

WESTFIELD PARISH COUNCIL

Minutes of the Meeting of the Council held at the Boardroom, The Oval Office,
Cobblers Way, Westfield on
Monday 4th June 2018 commencing at 7.00pm

- Present:** Chair: Cllr G Fuller
- Cllrs: A Butcher, D Cooper, R Hopkins, E Jackson, L Mansell
and B Wallbridge
- Attending:** Tracey Stephens, Admin Assistant; Emily Merko, Finance
Officer; 1 member of the public
- Absent:** Cllrs: K Docherty, J Honess, P Williams and P Wilkinson

Before the meeting started Cllr Fuller offered his thanks to Cllrs Cooper and Wilkinson for the work that they had done to organise an excellent Westfield Fun Day on 3rd June.

34. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs Docherty, Honess and Williams

35. DECLARATIONS OF INTEREST AND DISPENSATIONS

There were no declarations of interest

36. MINUTES OF THE ANNUAL PARISH COUNCIL MEETING – 8th May 2018

Resolved: the minutes of 8th May 2018 were agreed and signed as a correct record.

37. COMMITTEE REPORTS

(a) Environment and Development Committee – 14th May 2018

Resolved: That the Minutes of the Environment and Development meeting held on 14th May 2018 be noted.

(b) Finance and Personnel Committee – 23rd May 2018

Resolved: That the Minutes of the Finance and Personnel meeting held on 23rd May 2018 be noted.

Minutes are draft until agreed at the next meeting.

Signed Dated

Westfield Parish Council

38. APPROVAL OF ANY ITEMS OF £5,000 AND CONSIDERATION OF ANY VIREMENT

There were no items over £5,000 for approval.

39. TO NOTE THE INTERNAL AUDIT REPORT 2017/18

The Annual Internal Audit report was noted.

40. TO AGREE THE ANNUAL GOVERNANCE STATEMENT 2017/18

The Parish Council considered the Annual Governance Statement in detail.

Resolved: That the Annual Governance Statement 2017-18 be agreed and signed by the Chair.

41. TO AGREE THE ACCOUNTING STATEMENTS 2017/18

The Annual Accounting statement was considered.

Resolved: That the accounting statements be approved and signed by the Chair.

42. TO NOTE THE CONFIRMATION OF THE DATES OF THE PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS

The confirmation of the dates of the period for the exercise of public rights were noted

43. TO AGREE THE UNAUDITED FINANCIAL STATEMENTS

The unaudited Financial Statements were considered in detail.

Resolved: to agree the unaudited Financial Statements

44. LOCAL GOVERNMENT PENSION FUND

After discussion it was proposed and agreed that Parish Council staff are eligible to be members of the Local Government Pension Scheme.

Resolved: to validate the arrangements that have been in place since March 2011 and to confirm that all staff are designated as eligible to continue to be members of the Local Government Pension Fund.

45. WESTFIELD NEIGHBOURHOOD PLAN

Minutes are draft until agreed at the next meeting.

Signed Dated

Westfield Parish Council

Cllr Hopkins gave an update advising that the Neighbourhood Plan is currently being considered by the independent examiner and that the next step of a local referendum will hopefully take place very shortly.

46. GRASS CUTTING WORKSHOP

It was noted that there are to be two meetings with BaNES officers and residents of Maytree Road, Holly Walk and Cherry Tree Close on 13th and 18th June to resolve the issue where the owner of the land is not known.

47. CREATING COMMUNITY IDENTITY

Cllr Jackson reported a positive meeting with the Principal of Bath College, who is keen to develop links with the Parish Council. The College are interested in creating a piece of artwork to be located at an outside space in Westfield.

Discussion was held about how to commemorate Westfield residents that gave their lives in wartime, or contributed to the war effort in various ways.

- Resolved:**
- (1) to put an article in the next Westfield Warbler inviting residents to send Council information that they may have about people or events that they feel should be commemorated;
 - (2) to include the item on the October agenda for Full Council, after responses have been collated, for further discussion.

48. OUTSIDE BODIES REPORT

Cllr Jackson advised that Radstock in Bloom is being judged on 18th July and Westfield Allotment Group and Westfield Primary School on 11th July.

49. CHAIRMAN'S REPORT

Cllr Fuller reiterated his thanks and congratulations to all those involved in the organisation of the Westfield Fun Day on 3rd June, with special thanks to Cllrs Cooper and Wilkinson. The event was a huge success.

50. B&NES COUNCILLOR'S REPORT

Cllr Jackson reported that she is waiting to meet with Cllr Bob Goodman in Westfield and that there is a date in the diary to meet with him on Monday 11th June.

She also reported that Sirona staff are to strike on Tuesday 5th June, demonstrating in Midsomer Norton.

The meeting closed at 7:50pm.

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Signed Dated