

Westfield Parish Council



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Chairman: Cllr G Fuller Parish Clerk: Ms L J Close FSLCC

Established 2011

**All Council Meetings are open to the
Public and Press**

5th July 2021

TO: (a) All Members of the Environment and Development Committee
Cllrs Brian Wallbridge (Chair), Diana Cooper (Vice Chair), Geoff Fuller, Ron Hopkins, James Honess, Eleanor Jackson, Steve Pritchard, Pat Williams

(b) All other Members of the Council for information

Dear Councillor,

You are summoned to attend a meeting of the **Environment and Development Committee** of Westfield Parish Council on **Tuesday 13th July 2021 at 9.30am, in the car park of the Oval Office, Cobblers Way, Westfield.**

A consultation meeting is to be held on Zoom at 7pm on Monday 12th July.

The meeting will consider the items set out below.

A handwritten signature in black ink, appearing to read 'LJ Close', written in a cursive style.

Ms L J Close
Parish Clerk

Before the meeting there will be a 15-minute public session to enable residents of Westfield to ask questions, and make comments.

AGENDA

1. **Apologies for absence and to consider the reasons given** Council to receive apologies for absence and, if appropriate, to approve the reasons given.

2. **Declarations of interest and dispensations** Members to declare any interests they may have in agenda items, in accordance with the requirements of the Council's Code of Conduct. The Parish Council may consider agreeing a dispensation, providing the request is put in writing and the dispensation is allowed on the grounds set out in s.33 of the Localism Act 2011.
3. **Minutes of the last meeting** – To agree the minutes as a true and accurate record of the meeting held on 15th June 2021 **(Pages 1-4)**
4. **Planning applications for consideration (Page 5)**
5. **Planning decisions (Page 6)**
6. **Recreation Ground – Norton Hill**
 - Barbecues
 - Cutting back the trees overhanging the roadway from A367 to the Bowling Club gate and an incidence of people on the Norwest roof **(Pages 7-8)**
 - Community Café **(Page 9)**
7. **Recreation Ground – Westhill**
Impact on football teams of the lack of changing facilities at Westhill Recreation Ground **(Page 10)**
8. **Westhill Club Facilities for football** – Update on meetings with Trustees of the Club
9. **Annual Key Review (Page 11)**
10. **Westfield Heritage Trails** – Correspondence from a local resident **(Page 12)**
11. **Biodiversity Net Gain - allocation of sites (page 13)**
12. **Events**
Queen's Platinum Anniversary and Fun Day 2021 (Cllr Fuller) **(Pages 14-16)**

To resolve that, under Section 100A(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information falling within those paragraphs indicated in Part 1 of Schedule 12A of the Local Government Act 1972, as amended.

13. **Legionella and water sampling quotes – update from the Clerk**
14. **Tree Works at the Recreation Grounds - quotes**

Westfield Parish Council

Minutes of the Environment and Development Committee Meeting held at the Oval Homes car park, Cobblers Way, Westfield on Tuesday 15th June 2021 commencing at 9:35am

A consultation meeting was held on Zoom the previous day on Monday 14th June with Cllrs Cooper, Honess, Hopkins, Jackson, Pritchard, Wallbridge and Williams in attendance. Also attending for item 4 – Dressing of War Graves – was Graham Jagger of the Royal British Legion

Present: Cllrs B Wallbridge (Chair), D Cooper and E Jackson

Also attending: Lesley Close, Parish Clerk and Tracey Stephens, Admin Assistant

14. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

There were apologies from Cllrs Fuller, Honess, Hopkins, Pritchard and Williams.

15. DECLARATIONS OF INTEREST AND DISPENSATIONS

There were no declarations of interest

16. MINUTES OF THE LAST MEETING

The minutes of the last meeting held on 11th May 2021 were agreed as a true record and signed by the Chair.

17. DRESSING OF WAR GRAVES

Mr Jagger outlined the dressing of war graves event on 13th November and asked that Council has a presence at the event.

18. PLANNING APPLICATIONS FOR CONSIDERATION

There were no objections to the following applications:

21/02473/TCA	Scout Hall, Wells Road	Sycamore (T43287) – fell; Ash (T828) – fell; Cypress (T885) – remove branch that has become detached from canopy; G5 – fell Ash and coppice old Sycamore stump; G4 – fell 2no. Sycamore, Alder and Ivy covered stem; G6 – thin by 30%
21/02561/FUL	26 Nightingale Way	Erection of two storey rear extension

Minutes subject to approval at the next meeting.

Signed Dated

Westfield Parish Council

21/02586/TCA	11 Welton Road	Multi stemmed Ash – remove stem

21/01499/FUL – 4 Highfields, Erection of three bedroomed detached dwelling

The Committee objected to this application as it was in direct contravention of Policy 1 of the Neighbourhood Plan.

21/02117/FUL – 1 The Leaze, Remove 3m high 1m thick hedge from boundary and install 2.2m block and render wall

The Committee had concerns about the height of the wall being out of character with the rest of the area. There were no objections provided the wall was in keeping with the height of those in the immediate vicinity.

21/05479/ODCOU – The Oval Office, Cobblers Way, Prior approval request for change of use from offices (Use class B1) to 13no. Flats (Use class C3)

Westfield Parish Council declared an interest in this item as its office is based in this building.

The Committee highlighted to the Planning Officers, as it had previously, that it contravenes Policy 12 of the Neighbourhood Plan. It was requested that this application is sent to the B&NES Committee for decision.

21/01770/VAR - Jewsons Builders Merchants, Unit 1, St Peter's Park, Variation of condition 33 of application 05/01926/FUL (Redevelopment of St Peter's Factory and Jewson sites, comprising 107 new dwellings, commercial development, open space, landscaping and associated infrastructure)

Westfield Parish Council declared an interest in this item as the office is based in this building.

The Committee highlighted to the Planning Officers, as it had previously, that it contravenes Policy 12 of the Neighbourhood Plan

19. PLANNING DECISIONS

The Planning decisions were noted.

20. SUSTAINABLE CONSTRUCTION AND RETRO FITTING/HISTORIC BUILDINGS SPD – PARISH ENGAGEMENT WEBINAR ON 22ND JUNE

It was noted that Cllr Jackson would be attending this event and would report back to Committee.

Minutes subject to approval at the next meeting.

Signed **Dated**

Westfield Parish Council

21. RECREATION GROUND – NORTON HILL

Disable parking signage

Resolved: To purchase 3 signs with the words "Please show respect. These spaces are for blue badge holders only" at a cost of £174 plus VAT and to accept Mr Moore's offer of installing the signs once his wall had been renovated.

Barbeques

Resolved: to purchase one metal bin for the disposal of single use barbeques at the cost of £264 plus VAT from Glasdon.

Slabs removed from wall at tennis court:

It was noted that the repair work was in hand.

Vandalism reported by NorWest Bowls:

The report of vandalism was noted.

22. RECREATION GROUND – WESTHILL

There were no items to discuss at Westhill

23. WESTHILL CLUB FACILITIES FOR FOOTBALL

Feedback on this item had been give at Parish Council on 8th June.

24. DOG MESS AT RECREATION GROUNDS

The clerk reported on a meeting with the dog warden. Signs have been erected advising that the dog warden patrols the area.

25. BIO DIVERSITY NET GAIN/SOMER VALLEY

Resolved: to attend a meeting between Karen Renshaw and the Waterside Valley Working Group

26. B&NES TREE AND WOODLAND DELIVERY PLAN AND ETHOS

Resolved: to establish whether this funding would be available to purchase trees to replace the Ash Trees at Norton Hill that have to be removed.

27. NEW GOVERNMENT FUNDING TO INVEST IN SKILLS, LOCAL BUSINESS, COMMUNITY AND PLACE

It was noted that the deadline had passed to apply for this funding.

Minutes subject to approval at the next meeting.

Signed **Dated**

Westfield Parish Council

28. WESTFIELD IN BLOOM

Cllr Jackson reported that she had several people interested in helping to prepare Westfield in Bloom for entry in March next year. She would start meeting them when restrictions allowed.

To resolve that, under Section 100A(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information falling within those paragraphs indicated in Part 1 of Schedule 12A of the Local Government Act 1972, as amended.

29. LEGIONELLA AND WATER SAMPLING QUOTES

Resolved: to delegate authority to the Clerk to consult Greensward regarding collecting the water samples and picking an appropriate testing agency.

30. CCTV AT NORTON HILL

Resolved: to accept the quote from Apex Alarms for a new unit at the cost of £358 plus VAT.

The meeting closed at 9:40am

Minutes subject to approval at the next meeting.

Signed **Dated**

Westfield Parish Council Planning Applications – JULY 2021

Date Rec'd	App No	Applicant	Location	Case Officer	Proposal	Response By
16.06.21	21/01871/FUL	Mr Clive Curtis	Street Record, Linden Close	Angus Harris	Change of use of grass behind garages to parking spaces	13 th July
18.06.21	21/02585/FUL	Mr Kevin Tabb	28 Birch Road	Robert Warren	Erection of wooden gazebo in rear garden (retrospective)	13 th July
22.06.21	21/02891/FUL	Bridges Ltd	Dickies, Second Avenue	Emma Watts	Change of use from historic permission for factory/warehouse with ancillary offices to B2 and B8 uses with ancillary offices	13 th July
30.06.21	21/03067/TCA	Mr Tim Hill	23 Wells Square	Jane Brewer	Tree 1 - Acer Pseudoplatanus/Sycamore - fell and stump kill. Tree 2 - Prunus spp/Spring Flowering Cherry - fell to below ground level, repair the hole left by the tree and grass over.	21st July
02.07.21	21/02473/TCA	Radstock 1st Scout Group	Scout Hall, Wells Road	Jane Brewer	Sycamore (T43287) - fell; Ash (T828) - fell; Cypress (T885) - remove branch that has become detached from canopy; G5 - fell Ash and coppice old Sycamore stump; G4 - fell 2No. Sycamore, Alder and Ivy covered stem; G6 - thin by 30%	23rd July

Indicates application received since agenda printed

Westfield Parish Council Planning Decisions – JULY 2021

Date Rec'd	App No	Applicant	Location	Case Officer	Proposal	BANES Decision
15.06.21	21/02041/FUL	Mr and Mrs S Wake	45 Wells Road	Angus Harris	Erection of single storey extension to the front elevation and two storey rear extension following demolition of single storey rear extension	PERMIT

Indicates decision received since agenda printed

Parish Clerk

From: Mary Harston <mary.harston@talktalk.net>
Sent: 21 June 2021 17:50
To: 'Parish Clerk'
Subject: RE: Norwest Bowls

Thanks Lesley

Our working party did cut back one of the trees this morning, as one of the branches had snapped in two, think it must have happened sometime Friday evening or over the weekend that being the last time we were down at the club and hadn't noticed anything then. Our working party have been repairing/painting our changing rooms and I happened to mention to them, this morning, that the trees on the other side of the fence are almost touching our roof, any chance your contractors could look at them at the same time to see if they could be trimmed back?

Thanks for letting the Committee know of people on the roof – is there nothing that can be done to deter people getting on to the roof – the council has rejected barbed wire and non-slip paint on the walls, the latter being no good now as the solution the council came up with only gives people a helping hand to get onto the roof – he even said in trainers he could walk along the fencing. We asked for the extra height in the fencing to be put on top of the existing fencing-making it higher, with no foothold, not attached to it – which is what your contractor did.

From: Parish Clerk [mailto:parishclerk@westfieldparishcouncil.co.uk]
Sent: 21 June 2021 10:21
To: 'Mary Harston'
Subject: RE: Norwest Bowls

Thank you for this Mary. I had a look at the roadway and it looks as if most of the trees (apart from the one at the entrance) are on the Parish Council's side of the fence, so I have asked our contractors for a quote to cut back and will take it to Committee in July.

I am sorry to hear that people are getting up on to the roof still, I shall let the Committee know this also..

Best wishes,

Lesley

Lesley Close FSLCC
Parish Clerk

Westfield Parish Council
The Oval Office
Cobblers Way
Westfield
BA3 3BX

Tel: 01761 410669
Email: ParishClerk@westfieldparishcouncil.co.uk

Parish Clerk

From: [REDACTED] <mary.henston@talktalk.net>
Sent: 24 June 2021 20:03
To: 'Lesley Welch'
Subject: Norwest Bowls Club

I am absolutely fuming – if I was a dragon I would be breathing fire!! This evening, around 7 pm, I popped down to the Bowling Club and what do I see but 5 teenagers sitting on our roof- 2 girls and 3 boys. This is the 2nd time in as many weeks and I will be down at the police station tomorrow to inform them yet again. Unfortunately I hadn't thought to ring 999 before challenging them I was that mad.

What, if anything, is the Parish Council – whose premises are supposed to be in their care - going to do about it? The teenagers couldn't seem to think they were doing anything wrong even when I pointed out they have a whole park to play in why do they have to climb on the roof.

I will be interested to hear what the council have to say/do about it – my thoughts are - nothing as usual.

Our members work hard to look after the premises and spend several thousands of pounds every year keeping the club house, out buildings and green up together and we are very proud of that fact but we get no support from our "landlord", in trying to solve problems like this or of throwing stone and rubbish on to the green. As I've been told before none of your cameras cover the bowling green – is it not time the council gave us some cameras as well?

As this is the second time in as many weeks I will ask the working party to check no damage has been done to the roof when they meet on Monday.

Mary

Parish Clerk

From: [REDACTED] <[REDACTED]@[REDACTED]>
Sent: 24 June 2021 07:26
To: council@westfieldparishcouncil.co.uk
Subject: Norton Hill Recreation Ground

Hello,
I am a local resident of St Peters Road and myself and a few neighbours are interested in looking into the possibility of running some kind of community cafe from the premises on the Norton Hill recreation field.
There is a building there with a kitchen which I believe belongs to the council and football teams use it for changing purposes but other than that it stays shut?
Would it be possible to either speak to the correct person regarding this building and it's use or meet at all?
We very much just want to build on the community feeling and offer simple drinks or snacks to those people using the field for play / recreation etc .

My e mail is

[REDACTED]@yahoo.com or mobile is

[REDACTED]
Kind regards

Rachael Liddiard

[REDACTED]

Sent from my iPhone

Sent from my iPhone

Impact on football teams of the lack of changing room facilities at Westhill Recreation Ground

The provision of changing room facilities at Westhill Recreation Ground has always been an issue for teams, mainly complaints from visiting teams. During the current season (which has just ended) with restrictions on the use of facilities the lack of changing rooms anyway the lack of facilities was accepted by the teams. However, going forward the current teams are not keen to commit to a pitch that has a permanent lack of facilities, plus, it is a requirement of the league that facilities are available. So, looking ahead we would be very restricted in our ability to hire out an excellent football pitch if there were no facilities available.

We have two adult and one youth team confirmed for next season (facilities permitting), which is full capacity (advice from Greensward). We also have two adult teams looking for a pitch who would love to book if any of the current teams drop out.

At Norton Hill pitch we are at full capacity so are not able to offer this pitch to any of the Westhill teams.

Annual Key Review

1. Westhill

Beech Terrace to field key – padlock is corroded and another organisation has added their padlock, but we do not have the key. I have consulted Greensward on this. If they do not have the key then I'll get a new padlock fitted.



Road to car park – the wooden bollard and the padlock which holds the gate open are corroded. These items are in place permanently. Perhaps leave as they are until such time there is a need to close the gate.

All other keys were working, with spares in the office.

2. Norton Hill

The padlock to access the area behind the pavilion from the disabled parking spaces is corroded and so tightly wedged against the fence that it is practically impossible to remove. There is full access from the other side, so will discuss with Charlie Moore the need to simply make this area secure.



All other keys were working, with spares in the office.

Parish Clerk

From: [REDACTED]
Sent: 18 June 2021 16:07
To: council@westfieldparishcouncil.co.uk
Subject: Miner's Trail

Dear Sirs

I have just returned home from what should have been a leisurely walk along the above trail. All was fine until I got to behind Messina, here the footpath vanished!
After spending some time trying to find it , I eventually ended up on First Avenue following the Waterside Valley Trail. Thanks to two kind gentlemen who pointed me in the right direction I entered a wood where there were two gates with the green arrows on. As I had then been out for nearly two hours my daughter had already rung me to check I was Ok so I was unable to take the left path to see where it would come out. I followed the green trail until the footbridge where, not seeing any direction sign I went round in a circle before coming back to cross the bridge. The arrow is not visible from that side of the bridge it can only be seen when you are at the other side.

My leisurely walk ended up taking two and a half hours with 5.1 miles walked, not what this 70year old lady was expecting. May I suggest that somebody urgently checks that trail and new signs are put up.

[REDACTED]

To consider the allocation of Waterside Valley to B&NES' list of sites that could be offered to meet the new requirement of 10% Biodiversity Net Gain on developments

The new Environment Bill requires a 10% net gain in biodiversity on all developments (only extensions to existing homes exempt). The bill includes a specific metric on how the biodiversity is to be measured before and after development. This metric defines the value of a site in terms of Biodiversity Units.

In practice, it is envisaged that most developers will be able to achieve this within the site for development. However, for those sites on which this is not achievable, developers will be required to find alternative sites, as close as possible to the development, on which to achieve the 10% net gain. In addition, the developer will be required to provide management of this "in perpetuity" (currently set at 30 years). For this latter option developers will look to work with local landowners to achieve this and B&NES is keen to have a list of possible sites already identified that could assist in this. Land so used would need to be shown on a public register of Biodiversity Net Gain sites.

Although there will be a 2-year lead-in on the new requirement nationally, B&NES are progressing an advanced policy - a result of the declaration of a climate & ecological emergency and coupled with the Local Plan Partial Update. B&NES are also updating the Infrastructure Development Plan (IDP) and would like to list potential sites to which developers could look to contribute on biodiversity management if there was no way to do this within the development site itself. As soon as the updated Local Plan is in place the new requirements will come into force in B&NES.

Things to consider along the way include whether the site (or sections of it) could be improved from the current baseline condition to deliver an uplift in Biodiversity Units. These would then be available to "sell" to a developer to help achieve their 10% net gain requirements. One way to investigate this would be to undertake a baseline survey, and to assess the habitat creation or restoration potential of the site in line with other community uses. This is something that could be undertaken at the same time as doing an environmental survey and it is possible that funding will become available for undertaking this.

At this stage, the Parish Council is asked to decide whether to add the Waterside Valley to the list of possible sites for biodiversity enhancement. Addition to the list does not commit the Council to working with developers in the future but simply to having the sites available for discussion should the need arise. Surveys etc could be undertaken in due course. As the Local Plan Partial update, including the IDP and list of sites, is going out to consultation in August a decision as soon as possible would be beneficial.



The Queen's
Platinum Jubilee
Beacons



2nd June 2022

Further to the announcement from Buckingham Palace on 2nd June 2021, regarding the Platinum Jubilee Weekend of 2nd - 5th June next year, of which The Queen's Platinum Jubilee Beacons is part, I have pleasure in sending you the first edition of the Guide To Taking Part. The beacon lighting event will take place throughout the United Kingdom, Channel Islands, Isle of Man, UK Overseas Territories and for the first time, in each of the capital cities of the Commonwealth countries on the 2nd June next year.

Pages 11, 12, 13 and 14 show the various types of beacons to be used for this historic occasion that can be lit in farmers fields, on country estates, on the top of high hills, around our shorelines on cliff tops and on beaches, with gas fuelled beacons on church towers and castle battlements and permanent beacon braziers made and lit by craftsmen and women in the centre of town and village greens, providing a lasting reminder of this historic moment in the history of The Queen's reign.

Those wanting to take part are being asked to go to page 10, and provide us with the information requested in Step 1, enabling us to include them in the monthly guide updates over the next eleven months, as well as entering them in the special leather-bound book being presented to The Queen after the Jubilee Weekend, along with being able to send them further information in due course. The guide can also be viewed and downloaded from www.queensjubileebeacons.com.

Many of those receiving this communication will already have permanent beacons in place, so please light them for this occasion.

From pages 16 - 27 you will see those, to date, that have already agreed to take part around the UK and the Commonwealth. These lists and pages in the guide will be added to over the next eleven months as more communities etc, join the project.

From the guide, you will see that we are involving town criers undertaking the Proclamation at **1pm** announcing the lighting of the beacons that evening and pipers playing *Diu Regnare* at **9.09pm**, before the beacons are lit at **9.15pm**.

With this in mind, you may wish to consider sourcing a local piper to play this tune at your beacon location before you light your beacon at **9.15pm**. If this is the case, please register your piper in a similar way to your beacon by no later than **1st June** next year.

This could well be the last chain of beacons lit during The Queen's reign, so we want to make it the largest and most dramatic the world has ever seen. We do hope therefore, that you will help us achieve this by taking part in lighting a beacon at **9.15pm** on 2nd June next year.

My warmest regards,

Bruno Peek

Bruno Peek LVO OBE OPR
Pageantmaster
The Queen's Platinum Jubilee Beacons

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ROYAL COMMUNICATIONS

Wednesday 2nd June 2021

The Queen's Platinum Jubilee Central Weekend 2022

In 2022, Her Majesty The Queen will become the first British Monarch to celebrate a Platinum Jubilee, seventy years of service, having acceded to the throne on 6th February 1952 when Her Majesty was 25 years old.

There will be year-long Platinum Jubilee celebrations throughout the United Kingdom, the Commonwealth and around the world as communities and people come together to celebrate The Queen's historic reign. Throughout the year, Her Majesty and members of the Royal Family will travel around the country to undertake a variety of engagements to mark this historic occasion culminating with the focal point of the Platinum Jubilee Weekend in June - one year from today.

An extended bank holiday, from Thursday 2nd to Sunday 5th June, will provide an opportunity for communities and people throughout the United Kingdom to come together to celebrate the historic milestone. Across the four days the celebrations will include public events and community activities, as well as national moments of reflections on The Queen's 70 years of service.

Thursday 2nd June

The Queen's Birthday Parade (Trooping the Colour): Over 1,400 parading soldiers, 200 horses and 400 musicians will come together in the traditional Parade to mark The Queen's official birthday, usually held on the second Saturday in June.

Beginning at Buckingham Palace, the Parade will move down The Mall to Horse Guard's Parade, joined by Members of the Royal Family on horseback and in carriages. The Parade will close with the traditional RAF fly-past, watched by The Queen and Members of the Royal Family from the Buckingham Palace balcony.

Platinum Jubilee Beacons: The United Kingdom's long tradition of celebrating Royal Jubilees, Weddings and Coronations with the lighting of beacons will be continued to mark

the Platinum Jubilee. Beacons will be lit throughout the United Kingdom, Channel Islands, Isle of Man and UK Overseas Territories.

For the first time, beacons will also be lit in each of the capital cities of the Commonwealth countries to celebrate The Queen's Platinum Jubilee.

Friday 3rd June

Service of Thanksgiving: A Service of Thanksgiving for The Queen's reign will be held at St Paul's Cathedral. Further events will be announced in due course.

Saturday 4th June

The Derby at Epsom Downs: Her Majesty The Queen, accompanied by Members of the Royal Family, will attend the Derby at Epsom Downs.

Platinum Party at the Palace: The BBC will stage and broadcast a special live concert from Buckingham Palace that will bring together some of the world's biggest entertainment stars to celebrate the most significant and joyous moments from The Queen's seven decade reign. Members of the public will be invited to apply to attend this special event and details of the ballot for UK residents to secure audience tickets will be released in due course.

Sunday 5th June

The Big Jubilee Lunch: Every year since the idea began in 2009 The Big Lunch has encouraged communities to celebrate their connections and get to know each other a little bit better, coming together in a spirit of fun and friendship. In 2022 The Big Lunch will bring the Jubilee celebrations into the heart of every community.

People are invited to share friendship, food and fun with neighbours as part of the Platinum Jubilee celebrations. A Big Jubilee Lunch can be big or small - street party or picnic, tea and cake or a garden barbeque. The Big Lunch provides tips and ideas for hosting an event.

The Platinum Jubilee Pageant: A pageant featuring over 5,000 people from across the United Kingdom and the Commonwealth will take place against the backdrop of Buckingham Palace and the surrounding streets. It will combine street arts, theatre, music, circus, carnival and costume and celebrate the service of Her Majesty's reign, as well as honouring the collective service of people and communities across the country.

Further announcements:

Later this month details of a special Jubilee emblem competition, in conjunction with the Victoria and Albert Museum, the Design Museum and the Royal College of Arts, will be released. The winning entry will become the official emblem for the celebrations next year.

More information on the details of the central weekend and other celebratory events across the UK and around the Commonwealth will be made in the months to come.

For further information please contact:

Hannah Howard, Royal Communications, hannah.howard@royal.co.uk 020 7024 5832