

Westfield Parish Council

Minutes of the Environment and Development Committee Meeting held at the Oval Office, St Peters Business Park, Westfield on Monday 10th September 2018 commencing at 7pm

Present: Cllrs D Cooper (Chair), G Fuller, J Honess, R Hopkins, E Jackson and P Williams.

Absent: Cllrs B Wallbridge, K Docherty and A Butcher

Also attending: Lesley Welch, Parish Clerk and Tracey Stephens, Admin Asst.

56. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Apologies were received from Cllr B Wallbridge who was unwell.

57. DECLARATIONS OF INTEREST AND DISPENSATIONS

- Cllr Hopkins declared an interest in item 4, Planning Applications for consideration as the applicant of 18/03696/TCA
- Cllr Jackson declared an interest in item 11, Flowers in Public Places, as Secretary of Radstock in Bloom.

58. MINUTES OF THE LAST MEETING

The minutes of the meeting held on 9th July 2018 were agreed as a true record and signed by the Chair.

59. PLANNING APPLICATIONS FOR CONSIDERATION

There were no objections to the following applications:

18/03696/TCA	Mr R Hopkins	29 Wells Road	1no. Oak tree- Crown on South side of tree by removing 8-10 lower limbs, 5 to be removed back to main stem and removal of 5 secondary branches
18/03913/FUL	Mr John Bridges	Romway, Wells Road	Erection of two storey detached dwelling and detached garage
18/03958/SRC OU	Paul Dando	10 Fortescue Road, Radstock	Prior approval request for a change of use from retail (Class A1) to a café (Class A3)

60. PLANNING DECISIONS

The planning decisions were noted.

61. BaNES LOCAL PLAN AND HELAA

The Site Assessment for site WF01 took place on 15th August, with the final assessment circulated thereafter.

Minutes subject to approval at the next meeting.

Signed **Dated**

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Resolved: To submit the final assessment to BaNES

62. BANES NPPF TRAINING

Training on 9th October in Bath was noted.

63. RECREATION GROUND – NORTON HILL

A quote was received to heighten two sections of the fence at the Bowling Club boundary, as requested at the last meeting.

Resolved: To decline the quote from C&R Fencing for £873 to increase the height of the fence as it was felt that that wouldn't eradicate the problem of youths climbing into Bowls Club

The Committee received a quote for verti draining at both Westhill and Norton Hill Recreation Ground.

Resolved: To accept the quote of £600 from Greensward for verti draining at Norton Hill and Westhill

64. RECREATION GROUND – WESTHILL

Security at the car park entrance was discussed and also correspondence from a local resident requesting some more benches, litter bins and a shelter.

Resolved:

1. To write to Westhill Club to advise that the change in car park entrance has been noted and to ask for a key to the new padlock
2. To obtain a quote for vandal proof seats
3. To write back to the resident advising that it is not expected that there will be a new youth shelter, due to problems in the past, but letting him know that Council is looking for a quote for the seats.

65. EVENTS

Preparation for the Fun Fair 2019 – Discussion was held around the process of bringing the Fun Fair to Westfield each year. It was noted that the operators are not fully cooperative when it comes to providing health and safety certificates and public liability insurance information for each ride in the time allocated. The process then becomes very last minute and heated.

Resolved:

1. To make it clear to the Fun Fair operators that we need a numbered list of all the rides, stalls and catering outlets which are going to operate, with numbered safety certificates and public liability insurance against each ride/outlet. **If they are not received in full a fortnight before the Fun Fair is to set up, then the Fun Fair will not be allowed on site.**

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Signed Dated

Westfield Parish Council

- 2. Cllr Fuller to contact the operator to arrange a meeting to make this clear early.
- 3. That closer to the date of the fun fair a person(s) be nominated to handle feedback should the documents not be received a fortnight before the event and to check that the rides on the master list are those which are set up on site.

Fun Day Feedback- There was no further feedback from the Fun Day

Inflatables at Westhill feedback – There was no feedback available for this event

66. FLOWERS IN PUBLIC PLACES

The Committee received the report of the Clerk.

- Resolved:**
- 1. To separate the contract for Flowers in Public Places and go out to tender for a contract for the Hanging baskets and a separate contract for the planters, flower beds and herb garden;
 - 2. To seek a quote for the isolation of the water supplies at the shops.
 - 3. To accept the contractor’s kind offer of free winter hanging baskets at the church and carousel, subject to agreement of the church.

It was noted that the herb garden at Jubilee Green was in need of some pruning.

- Resolved:** to ask the contractor to prune the plants and to put an article in the Westfield Warbler to alert residents to the fact that the herbs are available for people to pick free of charge

The damage to the water system at Nightingale Way hanging basket tree was noted. BaNES are to repair the damage and have recommended that a protective guard was put in place for future grass cutting.

- Resolved:** to obtain a quote for a simple system of ground protection and give authorisation to the Clerk to purchase one.

67. WEED CONTROL / HEDGE CUTTING OF FOOTPATHS IN WESTFIELD

The suggestion from the Rights of Way Officer that the Parish Council takes over the maintenance of footpaths was considered.

- Resolved:** not to take over the maintenance of footpaths in Westfield.

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Signed **Dated**

68. WESTFIELD WARBLER CONTRACT RENEWAL

Resolved: to accept the quote of £1000 +VAT from Ignyte quarterly for publishing the Westfield Warbler and £395 +VAT for delivery and to sign the contract accordingly.

69. HISTORIC BUILDINGS

Cllr Jackson advised that work should be starting on the Shambles development shortly.

Planning permission has been granted to the developers of St Hugh's, but there is a disagreement about whether the land which is currently used for car parking is owned by St Hugh's or the Co-op. A number of car parking spaces was a condition of the permission given, so the Parish Council has the right to object again if those parking spaces are not made available.

70. REPORT ON CROSSINGS ON THE A367

It was noted that the crossing at the junction to the industrial estate is on the list for BaNES to repaint.

71. DOUBLE YELLOW LINES AT HAZEL TERRACE

It was noted that there are to be white lines painted by the new houses at the top of Hazel Terrace to alleviate the problems that residents of Lynton Road are experiencing exiting their driveway at the back of the houses.

72. ITEMS FOR THE NEXT AGENDA

- Double Yellow lines on Cobblers Way at the traffic lights (Cllr Fuller)
- Noticeboard by main road

It was agreed to exclude the press and public on the grounds that in view of the confidential nature of the business to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.

73. TELEPHONE BOX AT CHARLTON ROAD

The Committee received correspondence from a member of the public, along with legal advice from NALC.

- Resolved:**
1. To write to BaNES asking them to clarify the ongoing situation in relation to the adjacent property and to ask them for evidence that the telephone box was transferred in the transfer of assets to Westfield Parish Council.
 2. To email the resident who complained about the telephone box being an eyesore to assure him that Westfield Parish Council is

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Signed **Dated**

Westfield Parish Council

fully aware of the issue and is taking the appropriate steps to resolve it.

The meeting closed at 9:03pm.

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Signed **Dated**