

Westfield Parish Council



The Oval Office, St Peter's Business Park
Westfield, BA3 3BX
Phone: 01761 410669
Email: council@westfieldparishcouncil.co.uk

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

Established 2011

All Council Meetings are open to the Public and Press

4th January 2022

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 11th January 2022 at 9.30am in the Car Park, Oval Office, Cobblers Way, Westfield.**

This is preceded with a consultation meeting for Councillors and the public on Zoom on **Monday 10th January 2022 at 7pm on Zoom.**

Join Zoom Meeting

<https://us06web.zoom.us/j/96768631321?pwd=VzZKVVBRMEFLdnV0eUF3SmRXNVpQZz09>

Or by phone: 0203 481 5240

Meeting ID: 967 6863 1321

Passcode: 572276

The meeting will consider the items set out below.

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 16th December 2021 (**Pages 1-4**)
4. **Planning applications for consideration**
There are no planning applications for consideration at the time of preparation of this agenda.
5. **Planning decisions (Page 5)**
6. **Submission of the B&NES Local Plan Partial Update (Page 6)**
7. **Recreation Ground – Norton Hill**

Update on sensor lighting at the Pavilion (**Pages 7-8**)
8. **Recreation Ground – Westhill**
9. **Mobile CCTV (Pages 9-10)**
10. **Sponsoring of a truck planter by the British Legion (Cllr Williams)**
11. **Request for a planter at Shakespeare Road (Cllr Jackson)**

Part 2 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.

12. **Waterside Valley (Page 11)**

Westfield Parish Council

Minutes of the Environment and Development Committee Meeting held in the car park of the Oval Office, Cobblers Way, Westfield on 16th December 2021 commencing at 10:30am.

Present: Cllrs Ron Hopkins, Eleanor Jackson and Pat Williams

Attending: Lesley Close, Clerk

Cllr Jackson proposed and was seconded by Cllr Hopkins that all the decisions recorded below at the consultation meeting on Zoom on Monday 13th evening be agreed. This was agreed unanimously.

Decisions made at the Zoom meeting held at 7pm on Monday 13th December 2021:

Present: Cllrs Bryan Wallbridge (Chair), Geoff Fuller, James Honess, Ron Hopkins, Eleanor Jackson,

Absent: Cllrs Diana Cooper, Steve Pritchard and Pat Williams.

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

87. Apologies for absence and to consider the reasons given

Apologies were received from Cllrs Cooper and Pritchard and accepted.

88. Declarations of interest and dispensation

There were no declarations of interest.

89. Minutes of the last meeting

The minutes of the last meeting held on 9th November 2021 were agreed as a true record and would be signed by the Chair.

90. Planning applications for consideration

There were no objections to the following application:

21/05045/FUL	19 Fosseway Gardens	Erection of a single storey rear extension
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21/05150/FUL – 13 St Peter's Road – Erection of dwelling

The committee objected to this application on the grounds that:

Minutes subject to approval at the next meeting.

Signed **Dated**

Westfield Parish Council

- It was not in keeping with the street scene.
- It is overlooking and significantly overshadows the neighbouring property, meaning loss of residential amenity for the neighbour.
- It does not comply with Policy 1 of the Westfield Neighbourhood Plan in that it does not reflect the character of the surrounding area and protect the amenity of neighbours. It does not reinforce the uniformity of the street by reflecting the scale, mass, height and form of its neighbours.

91. Planning application outside the Parish boundary at Beauchamps Drive.

The Committee objected to this application on the grounds that it would severely overload the infrastructure of Westfield – roads, doctors, dentists and schools and that it was an urban encroachment of housing onto open countryside and would be damaging to the environment. The impact on bio diversity, including swifts and hedgehogs had been highlighted by a local resident.

92. Planning Decisions

The Planning decisions were noted.

93. WECA consultation on the A367

The consultation was discussed

Resolved: to ask WECA for a full professional survey on the whole of the A367, taking into account access for public transport, commercial transport, cyclists and pedestrians and safety of crossings, particularly the crossing close to the industrial estate. Further, pages 71 and 72 of the Westfield Neighbourhood Plan outline the very many public comments and concern about safety issues on the A367.

94. Request for a lights crossing at the Pedestrian crossing where the trading estate meets the A367

This was discussed within minute 93.

95. Recreation Ground – Norton Hill

An email had been received from a resident advising that the lights had been left on in the pavilion on several occasions.

Resolved: to investigate the cost of sensor lighting.

The same email requested that something was done about footballs being kicked around on the tennis court and often going over the fence into private gardens. It was noted that there are signs barring the use of the courts for anything other than tennis.

Minutes subject to approval at the next meeting.

Signed **Dated**

Westfield Parish Council

Resolved: to improve the signage at both entrances to the court.

The results from the legionella audit had been circulated. Recommendations from the survey were:

- The first relates to having a policy of WRAS approved materials in the site water system only.
- The second recommends we change the flexible pipework in the accessible toilet to rigid pipework, in line with the rest of the building.
- And finally, the third recommendation ask that pipework be adequately insulated. I had thought it already was, but when we arrange the work to the accessible toilet we can ask that the contractor looks at all pipework insulation at the same time and brings it all up to standard.

Resolved: to accept the results from the survey, adopt a policy of WRAS approved materials only and obtain quotes for the work.

96. Recreation Ground - Westhill

Resolved: to commission Harris and Harris to undertake the legal work in respect of the lease of Westhill Club.

Resolved: to accept the quote from Greensward of £797 for junior goalposts

An email had been received from a user of the recreation ground regarding dogs often being out of control on the site. A discussion was held around the possibility of having a dog enclosure.

Resolved: the Clerk to investigate by contacting the Clerk at Peasedown St John for information on their enclosure.

97. Trees on unadopted land

The tree report was noted.

Resolved: to get a quote for the work suggested and build it into the budget next year.

98. Westfield Heritage Trails

It was noted that one of the trails had changed slightly and that the waymarker signs needed updating.

Resolved: Cllr Honess to walk the trail with waymarker signs, replacing those that had changed.

99. Waterside Valley Risk Assessment

Resolved: to accept the quote from RoSPA for £450 plus VAT for a full inspection.

Minutes subject to approval at the next meeting.

Signed **Dated**

Westfield Parish Council

It was noted that the stakeholders meeting had been cancelled due to the upsurge in covid cases in the area. Discussion was held around whether to have a stakeholders' meeting on Zoom or wait until we were able to do it face to face.

Resolved: (1) to wait until it was possible to meet face to face for the stakeholders meeting. This would push the Management Plan back for a few months, but it was felt that it was important to engage with people who had offered help.

(2) to keep all interested parties informed of the delays.

100. Mobile CCTV and Mosquito device

It was noted that the Clerk was meeting with PC Mark Graham at Norton Hill tomorrow to discuss the best position for the mobile CCTV.

101. Update on Westfield in Bloom

Cllr Jackson gave an update on Westfield in Bloom and It's Your Neighbourhood. There had been an initial meeting that was well attended, which will be followed by a more formal meeting to appoint officers.

102. Events

Christmas Lights Switch on

It was noted that the Christmas lights switch on had been very successful and feedback was excellent.

Youth Basketball

A resident had contacted Cllr Fuller regarding setting up a youth basketball club in Westfield, comprising predominantly Westfield young people, asking for a location to meet.

Resolved: Cllr Fuller to meet with Prattens to investigate the use of their hall.

Tree Planting

An email from a local resident suggesting locations for community tree planting was received and was being investigated via contact with Mark Cassidy of B&NES.

The meeting closed at 8:18pm.

Minutes subject to approval at the next meeting.

Signed Dated

Westfield Parish Council Planning Decisions – FEBRUARY 2022

Date Rec'd	App No	Applicant	Location	Case Officer	Proposal	BANES Decision
24/12/2021	21/05045/FUL	Mr and Mrs Smith	19 Fosseway Gardens	Pippa Brown	Erection of single storey rear extension	PERMIT

Indicates decision received since agenda printed

Parish Clerk

From: Planning Policy <Planning_Policy@bathnes.gov.uk>
Sent: 22 December 2021 17:37
To: All Parish Contacts
Subject: Bath and North East Somerset Local Plan Partial Update submitted for examination

Dear Sir/Madam.

Submission of the Bath & North East Somerset Local Plan Partial Update.

The Local Plan Partial Update (LPPU) was submitted to the Secretary of State on 17th December 2021. The LPPU will now be examined for its compliance with statutory requirements and on its soundness by an independent Inspector appointed by the Planning Inspectorate. In undertaking this task the Inspector will have particular regard to the representations made on the Draft LPPU consultation document.

Details of the examination and supporting document will be available to view from the Council's website: <https://www.bathnes.gov.uk/lppuexamination>
Further details will be added to this page in due course.

Appointment of Planning Inspector

A Planning Inspector will be appointed shortly by the Planning Inspectorate, the appointed Inspector will undertake an independent examination into the soundness of Bath and North East Somerset's Local Plan Partial Update (the Plan).

The Programme Officer

The Programme Officer, Ian Kemp, will act as the contact for any person who has an interest in the Examination and as a liaison between the Inspector, Council and Representors.

He is an independent Officer of the Examination and works on behalf of the Inspector to organise and manage the administrative and procedural elements of the Examination process. Mr Kemp will be contacting all those who submitted representations on the Regulation 19 Draft LPPU with details of the Examination process in due course. His contact details are also available on our website via the link above.

If you have any queries, please contact planning_policy@bathnes.gov.uk or call 01225 39 40 41 (Option 6).

Regards,

Regards
Richard Daone
Deputy Head of Planning (Policy)
Bath & North East Somerset Council
Planning_policy@bathnes.gov.uk

As part of the planning process we collect and publish personal information, please see our corporate privacy notice: www.bathnes.gov.uk/council-privacy-notice.

www.bathnes.gov.uk
www.twitter.com/bathnes

Parish Clerk

From: Tracey Stephens
Sent: 22 December 2021 12:20
To: tony
Cc: Parish Clerk; Finance Officer
Subject: RE: Norton Hill Pavilion

Hello Tony

Thank you for looking into that.

Good idea to meet in the New Year. Let's get in touch when we're back on 4th January and organize a date.

Merry Christmas to you and yours.

Tracey

Tracey Stephens
Admin Assistant

Westfield Parish Council
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Cobbler's Way
Westfield
BA3 3BX

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Twitter: @westfield_pc

Please note my normal working hours are Monday 9 – 4:30, Tuesday 9 – 1:30, Wednesday 12 – 4:30

The views and comments expressed in this email are confidential to the recipients and should not be passed on to others without permission.

From: tony <tony@afdenning.co.uk>
Sent: 22 December 2021 06:55
To: Tracey Stephens <tracey.stephens@westfieldparishcouncil.co.uk>
Subject: RE: Norton Hill Pavilion

Good morning Tracey

I have been to the Pavilion to look at making the lights automatic.

We could fit a time lag switch adjacent to each switch throughout the building. The problem with this is if the lights go out whilst someone is in the changing rooms or showers it could be dangerous as they would be left in the dark

A standard time lag switch can be set for up to 20minutes but this may not be long enough. We could get some that we can programme to longer times but even so the lights could still go out when occupied

We could fit movement detectors beside each light which would be much safer as they can be set to up to 20minute after the last movement is detected, but this would involve quite a lot of detectors and therefore be quite costly.

Perhaps we can meet at the changing rooms in the new year and discuss the best way forward. Please let me know your thoughts

Hope you all have a lovely Christmas and a Happy New Year

Many Thanks

Tony Denning



J.I.B. REG. ECA, PART P
AND ELECSA REGISTERED

From: Tracey Stephens <tracey.stephens@westfieldparishcouncil.co.uk>
Sent: 14 December 2021 12:35
To: tony <tony@afdenning.co.uk>
Cc: Parish Clerk <parishclerk@westfieldparishcouncil.co.uk>; Finance Officer <financeofficer@westfieldparishcouncil.co.uk>
Subject: Norton Hill Pavilion

Hi Tony

At the Environment and Development meeting last night it was agreed to investigate the cost of putting sensor lights in all the rooms in the Pavilion as they keep getting left on.

Would it be possible to provide us with a quote for that please?

We are in the office until Thursday 23rd at 4:30pm if you need the keys to go and have a look.

Many thanks

Tracey

Tracey Stephens
Admin Assistant

Westfield Parish Council
The Oval Office
Cobbler's Way
Westfield
BA3 3BX

Tel: 01761 410669
Email: tracey.stephens@westfieldparishcouncil.co.uk

Mobile CCTV

1. Background

Westfield, Radstock and Midsomer Norton part own a mobile CCTV unit which is shared each year. Over the past months the Parish Council has examined various locations. On 14th December the Clerk met PC Mark Graham at Norton Hill Recreation Ground to discuss the possible location on the youth shelter / play area side of the grounds.

2. Norton Hill Recreation Ground

It was pointed out that Norwest are planning to install CCTV cameras which would cover both the entrance roadway and the youth shelter. Therefore mobile CCTV at this location would duplicate these views.

3. Westhill Recreation Ground

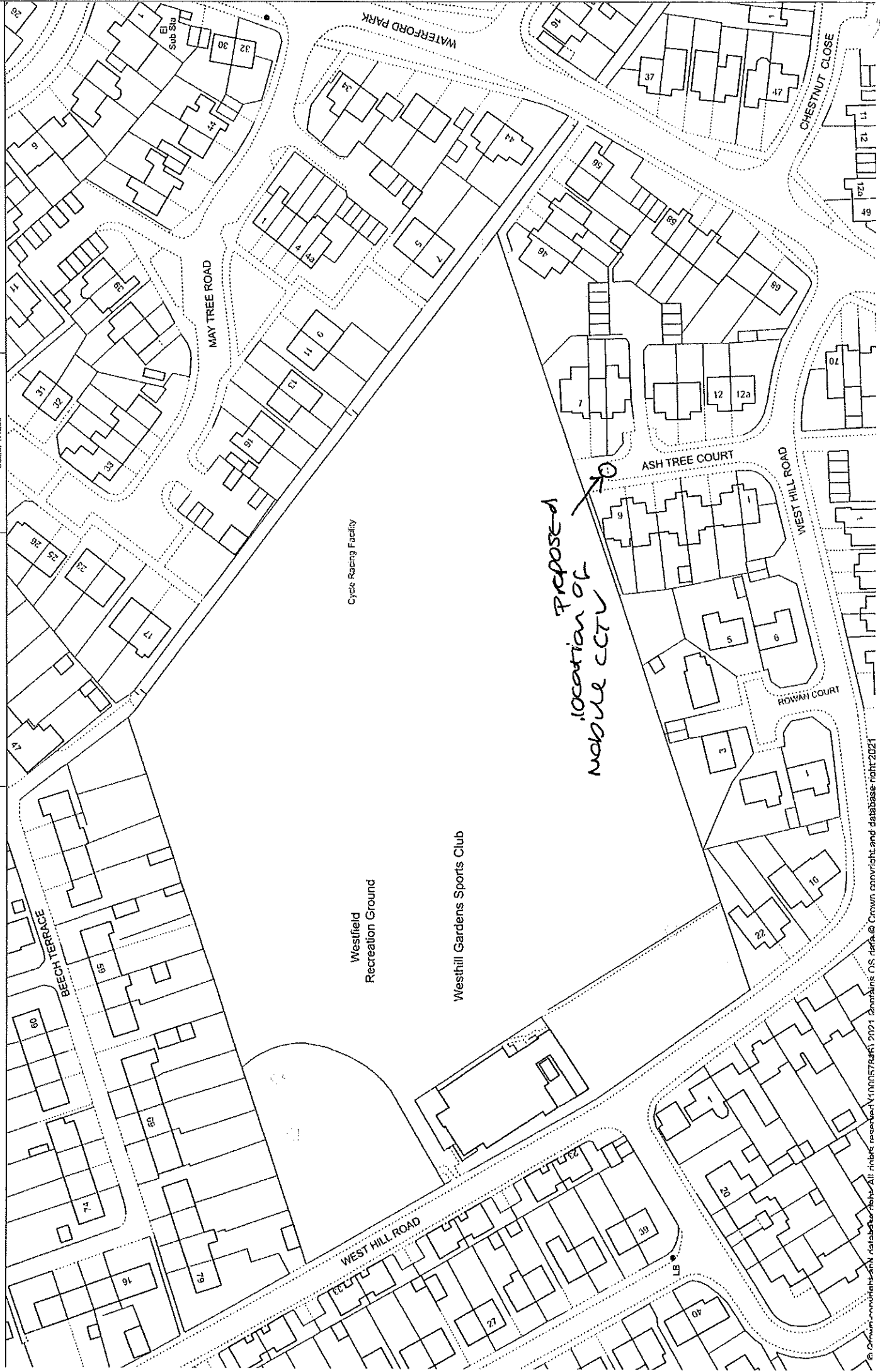
In thinking of other locations in Westfield where mobile CCTV would be of use, it was suggested that the lamppost at the end of Ash Tree Court would give a perfect view of the pickup stick, skate park and lower end of the grounds. This is where people congregate and it would be of benefit. Map attached.

4. Next steps

If the Parish Council is in agreement, I would then contact Western Power for permission and investigate the fixings required and how to go about moving the camera.

Author:

Date: 14/12/2021



*PROPOSED
location of
mobile CCTV*