

WESTFIELD PARISH COUNCIL

Minutes of the Meeting of the Council held at the Oval Office
Monday 6th June 2022 commencing at 7.00pm

Present: Chair: Cllr G Fuller
Cllrs: D Cooper, J Honess, R Hopkins, E Jackson, B Wallbridge,
P Wilkinson and P Williams

Attending: Lesley Close, Clerk; Tracey Stephens, Admin Assistant

Absent: Cllrs: L Mansell and R Moss

25. Apologies for absence and to consider the reasons give

- Apologies for absence were received and accepted from Cllrs Mansell and Moss.
- It was noted that Cllr Pritchard had resigned from the Parish Council and that the notice had been published to invite people to call for an election.

26. Declarations of interest and dispensations

There were no declarations of interest.

27. Minutes of the Parish Council meeting – 3rd May 2022

Resolved: the minutes of 3rd May 2022 were agreed and signed as a correct record.

28. Committee and Working Group reports

(a) Environment and Development Committee – 9th May 2022

Resolved: That the Minutes of the Environment and Development meeting held on 9th May 2022 be noted.

A request had been made for the use of the toilets at Norton Hill Pavilion during a protest with a local company.

Resolved: not to allow access to the toilets as they are a facility for use by hirers of the recreation ground and not a public facility.

(b) Finance and Personnel Committee – 18th May 2022

Minutes are draft until agreed at the next meeting.

Signed Dated

Westfield Parish Council

Resolved: That the Minutes of the Finance and Personnel meeting held on 18th May 2022 be noted. It was noted that Finance and Personnel meetings will be held at 10am instead of 7pm in future.

(c) Waterside Valley Working Group.

The discussion was held in section 2 (confidential).

29. Approval of any items over £5000 and consideration of any virement

There were no items over £5,000

30. Annual review of the Code of Corporate Governance

Resolved: to agree the Code of Corporate Governance as recommended by the Finance and Personnel committee

31. Fixed Asset Register

Resolved: to agree the Fixed Asset register as recommended by the Finance and Personnel committee

32. To receive the Internal Audit Report

It was noted that under the heading 'Overall Conclusion' the statement "...controls could and should be further strengthened to safeguard not only public funds, but individual members of staff"

Resolved: (1) to check the meaning of that statement.
(2) To receive the Internal Audit Report as recommended by the Finance and Personnel Committee

33. Annual Governance Statement 2021-22

Resolved: To agree the assertions into the Annual Governance Statement, as recommended by the Finance and Personnel Committee.

34. To agree the Accounting Statements 2021-22

Resolved: To agree the Accounting Statements 2021/22 as recommended by the Finance and Personnel Committee.

35. To agree the year end accounts

Resolved: To agree the Year end accounts as recommended by the Finance and Personnel Committee.

Minutes are draft until agreed at the next meeting.

Signed Dated

Westfield Parish Council

36. To agree the dates of the period for the exercise of public rights

Resolved: To agree the dates of the period for the exercise of public rights as 13th June 2022 to 22nd July 2022 as recommended by the Finance and Personnel Committee

37. Parish Charter Review

The comments made by the staff on the review were noted and agreed and there was nothing further to add.

Resolved: To send the comments to B&NES.

38. Waterside Valley draft management plan

The draft plan was laid out for Councillors to see before the meeting and points made by Miriam Woolnough were noted.

Resolved: (1) To make enquiries for a local farmer to cut the grass
(2) To agree the draft Plan goes out to public consultation – to add flyers or use the middle pages of the Westfield Warbler for delivery in August inviting people to consultation days/evenings.
(3) To include Youth Connect South West in the consultation process.

39. Fun Fair at Norton Hill Recreation Ground

Feedback was given on the response to the fun fair's visit in May. It was felt that it had been a very successful event, lifting people's spirits after the last two years.

It was noted that there had been an excessive number of posters going up in places that they shouldn't have been, according to the hire regulations. There had been minimal damage to the ground, resulting in the cost of £1,100 for field repair.

The Council thanked the Clerk for the work that she had done on facilitating the event.

Resolved: (1) to return the bond of £1300 in full, requesting that next year's posters read " Sponsored by Westfield Parish Council'
(2) A letter to be sent to the local town and parish councils with an apology for the profusion of posters that had been put up and assuring them that it will be reiterated next year that that cannot happen.
(3) Cllr Jackson to provide a copy of the B&NES regulations regarding posters in conservation areas for the funfair organisers next year.

Minutes are draft until agreed at the next meeting.

Signed Dated

Westfield Parish Council

40. Outside Bodies reports

There were no Outside Bodies reports.

41. Creating Community Identity

There were no items to discuss.

42. Chairman's report

Cllr Fuller said that it was a pleasure to have been voted in as Chair again and he will continue to support Westfield Parish Council.

He noted again the success of the Funfair, bringing people into Westfield from far and wide.

43. Bath and North East Somerset Councillors' reports

Cllr Jackson reported that:

- How excellent the service from the NHS is in emergency situations, from local GPs to the RUH
- She reported that the services of the contractors in our social care facilities are being taken back in-house at B&NES.
- She is continuing to campaign to retain the 82 bus service as WECA are looking to discontinue the service. She said it is heavily used by less able people in the parish.
- Planning –new staff in planning at B&NES started work this week.

Cllr Hopkins raised a question under planning asking why the officers have asked the developers at the Shambles to have a specific type of window, which is prohibitively expensive and has caused the development to come to a stop. Cllr Jackson advised that she is currently negotiating with the officer concerned.

Resolved: to write to Simon de Beer of B&NES Planning to advise that Westfield Parish Council find it unacceptable that a condition is added by an officer at such a late stage that makes the development unviable. That the building will be left as an unfinished eyesore on the edge of Westfield.

Cllr Hopkins raised the issue of speeding on the A367 and the fact that electronic devices in vehicles register the speed limit as 20mph from the Co-op to the Recreation Ground.

Resolved: To write to B&NES pointing out this anomaly.

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

Minutes are draft until agreed at the next meeting.

Signed Dated

Westfield Parish Council

Schedule 12A of the Local Government Act 1972, as amended.

44. Confidential minutes of the Parish Council meeting on 3rd May 2022

Resolved: the confidential minutes of the Parish Council meeting on 3rd May were agreed as a true record.

45. Purchase of land at Waterside Valley

The email from the owner of the land was noted.

Resolved: to respond advising that the previous offer is as much as the Parish Council is prepared to make as it is a true reflection of the value of the land.

46. Protocol for marking the death of a senior national figure

The B&NES Protocol was noted.

Resolved: (1) to purchase 2 x books of condolence.

(2) the flag be put at half mast with floral tributes invited around its base.

The meeting closed at 8:30pm

Minutes are draft until agreed at the next meeting.

Signed Dated