

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

30th March 2023

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 **Tuesday 11th April 2023 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 'L J 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 13th March 2023 (**Pages 1-4**)
4. **Planning applications for consideration (Page 5)**
5. **Planning decisions (Page 6)**
6. **Meeting with the Police and Pit bikes on pathways (Pages 7-9)**
7. **Recreation Ground – Norton Hill**
 - New Office – verbal update
8. **Recreation Ground – Westhill**
Westhill Club update – verbal update
9. **Waterside Valley**
 - Dog bins – verbal update
 - Bridges – verbal update
10. **Events**
 - Coronation Big Lunch – 7th May 2023 12-3pm – verbal update and to confirm whether alcohol is allowed on the field in plastic glasses. Face Painting - £3 million public liability.
 - Fun Day at Norton Hill – verbal update
11. **Bleed Control Kits** Any update from South West Ambulance, as requested at the last meeting.
12. **WESTlocal (pages 10-11)**
 - To discuss email from WECA regarding transport links in Westfield

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. **Quotes**
 - Christmas Trees
 - Plaque on Coal Truck Planters

Westfield Parish Council

Minutes of the Environment and Development Committee Meeting held in the boardroom at the Oval Office, Cobblers Way, Westfield on 13th March 2023 commencing at 7pm.

Present: Cllrs, Diana Cooper (Vice Chair, in the Chair), Geoff Fuller James Honess, Ron Hopkins, Eleanor Jackson, Paul Millard and Pat Williams

Also attending: Lesley Close, Parish Clerk

Absent: Cllr Walbridge

123. Apologies for absence and to consider the reasons given

Apologies were received and accepted from Cllr Wallbridge.

124. Declarations of interest and dispensation

There were no declarations of interest

125. Minutes of the last meeting

The minutes of the last meeting held on 13th February 2023 were agreed as a true record and signed by the Chair.

Following the Parish Council meeting the previous week, under delegated authority the Committee discussed the Inspirational Citizen award and made the following resolution:

Resolved: that the 2023 Inspirational Citizen Award should go to Mrs Harrington for her campaign to save the 82 bus, which is a life line for Westfield residents.

126. Planning applications for consideration

23/00751/OUT	10 Waterside Way	Outline planning application with all matters reserved for the erection of a dormer bungalow following the demolition of the existing garage
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The Committee objected to the application on the grounds of overdevelopment and that it is out of character with the neighbouring properties. For these reasons it contravenes policies 1 and 3 of the Westfield Neighbourhood Plan.

23/00871/FUL	2 Pine Walk	Construction of a garage in rear garden and relocation of existing garden shed
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The Committee had no objections in principle but raised concern about the adequacy of the access.

2021/1480/OTS Outline planning permission (Mendip DC) for the erection of up to 270 dwellings, formation of vehicular accesses, open space,

Minutes subject to approval at the next meeting.

Signed **Dated**

Westfield Parish Council

landscaping and associated works with all matters reserved except for access- The Committee raised serious concerns about the infrastructure in Westfield to support such a development.

Resolved: (1) that Cllr Jackson would circulate the comments that B&NES is making on this application. (2) authority delegated to Cllr Jackson and the Clerk to send a response.

127. Planning Decisions

There were no planning decisions to note.

128. Recreation Ground – Norton Hill

(1) **New Office** – A further specialist report on sustainability was needed to be sent to Building Regulations at B&NES before any further work could be done.

Resolved: to accept the quote for £950.00+VAT obtained by MJW Architects

Plans to go out to tender on the new office were projected on the screen.

Resolved: (1) to query the Air Source Heat Pump with regard to running costs, insulation and its location just outside the fence line. (2) Pending the response to the above query, to accept the plans and go out to tender.

(2) **Fun Day at Norton Hill** – the meeting with Daniel Moyles is being re-arranged.

(3) **Vandalism, Graffiti and litter** – the spate of vandalism, graffiti and litter at both recreations grounds was noted. Correspondence from the Police outlining how they are addressing this was circulated and had been discussed with the Police at a meeting immediately prior to this Committee meeting.

Resolved: To pay for extra litter picks at both recreation sites for April and May at a cost of £300 pcm.

129. Recreation Ground - Westhill

Westhill Club update – there was no further update this month.

130. Waterside Valley

(1) **Dog Bins** – Noted that the dog bins had been ordered.

Resolved: To change the bin emptying to once per week in the first instance.

Minutes subject to approval at the next meeting.

Signed **Dated**

Westfield Parish Council

(2) Bridges

Cllrs Cooper and Millard had assessed the site and the information on the bridges had been sent to the insurance company. Quotes were received for the replacement of the bridges.

Resolved: To agree the following phased plan for the bridges:

- (1) To make the renovation of Bridge 1 (the brick bridge) the priority and to seek quotes from builders accordingly.
- (2) To remove Bridges 2 and 3.
- (3) To renovate/replace bridge 4, ensuring there is a generous step at both ends to address the mud and flood water which tends to accumulate.

(3) Consultation on bike hangars in Westfield

B&NES had consulted the Parish Council about the possible location of bike hangars. The Committee did not identify any suitable sites.

131. Events

(1) Coronation Celebration update – 7th May

The Committee noted the advice from the insurance company in respect of the public liability level of the company providing the bouncy castle.

Resolved: to accept the fact that the company has £5 million public liability and note that risk is mitigated by two stewards on duty at the bouncy castles whilst it is in operation.

(2) Christmas Lights Display

The Committee received the quote for next year's Christmas Lights Display.

Resolved: to accept the quote providing it is within budget. To ask Lamps & Tubes to ensure the lights are tested, including the timers, when they are put up.

(3) Fun Fair at Norton Hill

The Committee reviewed the paperwork in relation to the Fun Fair.

Resolved: to stand by the decision to not allow the Fun Fair back on site.

(4) Charity Soap Box Race

A request to run a charity soap box race was received. Whilst the idea of getting involved and running this for the community was welcomed, the Committee stated that it has to be guided by B&NES.

132. Bleed Control Kits

The information about Bleed Control Kits was received. It was noted that this has not been taken on board by the South West Ambulance Service.

Minutes subject to approval at the next meeting.

Signed Dated

Westfield Parish Council

Resolved: to ask the South West Ambulance Service where they stand on bleed control kits. Is support for these kits something they might include in the future?

It was agreed to exclude the press and public on the grounds that in view of the confidential nature of the business to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.

133. Quotes

(1) Wesley Avenue Planter

A quote was received for two final courses of stone on the small planter.

Resolved: To ask the building company to meet councillors on site.

(2) Extension to the Fitness Track

Quotes from three companies were received for the extension of the fitness track.

Resolved: Since the costs were beyond the Parish Council's budget, not to go ahead with these works.

(3) To stabilise the hanging basket trees

Resolved: To contact a further contractor for the stabilisation of the hanging basket tree.

The meeting closed at 9.15 pm

Minutes subject to approval at the next meeting.

Signed **Dated**

Westfield Parish Council Planning Applications – APRIL 2023

Date Rec'd	App No	Applicant	Location	Case Officer	Proposal	Response By
16/03/23	23/00837/TPO	KP Wilton Ltd	Land East Of Fosseway Cottages Welton Road Westfield Bath And North East Somerset	Jane Brewer	4no Larch tree remains - fell. Tree 5 - Sycamore - crown thinning and crown reduction of 1.5m	06/04/23 -- extension until 12 th April requested via email to case officer on 16/03/23
23/03/23	23/01139/FUL	Larner Sing Ltd	Byfields Wells Road Westfield Radstock Bath And North East Somerset BA3 3US	Christine Moorfield	Replacement of new single storey side extensions, new gym building and car port following remove single storey side extensions, part of existing swimming pool and remove garage outbuildings	13/04/23



Indicates application received since agenda printed

Westfield Parish Council Planning Decisions – APRIL 2023

Date Rec'd	App No	Applicant	Location	Case Officer	Proposal	BANES Decision
27.03.23	22/00607/FUL	Hurst Associates (Bath) Limited	Sun Chemicals Limited Old Pit Road Westfield Radstock Bath And North East Somerset	Danielle Milsom	Creation of new open sided storage facility to follow demolition of existing brick built, flat roofed storage facility.	PERMIT

Indicates decision received since agenda printed

Notes of a meeting held on Monday 13th March at 6.15pm with the Police

Present: Olga, Lana and Katy from Avon and Somerset Police
Cllrs Diana Cooper, Ron Hopkins, Eleanor Jackson and Paul Millard
Lesley Close, Parish Clerk

1. Pit bikes at the paths between (1) Wesley Avenue and Inner Elm Terrace and (2) Lynton Road and Woodpecker Avenue

Pit bikes are being driven on the above paths causing danger to the rider and others and a noise nuisance to those living adjacent. There was a discussion on options to address the problem. Due to the need to allow mobility scooters, push chairs etc through these walk ways, there does not seem to be a solution which will stop pit bikes. However, it might be possible to deter them and slow them down by installing (1) self-closing gates at both ends of the Wesley Avenue to Inner Elm Terrace path; (2) long chicane barriers at both ends of the Lynton Road to Woodpecker Avenue path.

Agreed that the Parish Council would contact B&NES to discuss whether this was feasible and to offer to help find funding.

2. Increase in low level vandalism at Norton Hill and Westhill Recreation Grounds

The Police have regular patrols at these sites.

Agreed that the Police write to the local schools asking that this be raised.

3. Disruption to those attending the Tuesday evening youth club

Agreed that the Police would step up patrols at this time.

4. Illegal parking at Cobblers Way, Longfellow Road, St Peter's Road

Whilst the Police can no longer enforce parking on yellow lines, they do undertake patrols at school drop off and pick up times.

The meeting closed at 6.50pm.

Parish Clerk

From: Parish Clerk
Sent: 15 March 2023 11:19
To: stefan_chiffers@bathnes.gov.uk; traffic_management@bathnes.gov.uk
Cc: Deputy Clerk; Admin Assistant
Subject: Request for a meeting

Morning Stefan

We have had a meeting with the Police who have raised an ongoing issue of pit bikes using two particular paths in Westfield: (1) the path which runs from Wesley Ave to Inner Elm Terrace and (2) the path which runs from Lynton Road to Woodpecker Avenue.

In discussion, it was felt that the following might be solutions: (1) self-closing gates at both ends of the path between Wesley Avenue and Inner Elm Terrace and (2) long chicane style barriers at both ends between Lynton Road and Woodpecker Avenue.

The Parish Council would be happy to seek funding for this and in the first instance would like to know if such work is feasible please?

Your advice is much appreciated and kind regards,

Lesley

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

01761 410669

Please note my working hours are Monday to Thursday 9am to 2pm.

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Parish Clerk

From: Traffic Management Team <Traffic_ManagementTeam@BATHNES.GOV.UK>
Sent: 21 March 2023 07:14
To: Parish Clerk
Subject: RE: Request for a meeting

Hello Lesley,

I confirm receipt of your email below.

Stefan is on annual leave for a couple of weeks, returning on the 3rd April. In the meantime, however, I will forward a copy of this email to our colleagues in the Active Travel Team, as they may be able to offer some advice on the matter. That said, in my experience, there is very little that can be done to prevent motorcycles from using a footpath, without also impacting on access for legitimate users, such as wheelchair users, pushchairs and mobility scooters, for example.

I should also point out that the footpath between Wesley Ave and Inner Elm Terrace is not adopted public highway, so the Council, in its capacity as the Highway Authority, will have no jurisdiction over its use.

Regards,

Neil

Neil Terry | Principal Traffic Management Engineer | Highways & Traffic | Bath and North East Somerset Council

From: Parish Clerk <parishclerk@westfieldparishcouncil.co.uk>
Sent: 20 March 2023 11:57
To: Traffic Management Team <Traffic_ManagementTeam@BATHNES.GOV.UK>
Cc: Deputy Clerk <deputyclerk@westfieldparishcouncil.co.uk>; Admin Assistant <adminassistant@westfieldparishcouncil.co.uk>
Subject: FW: Request for a meeting

Please would you kindly confirm receipt of the email below and a timescale when we might have a reply?

With many thanks,

Lesley

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

01761 410669

Admin Assistant

From: Mayor <mayor@westofengland-ca.gov.uk>
Sent: 28 March 2023 13:17
To: Council
Subject: WESTlocal idea

I am delighted to invite you and members of your organisation to put your heads together and think of an idea that will directly help your community.

I've always said that local people know their communities best. You only have to look at the Big Choices public meetings I held in the region last year to see that. I listened to thousands of people air their concerns and suggest solutions to one of the knottiest issues this region is facing right now – travel, transport, buses and how we get around...

Let me introduce **WESTlocal** - a new £2 million fund from the West of England Mayoral Combined Authority aimed at helping communities design and then run their own version of new transport in their patch. Maybe the challenge in your area is driving children to school, getting older residents to the shops, or workers to their workplace. Whatever it is, with **WESTlocal** - the West of England Mayoral Combined Authority will unleash the power of local people working together, and keep residents on the move.

All you need to do is come up with an idea, identify a range of transport needs and come up with a transport scheme to tackle them. We will support you to put those plans into action and make them a success.

The fund is really flexible, and communities can consider a range of ideas with fixed timetables or flexible service with pre-booked or "buy on the bus" ticket options. They could run to key locations, and various vehicles can be used - traditional buses, minibuses – you name it!

Your proposed scheme must serve residents based in the West of England area and must be run on a not-for-profit basis. Your ideas must be locally designed and new - they can't simply keep schemes going that are already in place.

If this sounds like something way out of your experience or reach - don't worry. Expert advice and support will be made available every step of the way by my West of England Mayoral Combined Authority to help all those looking to set up a new transport scheme in their efforts. Look here for all the details [WESTlocal - West of England Combined Authority \(westofengland-ca.gov.uk\)](https://www.westofengland-ca.gov.uk)

Once you have got your idea, contact transport.operations@westofengland-ca.gov.uk and put 'WESTlocal idea' in the address line and the Combined Authority will get back to you with advice. The deadline is the end of April 2024, but I'd love you to get started right away. There's nothing stopping you! This is people powered transport, designed and delivered locally.

I look forward to hearing what you create,

Yours sincerely,



Dan Norris, Metro Mayor for the West of England

DAN NORRIS

West of England

METRO MAYOR

P.S. Do please feel free to pass this information on to any other organisations you think might be interested in this fund.

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