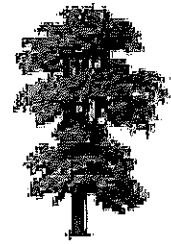


# Westfield Parish Council



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

30<sup>th</sup> November 2022

**TO: (a) All Members of the Environment and Development Committee**  
Cllrs Bryan Wallbridge (Chair), Diana Cooper (Vice Chair), Geoff Fuller, Ron Hopkins, James Honess, Eleanor Jackson, Paul Millard, 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 **Monday 12<sup>th</sup> December 2022 at 7pm at the Board Room, Oval Office, Cobblers Way, Westfield BA3 3BX.**

The meeting will consider the items set out below.

A handwritten signature in black ink, appearing to read 'LJ Close'.

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 15<sup>th</sup> November 2022 (**Pages 1-5**)
4. **Planning applications for consideration (Page 6)**
5. **Planning decisions** – none at the time of sending out the agenda
6. **Recreation Ground – Norton Hill**
  - Quotes for the wetpour around the carousel (concrete surround) – To confirm the contractor and the cost agreed under delegated authority by Cllrs Fuller and Wallbridge.
  - Request for a Memorial Bench – update
7. **Recreation Ground – Westhill**
  - Westhill Club update
8. **CCTV update following the meeting with PC George Simpson**
9. **Proposed addition to the coal truck planters** – to agree the material and colour for the plaque – a sample to be brought to the meeting
10. **Waterside Valley** – verbal update
11. **Defibrillator** – update (**Pages 7-13**)
12. **Events**
  - Feedback on the Christmas Lights Switch On 24<sup>th</sup> November 2022
  - Outside Home Decoration Competition
  - Coronation Event

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. **Tree Survey Quotes**

**Westfield Parish Council**

**Minutes of the Environment and Development Committee Meeting held in the boardroom at the Oval Office, Cobblers Way, Westfield on 15<sup>th</sup> November 2022 commencing at 7pm.**

**Present:** Cllrs Bryan Wallbridge (Chair), Diana Cooper, James Honess, Ron Hopkins, Eleanor Jackson, P Millard and Pat Williams

**Also attending:** Lesley Close, Parish Clerk, Tracey Stephens, Deputy Clerk.

**62. Apologies for absence and to consider the reasons given**

There were no apologies for absence

**63. Declarations of interest and dispensation**

There were no declarations of interest

**64. Minutes of the last meeting**

The minutes of the last meeting held on 10<sup>th</sup> October 2022 were agreed as a true record and signed by the Chair.

**65. Planning applications for consideration**

There were no objections to the following applications:

22/03861/FUL	9 Carpenter's Way	Part conversion of a residential garage to commercial/business/service (Use Class E)
22/04483/TPO	St Peter's Glade	T1 and T2 - Crown lift over access track to 4m. Crown lift 2.5m over lawns. Remove crossing limbs and deadwood within canopy. T4 and T5 - Crown lift 2.5m over lawns. Prune back growth around street light to clear by 1m. Remove basal epicormic. Remove crossing limbs and deadwood within canopy. T6 - Crown lift 2.5m over lawns. Prune back canopy on east and southeast to create 3m clearance from building up to eaves height. Reduce several long lateral branches growing over roof line. Remove basal epicormic. Remove crossing limbs and deadwood within canopy.

**66. Planning Decisions**

The planning decisions were noted.

**Minutes subject to approval at the next meeting.**

**Signed .....** **Dated .....**

Westfield Parish Council

***Application 22/02932/FUL – Demolition of Nos.26 and 28 Orchard Vale and development of 60 new homes with open space, landscaping and all associated infrastructure (Cross boundary application with Mendip)***

Westfield Parish Council had not been consulted on this application, but Councillors felt a comment should be sent to B&NES.

Westfield Parish Council would be grateful if these late comments on the above application might be taken into consideration. Since Westfield is not a statutory consultee in this case, we were not aware of the application. However, there are implications for the parish which we would like to raise.

Whilst this is a cross border planning application, it is recognised that the highways implications will be most severe within B&NES. This is true not just in the immediate vicinity of the application, but also within the wider highways infrastructure. In particular, Westfield Parish Council is concerned about the impact of this application on traffic on the A367. The Parish Council asks that this is examined in detail. The additional 60 houses will place an undue burden on this road which already suffers severe congestion and high levels of air pollution through the Westfield community.

**67. Recreation Ground – Norton Hill**

**Quotes for the gap in wetpour around the carousel**

**Resolved:** (1) To accept the response from GB Sport and Leisure that a more permanent answer may be the best option and to go to tender.

(2) to delegate responsibility to Cllrs Wallbridge and Fuller to authorise ongoing work.

**Household waste** - It was noted that letters had been sent to all properties adjacent to Norton Hill.

**Memorial Bench** – an email had been received from B&NES saying that a resident had asked to locate a memorial bench in one of the recreation grounds.

**Resolved:** to get more information about the person asking for the bench and find out where they want it established.

**68. Recreation Ground - Westhill**

**Westhill Club update** – it was noted that the solicitors had yet to contact each other

**BMX Track**

**Resolved:** to accept the quote for £225 + VAT from Greensward for repair of the bank around the top track.

**Minutes subject to approval at the next meeting.**

**Signed .....** **Dated .....**

**Westfield Parish Council**

**Defibrillators** – an offer had been received from Waterside Carnival Club for more defibrillators in the Parish.

**Resolved:** (1) to suggest to Westhill Club that one could be placed on the car park side of the building.

(2) to establish whether the defibrillator by the Coop on Elm Tree Avenue was reaching the end of its life and to ask Waterside Carnival Club if they would use their funds to replace it.

**69. Mobile CCTV**

The optimum positioning of a new CCTV camera around Jubilee Green was discussed, following a response from PC Mark Graham.

**Resolved:** to discuss with PC George Simpson at the meeting with him on 7<sup>th</sup> December.

**70. Proposed addition to the coal truck planters**

It was noted that there had been no response from Bath College to our request that they create a plaque to commemorate those that lost their lives in the mining disaster of 1839.

**Resolved:** to look for quotes for a plaque to be situated on the Coal Truck planter.

**71. Waterside Valley**

An update was given following the Somer Valley Rediscovered steering group meeting.

**72. Community Engagement and Action Plan**

**Resolved:** to agree the Community Engagement and Action Plan

**Daffodils at Glebelands** – a resident had contacted the Parish Council asking if bulbs could be provided to plant on the green area in Glebelands. Paul Pearce at B&NES had advised that it was a possibility for next year and enquired as to whether trees would be suitable as well. It was noted that a meeting was to be held between the resident, Parish Council and Paul Pearce of B&NES.

**73. Westfield Parish Council Action Plan**

The Action Plan was agreed.

**74. Annual review of the Snow Warden scheme**

**Minutes subject to approval at the next meeting.**

**Signed .....** **Dated .....**

**Westfield Parish Council**

It was noted that there are currently two snow wardens and that an article had been written for the Westfield Warbler to encourage residents to help.

**75. To consider a review of the Westfield Neighbourhood Plan**

**Resolved:** to bring the review of the Westfield Neighbourhood Plan back to Committee in January 2023 following the completion of the B&NES Local Plan update.

**76. Events**

**Christmas Lights Switch On Thursday 24<sup>th</sup> November.**

An update was given on arrangements for the event.

**Christmas trees** – Discussion was held regarding the difficulty of putting up the trees each year and the danger of them falling out of the brackets as the trunks have to be trimmed, making them unstable.

**Resolved:** to seek quotes for artificial trees for next year's display at the shops.

It was advised by the electricians who put up the lights that the living Christmas tree is getting to a height that is becoming unmanageable and that if it continues to get higher a cherry picker will be required to put the lights on each year.

**Resolved:** to keep the tree trimmed to its current height

**Providing hot chocolate at the switch on event**

**Resolved:** to purchase 2 additional flasks for hot chocolate to be provided by Cllr Honess at the event.

**Household outside decorations competition** - the date of 23<sup>rd</sup> December for judging by Cllrs Cooper and Fuller was noted.

**To consider planning for 2023**

**Remembrance 2023**

**Resolved:** Parish Council to liaise with Bridges Electrical on Westfield Industrial Estate who advised us late this year that they have an event on 11<sup>th</sup> November each year.

**Summer event at a Trust Ground**

Discussion was held around doing an event at a Trust Ground for the coronation of the King on 6<sup>th</sup> May 2023.

**Minutes subject to approval at the next meeting.**

**Signed .....** **Dated .....**

**Westfield Parish Council**

**Resolved:** to find some costs for an event and to put on the agenda for the next Parish Council meeting on 5<sup>th</sup> December.

**Awards and Grants presentation event**

**Resolved:** to consider an evening for awarding Britain in Bloom certificates and grants awarded around November next year.

The meeting closed at 7:55 pm

**Minutes subject to approval at the next meeting.**

**Signed .....** **Dated .....**

### Westfield Parish Council Planning Applications -- DECEMBER 2022

Date Rec'd	App No	Applicant	Location	Case Officer	Proposal	Response By
23.11.2022	22/04712/TCA	Robin and Niki Smith	41 Welton Road	Jane Brewer	Conifer (T1 and T2)- Remove. Group 1 (Mixed species screen/hedge)- Remove. Hazel-Coppice.	14.12.2022



Indicates application received since agenda printed



## Parish Clerk

---

**From:** logistics@communityheartbeat.org.uk  
**Sent:** 20 November 2022 15:59  
**To:** Parish Clerk  
**Cc:** Deputy Clerk; Admin Assistant; office@communityheartbeat.org.uk  
**Subject:** RE: Defibrillator at Elm Tree Avenue, Westfield

Dear Lesley

Thank you for your email.

The G3 machine that you have at Elm Tree Avenue was warranted for a period of seven years. They can last much longer than that though and some are still in service after twelve or thirteen years. The only issue can be if you were to fit a new battery at this point which then drained prematurely, as the unit is so far past the warranty period the manufacturer may not replace it for you under warranty. The battery you have in the G3 is not due to expire until 2025 so as long as the unit is still working no need to replace it until then perhaps.

The G5 machine which you have at your other sites is the newer version of the G3.

I have copied in Vickie who would be able to send you details of the different types of machines we offer if you would like.

I hope this is of help.

Kind regards

Debbie

**From:** Parish Clerk <parishclerk@westfieldparishcouncil.co.uk>  
**Sent:** 16 November 2022 12:09  
**To:** logistics@communityheartbeat.org.uk  
**Cc:** Deputy Clerk <deputyclerk@westfieldparishcouncil.co.uk>; Admin Assistant <adminassistant@westfieldparishcouncil.co.uk>  
**Subject:** Defibrillator at Elm Tree Avenue, Westfield

Hi Debbie

I wondered if I might ask your advice please. Our oldest defibrillator in the Parish was installed in 2013 at Elm Tree Avenue. Whilst we replace the battery, pads etc at regular intervals, we wondered if the unit itself has a shelf life and if so how long?

We are aware that the technology of defibrillators has probably moved ahead in the 10 or so years since it was installed. Would it be wise to start looking at replacing it and if so, when should we do so and do you have any advice on its replacement?

Many thanks for your help in this and best wishes,

*Lesley*

Lesley Close  
Parish Clerk  
Westfield Parish Council  
The Oval Office  
Cobblers Way  
Westfield BA3 3BX

01761 410669

The Community Heartbeat Trust (Solutions)  
PO Box 168

Haverhill  
Suffolk  
CB9 1AX  
Tel : 0330 1243067  
Email : office@communityheartbeat.org.uk  
VAT Reg No: 187 5510 82



**The Community HeartBeat Trust**

**QUOTATION**

Page 1

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

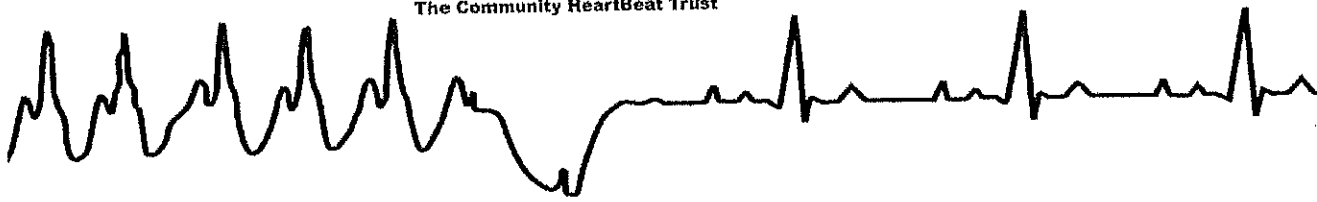
Quotation No	2440
Quotation Date	23/11/2022
Order No	
Account Ref	WES004

**This is not a V.A.T Invoice**

Qty Ordered	Product Code	Description	Unit Price	Net Amount
1.00	AED-MAR003	100905 Lifeline AED Semi-automatic Defibrillator c/w 2 sets of pads OR	950.00	950.00
1.00	G5S-02A-CAR001	G5S-02A Semi Auto Defib + 2 Pads Current delivery 8-12 weeks OR	1,055.00	1,055.00
1.00	DCF-E2310-MAR003	DCF-E2310 Lifeline View Semi Auto & Carry Case c/w 2 sets of pads OR	1,055.00	1,055.00
1.00	ZOLLAED3-ZOL001	Zoll AED 3 Semi Auto Defibrillator c/w 2 sets of Pads	1,495.00	1,495.00
1.00	INCLUDED	Webnos Governance System	0.00	0.00
1.00	INCLUDED2	Post Rescue Counselling	0.00	0.00

Please note prices are subject to VAT at 20%

Carriage £ 25.00



# LIFELINE AED

Life-Saving Technology Within Reach

## The AED that started it all



### Award Winning Design

The Lifeline AEDs include all mission critical features necessary to provide amongst the most advanced treatment for Sudden Cardiac Arrest, yet it is so simple and unthreatening to use that even non-medical personnel can effectively save lives

Available in both Semi and Fully Automatic models, the Lifeline defibrillator uses advanced biphasic technology—including the most studied biphasic shock waveform—and automatically adjusts the shock delivery to the person's individual needs. For first response professionals like police, fire, and EMS, the Lifeline AUTO is standard equipment. For schools, offices, malls, factories, and public places, it's becoming as vital as a fire extinguisher.

### Easy to Use

Simple, clear and straightforward: there are only two-buttons on the unit, a green button to turn the unit on and a red one to shock the patient, if needed. The Lifeline AED: simple and intuitive.

Saving lives, while rewarding, can be stressful. A calm voice leads the user through the rescue, clearly and concisely stating each instruction, one step at a time. Brightly lit progress lights provide clear visual text guidance to reinforce voice instructions.

### Designed for the Real-World

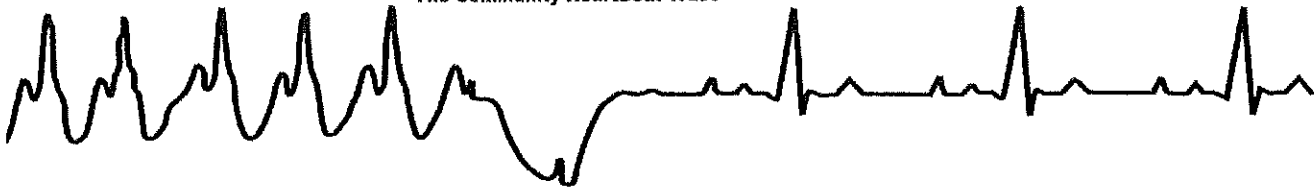
Lightweight, fully integrated design with no lids or moving parts that would confuse or delay a rescue; a roomy handle big enough even for gloved hands, and rubberized surfaces to ensure a sure grip in an emergency. The device exceeds the American Heart Association performance recommendations—giving the user confidence the correct therapy is being delivered.



# defibtech

AED warranty: 8 years





# Powerheart G5 AED

Easy, intuitive operation and user-paced prompts enable first-time rescuers to quickly and confidently use this fully automatic AED in a sudden cardiac arrest emergency.



### The only AED to combine:

- Rescue Ready self check regime
- Fully automatic shock delivery
- Fast shock times
- Variable escalating energy
- Real time CPR Feedback
- Dual-language functionality

### Rigorous self testing

- Daily, weekly, and monthly self-tests (113 in total each month)
- Electronics, medical grade battery, pre-connected electrodes and high voltage circuitry.

### Powerheart G5 Intellisense™ Pads

- The first and only AED pads to test for presence, function and expiration.



**Operations:** Fully automatic and semi-automatic versions

**Therapy range (J):** 95J to 354J (adult)

**Escalating Variable Energy (VE):** 200VE, 200VE, 300VE

**Shock delivery:** Within 10 seconds (typically)

**Post-CPR Voice prompts:** Providing user-paced instruction

**Text screen:** Displays rescue prompts and critical rescue information

**Audible alerts:** Voice prompt, system alert

**Synchronized shock:** Built-in automatic synchronization feature

**Pacemaker pulse detection:** Yes

**Dual language:** Yes, selected languages available

**CPR feedback:** Real-time guidance for CPR rate/depth (optional)  
Metronome for CPR rate

**Visible indicators:** Rescue Ready®, battery, service, and pad status

**AED Warranty:** 8 years

**Pads and CPR Feedback Device Warranty:** 2 years

**Powerheart G5 Intellisense® Battery:** 420 shock capability  
More than a warranty - 4 year replacement operating guarantee

**IP55 rating**

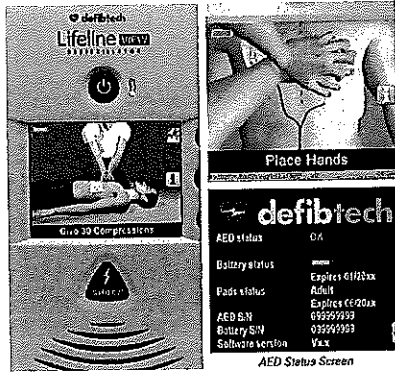


# Product Specification



defibtech

## Lifeline View AED



### Full Colour Video & Audio Instructions

Meet the AED that took ease-of-use to a whole new level. Other AEDs tell you what to do in an emergency. The Lifeline VIEW was the first AED designed for community use and showed you—with video in full-motion colour. With award-winning design, durability and easy maintenance.

### Easy To Maintain

One of the major problems with most AEDs is maintenance. Not with the Lifeline VIEW. The status screen gives you up to the minute information on maintenance if it's required. In addition, proactive reporting monitors the status of the device and its components.



### Self Tests

Automatic daily, weekly and monthly circuitry tests

### Battery Insertion

System integrity test on battery insertion

### Pad Presence

Pads pre-connected tested daily

### Patient Analysis System

Automatically evaluates patient impedance for proper pad contact. Monitors signal quality and analyses patient ECG for shockable/non-shockable rhythms. Meets AAMI-DF-80 specifications and AHA recommendations



### Award Winning Ergonomic Design

Newest in a family of defibrillators that have won a number of industry awards for design and innovation.

Dimensions - H:18.5 x W:24 x D:5.8 cm

Weight - 1.4 kg

IP Rating - 55 (Water Resistant)

Battery Warranty - 4 Years

Defib Warranty - 8 Years\*

(\*10 year warranty available under a Managed Solution Partnership)



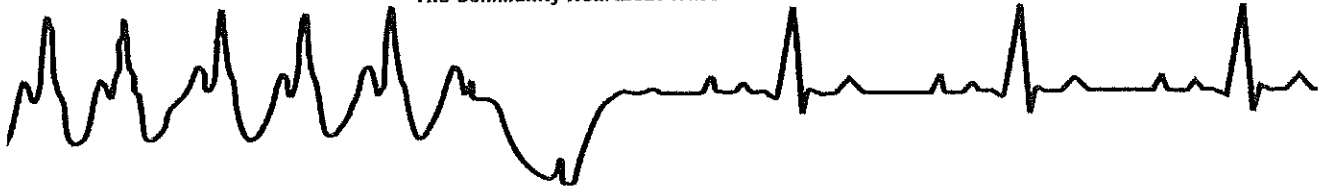
0330 124 3067



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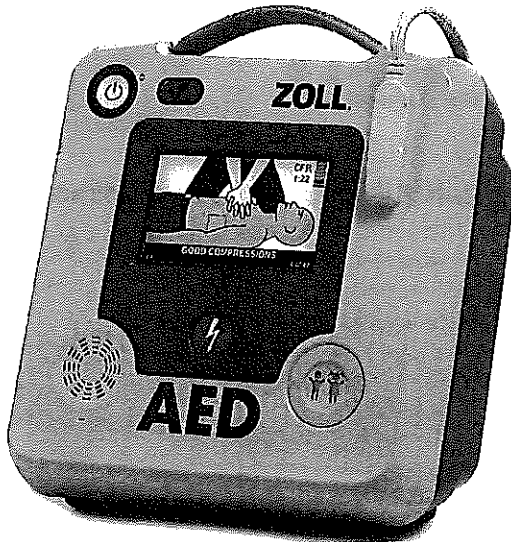


Comheartbeat



# ZOLL AED 3

Professional Technology for Everyone



# ZOLL

Introducing a new defibrillation platform from ZOLL that builds on their reputation for providing rescuers with unmatched support plus a low total cost of ownership:

### Real-time CPR Feedback

Like all of ZOLL's professional defibrillators, the AED 3 is equipped with Real CPR Help technology to help lay rescuers perform high-quality CPR. The sensor in the pads lets the AED see your chest compressions so it can guide you to the proper rate and depth with prompts and an on-screen bar gauge.

Real CPR Help instils confidence by guiding rescuers' compressions to the right rate and depth

### Sooner Is Better

At 8 seconds with a fresh battery, the AED 3 is among the fastest at delivering a shock after chest compressions stop. Research shows that minimising time to shock after the CPR cycle ends may improve survival. The 2015 ERC Guidelines notes, *"The delay between stopping chest compressions and delivery of the shock (the pre-shock pause) must be kept to an absolute minimum; [any] delay will reduce the chances of the shock being successful."*

### Easy to Use

Clear, colourful graphic images combine with audio prompts to step you easily and precisely through the rescue.

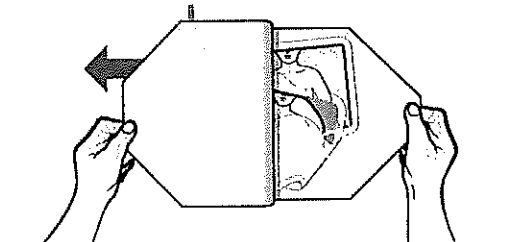
Every AED comes supplied with a Rescue Accessory Pack that is attached to Universal CPR Uni-padz™, and contains non-latex gloves, barrier mask, razor, towlette, and scissors for easy removal of clothing.

### Leading Technology. Reasonable Cost.

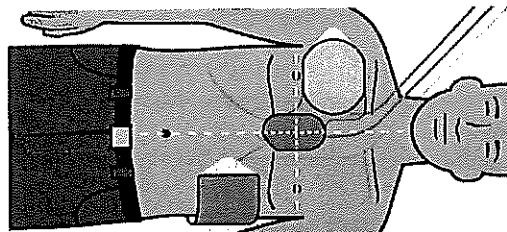
Once installed, the AED 3 costs significantly less than almost any other AED to maintain. Because the CPR Uni-padz can defibrillate both children and adults and because the CPR Uni-padz and the battery both last five years this means fewer replacements and lower costs.

No other AED's paediatric pads last 5 years. No other AED lets rescuers rescue a child at the push of a button, and replace pads and battery only once in the first 10 years of service.

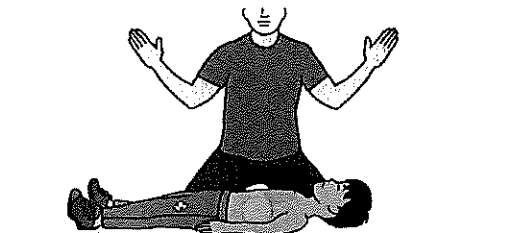
**AED warranty: 8 years**



OPEN PAD PACKAGE 0:00:12



ATTACH PADS AS SHOWN 0:00:15



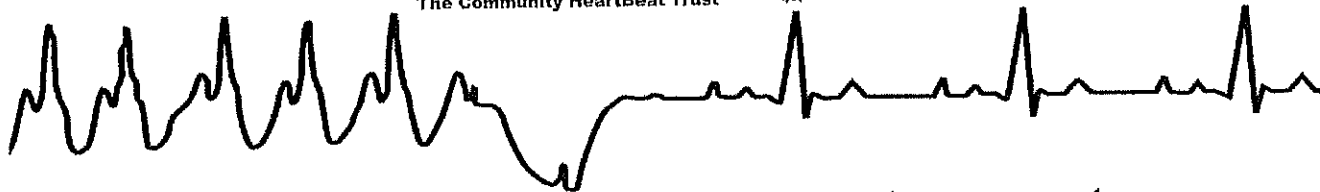
DON'T TOUCH PATIENT 0:00:17

The 'People-Heart' logo, DefibShield logo, cPAD logo, VETS logo and CHT logo are trademarks of the Community HeartBeat Trust

Registered charity number 1132824

[www.communityheartbeat.org.uk](http://www.communityheartbeat.org.uk) 0845 86 27739





## Annual support agreement

Defibrillators are for life not just a one off purchase. They need to be maintained and looked after, and thus either costs can be incurred as they arise, or some form of support agreement can be put in place. As a charity, we offer the *annual support service* as a special service of the Community Heartbeat Trust, which includes full support for your community defibrillator, including areas you may not have considered!

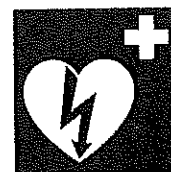
The Community Heartbeat Trust charity is here to help communities get value from their investment into a community defibrillator scheme. In addition to the right equipment, right storage, training and Governance aspects, with CHT projects you can also have access to service and support programmes, community training and awareness programmes (Zoom and face:face) and also equipment insurance (via MSP).

Some of these services are also available via CHT Solutions (our not-for-profit shop) as a commercial *annual support service*. Prices are per site. Multiple site options are available.

Features	Cost pa
(May vary depending upon equipment used)	
All electrode/pad replacements (adult) both time expired and post-rescue, replacement batteries, replacement rescue kits, replacement safety items, loan defibrillator if yours out of action for more than 7 days, courier fees to you, software upgrades, rescue data downloading, post rescue counselling, telephone support, Post-rescue counselling service	
G3, G5, Lifeline AED, Lifeline VIEW, iPad SP1	£135 pa
Zoll AED 3, Mindray C2, (other models POA)	£165 pa

In addition, where a Managed Solution Partnership is being taken, we provide the theft, damage and public liability insurances. Prices + vat.

These are optional services, but we believe these offer a real value service for communities where these items will have to be bought anyway, even if paid for as you go. Annual support agreements are also available to those even if you have not bought your core equipment via CHT. Support agreements are for a minimum of 4 years.



For more information, please contact the Charity.  
Commercial agreements may incur VAT.

[www.communityheartbeat.org.uk](http://www.communityheartbeat.org.uk)

