

Westfield Parish Council

Minutes of the Environment and Development Committee Meeting held in the boardroom at the Oval Office, Cobblers Way, Westfield on 15th January 2024 commencing at 7pm.

Present: Cllrs Diana Cooper (Chair), Geoff Fuller, Ron Hopkins (Vice Chair), James Honess, Eleanor Jackson, Paul Millard and Phil Wilkinson

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

Absent: Cllrs James Cradock and Pat Williams

109. Apologies for absence and to consider the reasons given

Apologies were received from Cllrs Cradock and Williams and accepted.

110. Declarations of interest and dispensation

Cllr Jackson declared an interest in item 4 – Neighbourhood Plan Working Group as she is on the Planning Committee at B&NES.

111. Minutes of the last meeting

Resolved: The minutes of the last meeting held on 11th December were agreed as a true record and signed by the Chair.

112. Neighbourhood Plan working group

The Housing needs survey, prepared for the update to the Neighbourhood Plan, was circulated. The survey had been funded by a grant from Locality of £8,527. CNB Housing had been contracted regarding the feasibility of their timing to prepare the survey and distribute it to all households in Westfield.

The B&NES Local Plan consultation was also noted.

Resolved: **(1)** to agree the questionnaire for the Housing Needs Survey and commission CNB Housing at £8,527.
(2) to respond to B&NES advising that the Parish Council welcomes input to the Local Plan.

113. Planning applications for consideration

There were no planning applications to consider.

114. Planning Decisions

The planning decisions were noted.

Minutes subject to approval at the next meeting.

Signed **Dated**

115. Somer Valley Links Engagement Report

Cllr Jackson advised that she would attend a meeting of the scrutiny panel for the Somer Valley Engagement Report and would raise the issue of Westfield not being accurately portrayed in the maps. She would report at the next E&D meeting.

116. Recreation Ground – Norton Hill

Legionella Risk Assessment – It was noted that the quotation from Guardian Legionella Services was accepted in the amount of £395 + VAT because it was the quote most tailored to the needs of the Pavilion.

It was noted that the office staff were undertaking Legionella Awareness training to be aware of what to look out for in the regular reports.

117. Recreation Ground – Westhill

Changing Rooms – it was noted that the Condition Survey was to take place on 17th January and the Asbestos Survey was scheduled for 29th January. There was no date in place for the Topographical survey yet.

118. Waterside Valley

It was noted that a grant application had been submitted to WECA for funding the new footbridge.

Wooden footbridges

Resolved: to go to tender for removal of the wooden footbridges and rebuilding of one bridge in, preferably, recycled plastic.

Brick footbridge

Resolved: to seek permission from the Rights of Way Officer for the works to go ahead to renovate the brick bridge.

Scrub Clearance

It was noted that the contractors, M&G Countryside Developments, were to begin the work on 17th January, provided the ground conditions are favourable.

Request from a resident to build a small plateau on Waterside Valley

Resolved: to respond with admiration for the work that the resident is doing on the valley so far and thanking him for being part of the group of volunteers, but stating that the valley is to be kept as natural as possible so no intervention of this kind is appropriate.

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Signed **Dated**

119. Parking on the Westfield Industrial Estate

A report was given on the meeting with Highways Officer Sadie Cox-Alcuaz who has advised that she will visit the site and make suggestions to make access to each of the roads on the industrial estate safer.

120. Events

- **Christmas Home Decoration Competition 15th December** – feedback had been given at Parish Council meeting on 8th January.
- **Christmas Lights Switch on 2024** – discussion was held around closing the small side road leading to numbers 2-10 Elm Tree Avenue as it is right in the middle of the event.

Resolved: a Councillor to speak to the residents asking them if they would refrain from driving on that road from 6pm to 8pm on the night of the event, rather than applying for a TRO to close the road for that duration.

121. Dog fouling at Waterside Crescent

A resident's complaint about dog fouling and the response from the B&NES Dog Warden was noted.

122. Jubilee Green

Residents had reported rot and fungus in the trunk of the Cherry Tree on Jubilee Green. B&NES advised that it was in the schedule for assessment this winter and would be checked.

Some coping stones had been removed from the wall around the herb bed at the edge of Jubilee Green.

Resolved: to report damage to Fixmystreet and to remove the loose stone in case of any further damage.

123. Pit Stop Walks in the Somer Valley Walking Festival – Friday 6th September 2024

It was noted that Somer Valley Rediscovered would be leading a family walk during the Walking Festival, as well as the Waterside Walk being led by Cllrs Fuller and Cooper.

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.

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Signed **Dated**

124. Quotes

It was noted that the Housing Needs Assessment funding was to be funded by a grant from Localities Technical Support. Following an assessment assisted by the Technical Team at Localities, the quotation in the amount of £8,527 was agreed because it represented good value for money in terms of Consultant hours and the scope of the work.

The meeting closed at 7:58pm

Minutes subject to approval at the next meeting.

Signed **Dated**