

## WESTFIELD PARISH COUNCIL

Minutes of the Meeting of the Council held remotely on Zoom on  
Monday 6th July 2020 commencing at 7.00pm

- Present:** Chair: Cllr G Fuller;  
Cllrs D Cooper, J Honess, R Hopkins, L Mansell, B Wallbridge  
and P Williams
- Absent:** Cllrs V Cox, E Jackson, R Moss and P Wilkinson
- Attending:** Lesley Close, Clerk and Tracey Stephens, Admin Assistant

### 32. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Jackson and Moss.

### 33. DECLARATIONS OF INTEREST AND DISPENSATIONS

There were no declarations of interest.

### 34. MINUTES OF THE PARISH COUNCIL MEETING – 1st June 2020

**Resolved:** The minutes of 1st June 2020 were agreed as a correct record.

### 35. COMMITTEE REPORTS

#### (a) Environment and Development Committee – 8th June 2020

**Resolved:** That the minutes of the Environment and Development Committee meeting held on 8th June be noted.

#### (b) Finance and Personnel Committee – 17th June 2020

An amendment was made to item 28 to read “to continue to consider other and alternative office space and storage”

**Resolved:** That the minutes of the Finance and Personnel Committee meeting held on 17th June be noted.

Minutes are draft until agreed at the next meeting.

Signed ..... Dated .....

**Westfield Parish Council**

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

- Installation of gym equipment at Westhill - Wicksteed

**Resolved:** to approve payment of £26,246.09

- Installation of fitness track at Westhill - Northavon

**Resolved:** to ratify interim payment of £30,000 to Northavon as agreed at F&P

**37. REPORT OF THE CLIMATE EMERGENCY WORKING GROUP**

There was no report as no meeting had been held

**38. REPORT OF THE GREEN AND OPEN SPACES WORKING GROUP**

Cllr Hopkins reported that conversations were ongoing regarding a nature trail footpath between Westfield and Midsomer Norton.

**39. TO NOTE THE INTERNAL AUDIT REPORT 2019/20**

The Internal Audit Report was received.

**40. TO AGREE THE ANNUAL GOVERNANCE STATEMENT 2019/20**

**Resolved:** to agree the Annual Governance Statement 2019/20

**41a. TO CONSIDER THE ACCOUNTING STATEMENTS 2019/20 BY THE PARISH COUNCIL AS A WHOLE, AS RECOMMENDED BY THE F&P COMMITTEE**

**Resolved:** to agree the accounting statements 2019/20 as recommended by the F&P Committee

**41b. TO APPROVE THE ACCOUNTING STATEMENTS BY RESOLUTION**

**Resolved:** unanimously to approve the accounting statements

**41c. TO ENSURE THE ACCOUNTING STATEMENTS ARE SIGNED AND DATED BY THE PERSON PRESIDING AT THE MEETING AT WHICH THAT APPROVAL IS GIVEN**

**Resolved:** Cllr Fuller to sign the statements at the earliest opportunity.

**42. REQUEST TO HOLD THE FUN FAIR AT NORTON HILL RECREATION GROUND**

Minutes are draft until agreed at the next meeting.

Signed ..... Dated .....

## Westfield Parish Council

The request from the Funfair organisers was considered. It was felt that the situation was impossible to predict and that liability would fall on the Parish Council in the case of any issues. Also, the football posts will be going back up in August ready for training.

**Resolved:** unanimously that the Funfair should not take place this year at Norton Hill Recreation Ground.

### 43. OUTSIDE BODIES REPORTS

**Mardons** - Cllr Cooper reported that Mardons recommenced trading on Saturday and that it had been a success with people observing the guidelines for social distancing.

### 44. CREATING COMMUNITY IDENTITY

Discussion was held regarding the Westfield Warbler. There had been no edition in May due to Coronavirus. Therefore it was suggested that the August edition should be a double size edition containing a Westfield business directory to help promote them. The cost would be higher, but Cllr Moss had offered Ward Councillors' Initiative money to the value of £1375 and the edition wouldn't take the Council over budget. Assistance had also been requested from the Big Local which the Parish Council was waiting to hear about.

**Resolved:** (1) to agree the double edition of the Westfield Warbler  
(2) to request that the details of the businesses be kept by the Parish Council in order to keep a directory of local initiatives.

### 45. CHAIRMAN'S REPORT

Cllr Fuller reported that the work on the Fitness Track at Westhill was now completed and that the Fitness Equipment should be in place by October. Once the project is completed he will be walking around to check it with the contractors and invited Councillors to join them when it happens. He has already received a lot of positive feedback.

A letter had been sent to the resident responsible for the cracked wall and that person had started work on it, addressing the safety issues.

He offered praise to all for the way that the Parish Council had been conducting its business through this lockdown.

### 46. B&NES COUNCILLORS' REPORTS

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Signed ..... Dated .....

**Westfield Parish Council**

There were no B&NES Councillors present, so no report available.

The meeting closed at 7:33pm

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Signed ..... Dated .....