

WESTFIELD PARISH COUNCIL

Minutes of the Meeting of the Council held at the Oval Office,
St Peters Business Park, Westfield on
Monday 6th June 2016 commencing at 7.00pm

Present: Chair: Cllr G Fuller

Cllrs: D Cooper, K Docherty, R Hopkins, E Jackson, R Moss,
A Seaman-Moss, B Wallbridge, P Williams and P Wilkinson

Absent: Cllr A Butcher

Attending: Lesley Welch, Parish Clerk, Tracey Stephens, Admin Assistant

37. Apologies for Absence

Apologies for lateness were received from Cllr Moss due to work commitments. Cllr Moss arrived at 8:25pm.

38. Declarations of Interest and Dispensations

- Cllr Jackson declared a personal interest in item 14 Big Local, being involved in two organisations requesting funds from the Big Local.
- Cllr Hopkins declared a personal interest in item 14 Big Local as a member of the Big Local Steering Group.
- Cllr Seaman-Moss declared an interest in item 14 Big Local as the wife of Cllr Moss, who is a member of the Big Local Steering Group.

39. Minutes of the Parish Council Meeting – Tuesday 3rd May 2016

Resolved: That the minutes of the Parish Council Meeting held on 3rd May 2016 be agreed and signed as a correct record.

40. Committee Reports

(a) Environment and Development Committee – 9th May 2016

Resolved: That the Minutes of the Environment and Development meeting held on 9th May 2016, be noted.

(b) Finance and Personnel Committee – 18th May 2016

Resolved: That the Minutes of the Finance and Personnel meeting, held on 18th May 2016, be noted.

Minutes are draft until agreed at the next meeting.

Signed Dated

Westfield Parish Council

41. Approval of items over £5,000 and consideration of any virement

The invoice from Wicksteed Playgrounds for the amount of £18,000, in relation to the play equipment at Westhill Recreation Ground, was agreed.

42. Feedback from the Westfield Neighbourhood Plan Working Group

Cllr Hopkins gave an update on the work of the Working Group. The minutes of the meetings on 5th April and 24th May 2016 were noted.

45. Annual Parish Meeting – 26th April 2016

The Parish Council noted the minutes of the Annual Meeting and discussed the issue of parking which had been raised. Cllr Fuller had attended a meeting with the Principal of Fosse Way School and two residents of Longfellow Road.

Resolved: Cllr Jackson to liaise with BaNES to get the double yellow lines and white lines on Longfellow Road repainted, and to ask them to repaint the yellow lines on Welton Road, by the Railway Inn.

46. Approval of the Annual Return

The Internal Auditor's report was circulated and discussed.

Resolved: (1) that the Annual Governance statement of the Annual Return be agreed;
(2) that the Accounting Statements of the Annual Return as adjusted and circulated in accordance with the Internal Auditor's suggestion in Box J of his report, be agreed.
(3) that, for continuity the Fixed Assets be included in the Annual Return as assets of the Parish Council.

47. Approval of the Year End Accounts

Resolved: That, in the light of the adjustment made to the Annual Return outlined in the Internal Auditor's report, the year end accounts 2015/16 be agreed.

48. Creating Community Identity

Resolved: (1) To draft an open letter to BaNES to ask officers to reference Westfield where appropriate;
(2) To agree with John Reynolds to have a running club meet once a month on Westhill Recreation Ground for local residents;
(3) To prepare a mail drop to local estate agents to ask them to describe their properties in Westfield with Westfield in the address.

Minutes are draft until agreed at the next meeting.

Signed Dated

Westfield Parish Council

49. Mardon's Club

Cllr Jackson reported that Mardon's will be visited by the Development Management Committee on their annual tour in September.

50. Gateway Sign at the Radstock entrance to the Parish

Resolved: To purchase the sign in option 2 at the cost of £825.82

51. Fence at Norton Hill Play Area

Resolved: Clerk to discuss with fencing companies the best way to have a higher fence around the perimeter of the play area facing the football pitch, and get costings.

52. Big Local

Councillors discussed the recommendation at Finance and Personnel Committee to give the Big Local 3 months' notice to terminate the contract as LTO. The Big Local had requested 18 months' notice. A suggestion was put forward for 6 months.

Resolved: To invite representatives from the Big Local to a meeting to discuss the notice period.

53. Annual Review of the Treasury Management Policy

Resolved: That the Treasury Management Policy be agreed.

54. Annual Review of the CCTV Policy

Resolved: That the CCTV Policy be agreed.

55. Training opportunities

The email regarding training opportunities was noted.

Cllr A Seaman Moss left the meeting at 8pm.

56. Request for a firework display by Westhill Club

Resolved: To defer to next meeting of the Council after taking advice on liability.

57. Fun Fair

A report on the damage to the ground after the Fun Fair in May was considered.

Minutes are draft until agreed at the next meeting.

Signed Dated

Westfield Parish Council

Resolved: (1) To accept the quote from Greensward for work on the pitch, using 100 tons of sand and reviewing the pitch once the work had been done to decide if the extra sand would be necessary;
(2) Should it be agreed that the Fun Fair returns next year, then a clause be included in the contract relating to the use of matting on all areas where vehicles and equipment drive or rest.

58. Flowers in Public Places

Cllr Cooper gave a report on the state of the flower displays in Westfield. 1200 plants have been planted in total, with 150 in each coal truck and 100 in the square planter. The main concern from now is watering, as the distance from the taps to the planters makes it difficult.

Resolved: To get a quote for a tap at Jubilee Green.

59. Outside Bodies Reports

Mardon's Club. Cllr Cooper reported that Linden Homes have now opened up the footpath from Lynton Road as agreed in the Travel Plan.

Radstock Museum, Cllr Jackson reported that the museum is very pleased to have Mrs Joan Pack from the Neighbourhood Plan Working Group on board.

Midsomer Norton South Railway Station: Cllr Hopkins has received no communication from the society.

SWAN: Cllrs Williams and Jackson have received no communication from SWAN.

Resolved: To contact the organisations again to advise that Councillors are available.

60. Chairman's Report

Cllr Fuller congratulated Cllrs Cooper and Wilkinson and family members for the organisation of a successful Fun Day

61. Bath and North East Somerset Councillors' report

Cllr Jackson reported that the Trinity Methodist church in Westfield would like the hole in the wall by the Toucan crossing to be filled in and the old gap reopened. They asked if the Parish Council would help put pressure on BANES to do this work.

She advised of funds available for cycle paths and footpaths and suggested that money should be sought for work on some pathways.

Minutes are draft until agreed at the next meeting.

Signed Dated

Westfield Parish Council

WAGS have a waiting list and are looking to extend the allotments by using some derelict land adjacent.

The path behind Wells Square to Fosseyway Cottages has been blocked by an individual and that matter is in hand with the Senior BaNES Enforcement Officer.

The meeting closed at 8:50pm.

Minutes are draft until agreed at the next meeting.

Signed Dated