigh PC
15. Council to receive Internal Audit report
16. Council to approve accounts for the year ending 31st March 2022
17. Council to approve section 2 of the Annual Return – Accounting Statement 2021/22 for Westerleigh PC
18. Council to approve Period for the Exercise of Public Rights for 2021/2022 Accounts
19. Council to consider matters arising from internal audit

20. Council to NOTE receipt of March & April 2022 payments & income documentation
21. Council to NOTE payment of 2022 GRANT to Great Western Air Ambulance Charity of £5000 following PC approval
22. Council to receive update on AWT funding from Says Court Farm agreement following Zoom meeting on 20.4.2022
23. Council to NOTE FINAL BUDGET SHEET with April 2022 CIL included
24. Council to consider requirements for Committees, Sub Committees or Advisory Groups

Appointment to:	Number required	Term of Office	Appointees
Planning Committee	All Councillors	To May 2023	All Councillors
Environment & Leisure Committee	Min of 5	To May 2023	
Finance & General-Purpose Committee	Min of 5	To May 2023	
Staffing Group (Sub-group of F&GP)	Min of 3	To May 2023	

The Chair of each Committee is appointed at the next meeting of that Committee

25. Council to consider appointments to outside bodies

Appointment to:	Number required	Term of Office	Appointees
Manor Hall Management Committee	1		
Henfield Hall Management	1	To May 2023	
Coalpit Heath Village Hall (Miners Club) Management Committee	1	To May 2023	
Westerleigh Village Hall Management Committee	2	To May 2023	
Youth working Group	2	To May 2023	
Avon Pension Fund	3 Authorised contacts in addition to RFO	Ongoing	<i>(ideally Chair of PC; Chair of F&GP; & Chair of Staff Committee)</i>
Avon Local Councils Associations (ALCA)	1 PC representative	To May 2023	<i>(ideally Chair)</i>

26. Council to receive any updates or discuss issues in relation to WESSEX WATER/Bitterwell Lake at Ram Hill
27. Council to receive information relating to possible underground water leak at The Chalet site
28. Council to receive update relating to a Housing Needs Survey for Westerleigh ward of this Parish Council
29. Council to NOTE receipt of RoSPA Play Safety annual reports for Newman Field & Westerleigh Playing Field
30. Correspondence/Communication with Westerleigh Parish Council:

From SGC:

PT.7247 - Stover Road and Yate Road, Yate - Temporary Road Closure 5th July one day 9.30am-3.30pm for street cleansing works

Temporary Road Closure - Westerleigh Road, Westerleigh temporary road closure at Westerleigh Road, Westerleigh which extends from its junction with Besom Lane to railway bridge. This closure is required in connection with Survey and erection of low bridge signs and markings. This closure is anticipated to take place 16/05/2022 – 21/05/2022 between the hours of 20:00 – 06:00.

Other received items

From Frampton Cotterell Parish Council: Joint Single issue survey to protect the green belt – request to participate

31. Council to consider/approve the subject of Councillor email addresses
32. Council to receive information from Clerk/Deputy Clerk regarding ongoing matters and required approvals
Cllr e-learning module

33. Council to discuss any required CONSULTATIONS

34. Items considered urgent or exempt by the Chairman

35. Dates of future Full Parish council meetings

Monday May 23rd E & L Committee meeting 7pm Red brick annex at Manor Hall

Monday June 13th Full Parish Council meeting HENFIELD Hall 7pm

Appendix 1

Westerleigh Parish Council – District Councillors’ Report

Council Tax Energy Rebate

A £150 rebate to residents who pay council tax in South Gloucestershire will begin to be paid to householders later this month and in May. The final details of the scheme were agreed at the Cabinet meeting on Monday 4th April and include a range of additional, discretionary support for those who do not qualify for the national scheme, but who are still in need of support as energy costs are rising. Most households in bands A to D will be eligible.

Residents paying their council tax by direct debit will, in most cases, receive the payment directly into their bank account. Anybody not already paying by direct debit can set it up online (www.southglos.gov.uk/council-tax/my-council-tax-online). This way the council has the bank details needed to directly pay the £150 rebate. Most households paying by direct debit will get their payment by early June. Residents who do not pay by direct debit will receive a letter with details on how the rebate will be paid. South Gloucestershire Council has apologised for the length of time it is taking to pay the rebate; the council’s finance system is not set up to process such a higher number of payments to residents.

The council is also offering support through a discretionary scheme which will provide the £150 rebate to:

- people who get council tax reduction in bands E to H
- people who get Disabled Band Reduction (DBR) in bands E to G
- foster carers in bands E to H
- care homes in bands E to H
- carers in bands E to H
- people who have severe mental impairment in bands E to H
- households in bands E to H where there is an existing disregard as a member of the household is receiving long term care in hospital or care home
- students in bands E to H
- households in bands E to H where everyone living there is under 18 years of age
- night shelters or hostels in bands E to H
- households where everyone living there over 18 years old is on a government recognised apprenticeship scheme

The council will contact households in these categories this month. For people not in one of these categories, or who are eligible for the rebate but need more financial support, the council is also running the Community Resilience Fund (CRF). Find out more by visiting www.southglos.gov.uk/community-resilience-fund, by visiting one of the council’s One Stop Shops or calling the Contact Centre on 01454 868009.

Consultations

South Gloucestershire Council is also consulting on a new Carers Strategy for 2022 – 2027 that will set out its aims and priorities for carers of all ages (including young carers and young adult carers) living in South Gloucestershire.

Residents may have already taken part in some of the pre-consultation engagement work that took place last year. The council received lots of useful information it has used to start shaping the Carers Strategic Priorities. This consultation is delving a little deeper into the previous

submissions from carers to ensure the priority areas it has identified are the right ones. This consultation can be found at <https://consultations.southglos.gov.uk/Carers2022/>. It runs until 13th June.