

Westfield Parish Council

**Minutes of the Neighbourhood Plan Management Group Meeting held at the
Oval Office, St Peters Business Park, Westfield on
Tuesday 15th March 2016 commencing at 7pm**

Present: Cllrs R Bevan (Vice Chair, in the Chair), Cllr A Butcher, Cllr Ron Hopkins (Chair for the first item), Mrs J Pack, Mr R Wallace, Mr M Woodhouse.

Also attending: Lesley Welch, Parish Clerk

48. Apologies for absence

Apologies were received from Helen Fitzgerald, Julie O'Rourke and Cllr Jackson.

49. Declarations of Interest and Dispensations

All present who live in the Parish of Westfield, R Hopkins, A Butcher, R Bevan, J Pack, R Wallace and M Woodhouse, declared an interest. Parish Council agreed a dispensation at its meeting on 5th October 2015.

50. Minutes

The minutes of the meeting held on 23rd February 2016 were agreed as a true record.

51. Tasks for this meeting

1. *Informing local businesses* - in Cllr Hopkins' absence this was deferred to the following meeting. It was suggested that Sustainable Lands plc who own part of the swathe of land adjacent to Highfields be invited to contribute to the process. It was noted the SW Foundation was including interviews with businesses in their consultation. There was a discussion on the need to include a discussion with neighbouring parishes and towns where development was likely to have an impact on Westfield.

Action: Cllr Butcher to speak to contacts at Chilcompton Parish Council and Kilmersdon Parish Council to see if a mutual approach might be helpful. The Clerk to contact the Clerk of Midsomer Norton Town Council for the same purpose.

2. *Local Treasures* – The Working Group discussed Julie O'Rourke's email relating to the possibility of registering properties as community assets. Possible properties included The Railway as the last remaining pub in Westfield, the chimney of the former Clarke's factory, the Police Station, St Hugh's church, the former pit head at Norton Hill.

Action: Clerk to speak to SW Foundation about including this as an item in the Consultation.

Minutes subject to approval at the next meeting.

Signed **Dated**

3. Collation of evidence and information on Westfield using the links provided by Julie O'Rourke and establishing an area profile for Westfield

Ron Bevan had started to look at creating a profile for Westfield. He was particularly looking for updated information on new households since the Census 2010. For example, there were 2,200 dwellings in 2010, how many are there now? How many in the different council tax bands, how many obtain the 25% single occupier discount, how many receive exemptions for different reasons, how many are on the Home Search register seeking homes in Westfield, and the type of accommodation they are looking for. Data on the number of businesses paying business rates in Westfield and the total collected for Westfield. The number of social/affordable homes built in Westfield since 2010. How many more are planned? The number of empty properties in Westfield. The areas of Westfield suffering from deprivation, at risk areas and use of the School Place Planning Study, the CCG document Your Care Your Way and the Strategic Housing Market Assessment.

Action: Ron Bevan to continue to collate this information. Clerk to chase the Tree Survey and Transport Survey from BANES.

4. To review the logos provided by Westfield School

The logos provided by Westfield School were much admired and after some discussion it was agreed to use a combination of all of them.

Action: Clerk to write a letter of thanks to the children.

There had been a discussion at the last meeting about setting up a website for this group. Cllr Butcher reported that the person he had in mind no longer undertook this work.

52. Tasks for the next meeting

The Group discussed Julie O'Rourke's e mail of 11th February outlining the next steps. Most of these items were already in hand.

Vision: Items for the forthcoming consultation event were discussed to include a question about what you think Westfield will look like in 15-20 years time.

Themes: Obtaining contact details in order that emerging themes might be explored in greater detail by interested parties, was highlighted.

53. Next Meetings

The next meetings would be 5th April at 7pm at the Oval Office, Cobblers Way. Due to the Consultation events that were coming up it was agreed that the meeting after that should be held on 10th May at 7pm.

The meeting closed at 8.40pm.

Minutes subject to approval at the next meeting.

Signed **Dated**