

**Westfield Parish Council**

**Minutes of the Environment and Development Committee Meeting held in the boardroom at the Oval Office, Cobblers Way, Westfield on 12<sup>th</sup> February 2024 commencing at 7pm.**

**Present:** Cllrs Ron Hopkins (Vice Chair), Eleanor Jackson, and Phil Wilkinson

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

**Absent:** Cllrs Diana Cooper, James Cradock, Geoff Fuller, James Honess, Paul Millard and Pat Williams

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

Apologies were received from Cllrs Cooper, Cradock, Honess, Millard and Williams and accepted.

**126. Declarations of interest and dispensation**

There were no declarations of interest.

**127. Minutes of the last meeting**

**Resolved:** The minutes of the last meeting held on 15<sup>th</sup> January were agreed as a true record and signed by the Chair.

**128. Neighbourhood Plan Review working group**

Cllr Hopkins advised that things were moving along slowly and that there would be more to report in the next meeting.

**129. Planning applications for consideration**

There were no objections to the following application:

24/00180/FUL	15 Cherry Tree Close	Erection of single storey rear extension
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***24/00157/SOLPA - Bridges Electrical Engineers. Second Avenue Prior Approval request for the installation of 728no. roof mounted solar PV panels with total installed capacity of 323.96kWp***

Committee commended the company for taking steps to use sustainable energy.

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

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

**Westfield Parish Council**

**24/00294/VAR – Variation of condition 2 (plans list) of application  
21/01201/FUL (Erection of lean-to side extension and first floor rear  
extension) – 13 St Peters Road**

Committee had no objections to this application but wanted to ask the Planning Officer to ensure against overdevelopment of the plot and wanted to be assured that the development would be in keeping with the surrounding properties.

**130. Planning Decisions**

The planning decisions were noted.

**131. Recreation Ground – Norton Hill**

It was noted that a date was set to remove the Ash trees at Norton Hill Recreation Ground – early May.

**Resolved:** to bring back on the next Committee agenda the question of whether to re-plant on the bank adjacent to the A367 and, if so, whether trees are appropriate at that location, or smaller plants. It could be that some specialist advice will be needed.

It was noted that the handle had been broken off the door at the home team entrance to the pavilion, but had been replaced.

The Legionella survey had been done the day of the meeting, so no report was available as yet.

**132. Recreation Ground – Westhill**

**Changing Rooms** – It was noted that the boundary agreement had been signed by both parties and sent to Land Registry. The average response time from the Land Registry is 6 months.

**Surveys**

- The asbestos survey had been done and found asbestos in the external soffits.
- The topographical survey had been done.

**Resolved:** to ask for quotes to remove the asbestos from the external soffits.

**133. Waterside Valley**

**Feedback on Scrub Clearance:** It was noted that the scrub clearance had now been done.

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

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**Permission to close the Public Right of Way during installation of the new footbridge:** As there had, as yet, been no tenders received for the replacing of the bridges this item was to be brought back to a future meeting when necessary.

**Management of the grassland:** There was concern over the cost of managing the grassland once the grant from Somer Valley Rediscovered was used. It was felt that the grass management report from FWAG SouthWest showed that funding was available from the Countryside Management Stewardship to cover future costs.

**Resolved:** (1) to meet with Miriam Woolnough of Somer Valley Rediscovered to discuss the project going forward  
(2) to put this item on the next agenda for further discussion

**Management of the overgrown hedge:** Options were offered for the maintenance of the overgrown hedge.

**Resolved:** to discuss with Miriam from Somer Valley Rediscovered the possibility of assistance in getting quotes for the hedge to be professionally layered and bring to the next meeting.

Cllr Jackson asked if the Waterside Valley could be entered as an Its Your Neighbourhood entry into South West in Bloom.

**Resolved:** Waterside Valley to be entered into South West in Bloom this year.

**134. Events**

**D-Day – 6<sup>th</sup> June:** The suggestion from the Royal British Legion to involve the schools was brought to the meeting.

**Resolved:** to bring back to the next meeting for further discussion

**135. Creating Town or Parish Nature Action Plan**

There were concerns that this would overlap the work the Parish Council is doing at the Waterside Valley and with the Neighbourhood Plan. It was felt that the work in the Waterside Valley is doing what this plan is asking of the Parish Council already. Cllr Jackson to investigate further at B&NES to find out who is leading this initiative.

**Resolved:** to add to the next agenda

**136. Rural EV charging**

**Resolved:** to take no action currently.

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

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

**137. Powering communities with renewables**

**Resolved:** to email to Councillors to ascertain if someone would like to attend this training session on 22<sup>nd</sup> February.

It was resolved 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.

**138. Quotes**

***Flowers in Public Places***

**Resolved:** to accept the quote from Rob Wicke for £6,650

***Grounds Maintenance contract***

Three tenders for the grounds maintenance contract were opened at the meeting.

**Resolved:** the Clerk to analyse the quotes in detail and present to Finance and Personnel on 21<sup>st</sup> February.

***Grass topping at Waterside Valley***

The deadline for quotes is 19<sup>th</sup> February.

**Resolved:** to delegate authority to Cllrs Hopkins and Wilkinson to make decision, because the work needs to be done in March.

***Footbridges at Waterside Valley***

There had been no quotes received at the date of the meeting.

The meeting closed at 8:10pm

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