

# 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 P Wilkinson Parish Clerk: Ms L Close FSLCC



Established 2011

## All Council Meetings are open to the Public and Press

2<sup>nd</sup> January 2024

TO: All Members of Westfield Parish Council

Dear Councillor,

You are summoned to a Meeting of Westfield Parish Council, on **Monday 8<sup>th</sup> January 2024 at 7pm at the Oval Office Boardroom, Cobblers Way, Westfield.**

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

Ms L Close  
Parish Clerk

*Before the meeting there will be a public session of up to 15 minutes to enable residents of Westfield to ask questions, and make comments on items on the agenda. Members of the Public are asked to restrict their comments, and/or questions to five minutes.*

## AGENDA

- 1. Co-option**  
To co-opt to the vacancy on the Parish Council and receive the Declaration of Acceptance of Office.
- 2. Apologies for absence and to consider the reasons given**  
Council to receive apologies for absence and, if appropriate, to resolve to approve the reasons given.
- 3. 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.

4. **Minutes of the Parish Council meeting – 4<sup>th</sup> December 2023**  
To confirm and sign as a correct record the minutes of the Parish Council Meeting. **(Pages 1-4)**
5. **Committee and Working Group reports**  
To note the minutes of the Committees and Working Groups below:
  - **Environment and Development – 11<sup>th</sup> December 2023 (Pages 5-8)**
  - **Finance and Personnel – 13<sup>th</sup> December 2023 (Pages 9-14)**
6. **Approval of any items over £5,000 and consideration of any virement**
7. **Youth Connect – Inflationary Increase in contract (Page 15)**
8. **Bath College – Request for student to work in Waterside Valley (Page 16)**
9. **Westhill Recreation Ground – Boundary Agreement for agreement and signing (Pages 17-19)**
10. **Outside Bodies reports – for reporting only**
11. **Creating Community identity – for reporting only**
12. **Chairman's report - for reporting only**
13. **Bath and North East Somerset Councillors' reports – for reporting only**

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.

14. **Funfair in Westfield**

## WESTFIELD PARISH COUNCIL

Minutes of the Meeting of the Council held at the Oval Office  
Monday 4<sup>th</sup> December 2023 commencing at 7.00pm

- Present:** Chair: Cllr P Wilkinson  
Cllrs: D Cooper, J Cradock, G Fuller (arr 7:06), J Honess,  
E Jackson, R Hopkins, P Millard
- Attending:** Lesley Close, Parish Clerk and Tracey Stephens, Deputy Clerk.  
1 member of the public
- Absent:** Cllrs P Moss and P Williams

A member of the public requested permission to plant a Silver Birch tree at Waterside Road, where there are already 2 trees. Cllrs had no objection. Cllr Jackson said she will check with B&NES.

**96. Co-option**

There had been no applications for co-option.

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

There were no apologies.

**98. Declarations of interest and dispensations**

There were no declarations of interest.

**99. Minutes of the Parish Council meeting – 6<sup>th</sup> November 2023**

**Resolved:** the minutes of 6<sup>th</sup> November 2023 were agreed and signed as a correct record.

**100. Committee and Working Group reports**

**(a) Environment and Development Committee – 13<sup>th</sup> November 2023**

The minutes of the Environment and Development Committee meeting of 13<sup>th</sup> November 2023 were noted.

Minutes are draft until agreed at the next meeting.

Signed ..... Dated .....

Westfield Parish Council

(b) Finance and Personnel Committee – 22<sup>nd</sup> November 2023

The minutes of the Finance and Personnel Committee meeting of 22<sup>nd</sup> November 2023 were noted.

**101. Approval of any items over £5000 and consideration of any virement**

There were no items over £5,000 to consider

**102. 2024/2025 Budget**

It was noted that National Insurance had changed since the budget was prepared and salaries had increased.

**Resolved:** (1) with adjustments to the heading Salaries and National Insurance to accept the Budget for 2024/2025  
(2) to thank the Clerk for her work on preparing a well-balanced budget

**103. Outside Bodies reports**

**Mardons** – Cllr Cooper reported that the Club has been contacted to establish whether it would be a good venue for a polling station. Cllr Jackson advised that the Elections Officer is meeting them in January to discuss. There had been an estate management meeting for residents in the area to discuss issues with the service charge.

**Radstock Museum** – Cllr Jackson reported that Friends of Radstock Museum will be holding the AGM on Thursday.

**104. Creating Community Identity**

**Resolved:** With the addition of Participation in National Events and ad hoc community gardening to accept the Community Engagement Plan as recommended by the Environment and Development committee

**105. Chairman’s report**

Cllr Wilkinson reported on a successful Christmas lights switch on event and thanked all those that had helped at the event, with special thanks to Caitlin, Admin Assistant, for her organisation of the event. He reported that there have been 7 poppies lost from the Remembrance display. He thanked Cllr Jackson for moving the poppy wreaths to the church railings in time for the Christmas switch on. He finished by wishing everyone a Merry Christmas and Happy New Year.

Minutes are draft until agreed at the next meeting.

Signed ..... Dated .....

Westfield Parish Council

106. Bath and North East Somerset Councillors' reports

Cllr Jackson reported on the Full Council meeting on 30<sup>th</sup> November.

Full Council took place on Thursday 30 November.

There are or were three main features.

Firstly ten members of the public spoke on subjects dear to their hearts, from public transport and WECA to the Israel/Gaza situation with a demand for a permanent ceasefire. Unsurprisingly climate change figured prominently, as there was a motion on the subject on the Council's main agenda.

I decided that important though climate change is for Westfield Waterside and other parts of the ward, the Christmas lights switch on as an incomparable community event was more important. However, I am so sorry that I could not assist with the clearing up afterwards. Everyone I have spoken to thought it was wonderful.

Secondly, there is the heavy stuff, much of it procedure, noting and approving the Avon Pension Fund Annual Report, or the Annual report on council investments. We are still scrutinising the Budget, if anyone has any particular requests. The council tax will inevitably rise. What is important for the delivery of services in Westfield is that Bath & North East Somerset Council are not in danger of a Section 144 warning. We will not go bankrupt, even if a certain amount of 'family silver' is being sold off.

Thirdly, there are motions and statements brought by councillors. Cllr Lesley Mansell brought in one for the protection of workers in the night economy, particularly women who have to use public transport after late night shifts. Alan Hale (Conservative, Keynsham) brought in one regarding road safety. I think that if the measures to educate children are implemented, the situation should improve. Unfortunately, the one on parking on pavements, which I think we badly need, given the situation in Longfellow Road, the Waterside and so on, had to be withdrawn for legal reasons. I had asked about the rural bus services, and had also asked a question about the 414's survival. Buses came in under Lesley's motion.

Related to this is the question of bringing care homes into council management and ownership. The provision in Midsomer Norton is affected by an adverse CQC report.

The latest meeting of the Local Development Forum concerned Bath and climate change issues. There do not seem to be major housing developments planned for Westfield, but plenty possibly for Radstock.

B&NES have activated the rough sleeping cold weather measures, and are concerned that those sleeping rough in rural areas are reported and brought in from the cold.

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.

Minutes are draft until agreed at the next meeting.

Signed ..... Dated .....

Westfield Parish Council

**107. To open tenders for Scrub Clearance, Waterside Valley**

The Clerk, under the auspices of Somer Valley Rediscovered, had gone to tender for Scrub clearance from the sites in Westfield, Midsomer Norton and Radstock.

The tenders were opened at the meeting and signed by the Chair and the Vice Chair.

**Resolved:** (1) A meeting to be held with Miriam Woolnough of Somer Valley Rediscovered to choose a contractor to do the work across all sites.

(2) to sign the Green Spaces Grant Agreement from B&NES

The meeting closed at 8:05

Minutes are draft until agreed at the next meeting.

Signed ..... Dated .....

Westfield Parish Council

Minutes of the Environment and Development Committee Meeting held in the boardroom at the Oval Office, Cobblers Way, Westfield on 11<sup>th</sup> December 2023 commencing at 7pm.

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

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

**Absent:** Cllrs James Honess, Paul Millard and Pat Williams

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

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

**97. Declarations of interest and dispensation**

Cllr Hopkins declared an interest in item 5 Planning Applications for consideration – 23/04088/FUL and 23/04540/VAR as he lives near both applications

**98. Minutes of the last meeting**

**Resolved:** The minutes of the last meeting held on 14<sup>th</sup> November 2023 were agreed as a true record and signed by the Chair.

**99. Neighbourhood Plan working group**

Cllr Hopkins advised that there was nothing further to report.

**100. Planning applications for consideration**

There were no objections to the following:

App no	Location	Proposal
23/04204/FUL	1 Valley View, Upper Court	Erection of single storey side extension and associated work
23/03968/FUL	46 Wells Road	Creation of dropped kerb access
23/04088/FUL	Bath College, Wells Road	Erection of temporary classroom following removal of existing greenhouse
23/04272/FUL	3 Jubilee Road	Erection of workshop/storage building in rear garden following removal of existing shed

***23/04286/FUL – Proposed residential development of 6no. new dwellings with garages and associated parking spaces with adapted highway access and alteration of the existing dwelling at Aviemore (resubmission)***

Minutes subject to approval at the next meeting.

Signed ..... Dated .....

**Westfield Parish Council**

Committee agreed to reiterated the comments from the previous application – 22/03099/FUL – objecting to this proposal:

*Westfield Parish Council objects strongly to this gross over-development of the site, particularly with the entrance/exit being straight on to the A367, with the adjacent pedestrian crossing. Not only would it add to the very heavy traffic, but also to the congestion of people turning into the very busy car park opposite. Parking is also an issue and we would highlight Policy 19 of the Westfield Neighbourhood Plan in relation to parking requirements.*

**23/04540/VAR – Variation of conditions 2,3,9,10 and 11 of application 08/04344/FUL (Erection of a single storey detached dwelling)**

There were no objections to the variations but Cllrs felt that an application to build the dwelling should be resubmitted as, due to the change in ecological factors relating to the stability of the sloping ground, the original permission in 2008 required serious review.

**101. Planning Decisions**

The planning decisions were noted.

**102. Recreation Ground – Norton Hill**

***Moss clearance on tennis court***

**Resolved:** (1) to accept the quote from Greensward for £225 to clear the tennis court and £75 for the play area; and (2) to include these items in the ground maintenance spec on a bi-annual basis.

***Finger trap in the gate as raised at the Play inspection report***

A RoSPA Play area inspection had reported that a gap between the gate and the fence near the tennis court was a medium risk. Councillors felt that the risk was less than minimal.

**Resolved:** not to do any work on the gate or fence due to there being very little risk.

***Vandalism at the Recreation Grounds***

The comments on Facebook about the dogs on leads signs at the recreation grounds were noted.

***Signs on the gates at the play area***

**Resolved:** to accept the quote from Signefex of £120 + VAT for a sign on the gate of the play area advising no dogs allowed in play area.

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

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



**103. Recreation Ground – Westhill**

**Changing Rooms** – an update was given on quotes which are itemised in part 2

**104. Waterside Valley**

**Coppice of trees** – Cllr Millard had asked committee to discuss a coppice of trees in the Waterside Valley. It was felt that the cost of establishing and maintaining the trees was not feasible currently.

**Resolved:** not to investigate the planting of trees on the Waterside Valley at this time.

**Update on the Somer Valley Rediscovered meeting** – an update was given on the Somer Valley Rediscovered (SVR) meeting. An email had been received from SVR asking if Westfield would be interested in being part of the Walking Festival.

**Resolved:** to accept the offer to be part of the Walking Festival and to establish dates for 2024.

**105. Parking on the Westfield Industrial Estate**

An owner of a business on the Westfield Industrial Estate had written to request action to prevent parking on some areas of the roads on the estate. She felt that it was dangerous to pull out of some side roads as traffic is parked preventing a sight line and speeding was endemic on the estate.

**Resolved:** (1) to request a site meeting with B&NES Highways to demonstrate the problem and establish the next steps needed.  
(2) to write to the complainant advising of our actions

**106. Hedge at Lincombe Road**

A resident had spent some time asking to get a hedge cut back on Lincombe Road as it was spilling over the pavement. B&NES had investigated and advised that it was not encroaching far enough for action to be taken and that to cut it right back would damage it beyond repair.

**Resolved:** to write to the complainant advising that there is nothing further that the Parish Council is able to do.

**107. Events**

- **Christmas Lights Switch On**  
Feedback from attendees was noted.

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

Signed ..... Dated .....

Westfield Parish Council

- **Grant Presentation Event** – 12<sup>th</sup> December 2023 6.30pm – a verbal update was given
- **Christmas Lights Competition 15<sup>th</sup> December** – a verbal update was given.

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.

**108. Quotes**

***Scrub clearance at Waterside Valley***

**Resolved:** to accept the quote from M&G for £22,150 for scrub clearance of the five green spaces in the Somer Valley, following recommendation from Somer Valley Rediscovered. This is covered by the SVR grant from WECA.

***Changing Rooms at Westhill:***

The following quotes were received and accepted:

- a. ***Topographical Survey*** – Levett Surveying Ltd, £750+VAT
- b. ***Asbestos Survey*** – DB Paul, £600+VAT
- c. ***Condition Survey*** – Two quotes for £460 (no VAT) and £420+VAT had been accepted. These to be sent to the architect for advice.

***Legionella report at Norton Hill Pavilion***

Three quotes had been received which needed further investigation.

**Resolved:** to delegate authority to the Clerk to decide which quote to accept and report reasons to the next meeting.

The meeting closed at 8:28pm

Minutes subject to approval at the next meeting.

Signed ..... Dated .....

**WESTFIELD PARISH COUNCIL**  
**Minutes of the Finance & Personnel Meeting**  
**held at The Oval Office on Wednesday 13<sup>th</sup> December 2023 at 10am**

Present: Cllr Robin Moss (Chair), Cllrs Diana Cooper, Ron Hopkins, Phil Wilkinson and Pat Williams (Vice Chair).

Absent: Cllrs Geoff Fuller (ex officio), Ron Hopkins, Paul Millard and Pat Williams.

In Attendance: Tracey Stephens, Deputy Clerk

**80. Apologies for absence**

Apologies were received and accepted from Cllr Millard.

**81. Declarations of interest and dispensations**

There were no declarations of interest.

**82. Minutes**

**Resolved:** that the Minutes of the Finance & Personnel meeting held on 22<sup>nd</sup> November 2023 be agreed and signed as a correct record.

**83. Monthly Accounts**

**Resolved:**

- a) that the bank reconciliation and monthly income and expenditure statements for the Current Account Oct/Nov be agreed.
- b) that the bank reconciliation and monthly income and expenditure statements for the Corporate Treasury account Oct/Nov be agreed.
- c) that the bank reconciliation and monthly income and expenditure statements for the Business Savings account Oct/Nov be agreed.
- e) that the summary of debit card transactions since the last meeting (Appendix 1 – Dec) be agreed.
- f) that the petty cash reconciliation for Dec (Appendix 2) be agreed, with a top up of £48.64.

**84. Schedule of payments requiring authorisation**

In accordance with item 5.2 of the Financial Regulations, the updated schedule of payments was considered at the meeting.

**Resolved:** that the schedule of payments due in December be agreed, (attached as Appendix 3), that the invoices and the BACS authorisation sheet be signed accordingly and that the BACS payments be made by two councillors via online banking.

**85. Schedule of payments due on a regular basis**

In accordance with item 5.6 of the Financial Regulations, an updated list of payments which arise on a regular basis as a result of a continuing contract, statutory duty or obligation was considered at the meeting.

**Resolved:** that the schedule of payments be agreed (attached as Appendix 4) and that the invoices and the BACS authorisation sheet be signed accordingly.  
That the BACS payments be made by two councillors via online banking.

**86. Internal Audit Report**

The Interim Audit report was discussed.

**Resolved:** To recommend acceptance of the report to Parish Council.

**87. Budget 2024/25**

The revised budget was discussed.

**Resolved:** To recommend the draft budget to Parish Council, ensuring budgeting for 3.5% on salaries.

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.

**88. Quotes**

There were no quotes for consideration at the meeting.

The meeting closed at 10.25am.







APPENDIX 4 – Schedule of Regular Payments

Supplier	Details	April	May	June	July	August	Sept	October	Nov	Dec
Avon Pension Fund (BACS monthly)	Superannuation	£1,043.87	£1,060.18	£1,052.02	£1,127.92	£1,070.99	£1,070.99	£1,070.99	£1,070.99	£1,663.79
DCK - BACS monthly	Accounting support	£237.85	£375.00	£0.00	£306.00	£0.00	£306.00	£250.00	£0.00	£250.00
GPS Telecoms (DD monthly)	Telephone and broadband	£71.32	£70.92	£71.80	£69.37	£69.37	£74.46	£69.37	£69.37	£70.37
Greensward (BACS monthly)	Grounds maintenance	£2,121.58	£2,121.58	£2,121.58	£2,121.58	£2,121.51	£2,121.58	£2,121.58	£2,121.58	£2,121.58
HMRC (BACS monthly)	PAYE and NI	£553.84	£559.34	£566.63	£688.46	£597.04	£596.84	£570.64	£590.44	£1,253.80
Oval Commercial (SO-£587.70) the rest BACS - monthly	Office Rental	£839.75	£839.75	£839.75	£839.75	£839.75	£839.75	£839.75	£839.75	£839.75
Oval Commercial (BACS)	Use of Boardroom	£50.00	£56.00	£70.00	£50.00	£50.00	£10.00	£50.00	£90.00	£50.00
Net Salaries (and expenses) (BACS monthly)	Office staff	£3,232.35	£3,288.04	£3,250.16	£3,423.16	£3,293.46	£3,293.66	£3,319.86	£3,300.06	£4,937.16
Public Works Loans Board (DD - 6 monthly)	Westhill Play Area	£0.00	£0.00	£0.00	£3,686.72	£0.00	£0.00	£0.00	£0.00	£0.00
Ricoh (BACS quarterly)	Photocopier	£0.00	£33.30	£254.00	£0.00	£140.10	£127.00	£0.00	£121.59	£0.00
Southern Electric (DD - quarterly). Eon Next wef 1/11/23	NH Pavilion	£85.42	£0.00	£178.14	£0.00	£0.00	£113.57	£0.00	£105.27	£0.00
Southern Electric d/d annually	Xmas Lights on lampposts	£0.00	£0.00	£0.00	£0.00	£0.00	£384.01	£0.00	£0.00	£0.00
Southern Electric (DD quarterly)	Christmas Tree	£0.00	£0.00	£30.84	£0.00	£0.00	£37.57	£0.00	£0.00	£0.00
SoVision IT (BACS monthly)	IT Support	£169.20	£167.75	£167.75	£208.35	£208.35	£208.35	£208.35	£208.35	£0.00
Total Gas & Power (DD - quarterly) Eon Next wef 1/11/23	NH Pavilion	£0.00	£47.88	£0.00	£0.00	£42.98	£0.00	£0.00	£0.00	£44.16
Water2Business (DD six mnthly)	AUTO-watering systems 2365915TUT - Wesley Ave; 02- Coal Truck Jubilee Green- 03- Jubilee Green- 04- Coal	£0.00	£0.00	£0.00	£0.00	£0.00	£227.16	£0.00	£0.00	£0.00
Water2Business (DD six mnthly)	NH Pavilion 70215504	£0.00	£0.00	£0.00	£0.00	£0.00	£222.94	£0.00	£0.00	£0.00
Youth Connect South West (Bacs quarterly)	Youth Work contract 1/4/23-31/3/25	£0.00	£2,843.06	£0.00	£0.00	£2,843.06	£0.00	£2,843.06	£0.00	£568.61
Information Commissioners Officer (DD)	Data Protection Fee (annual)	£0.00	£0.00	£0.00	£0.00	£40.00	£0.00	£0.00	£0.00	£0.00



## Parish Clerk

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**From:** Jayne Lewis <Jayne.Lewis@ycsw.org.uk>  
**Sent:** 13 December 2023 15:51  
**To:** Parish Clerk  
**Subject:** Inflationary increase to contract.

Dear Westfield Parish Council,

Youth Connect is in the process of setting budgets for the 2024/2025 financial year, looking at the how inflation has been acting this year and the continued cost of living increases we are predicting that we will need to increase our contract values by 5% this year to stay sustainable. Where we have an existing contract that continues into the new financial year, we are requesting that councils consider this request as per their contract and reply as soon as practical. Where a new contract is needed for the upcoming financial year, our new proposed rates will 5% increased.

The cost will increase from £11372.25 to £11940.86 per annum excluding VAT. A 5% increase of £568.16.

It's important that our service to you is financially sustainable to both parties and if this is a concern for you then please let me know and we can discuss further.

Kind regards,  
Jayne

**Jayne Lewis**

**Programme Manager – Youth Work**

Mobile : 07887 213513

Office : 01225 396980

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

*Our Vision: Inspiring youth services that young people want to be part of.*

Southside Youth Hub, Kelston View, Whiteway, Bath, BA2 1NR Registered Charity: 1186059

To view how we use your personal data please visit <https://www.youthconnectsouthwest.org.uk/policies>

## Parish Clerk

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**From:** Rachel Neenan <Rachel.Neenan@bathcollege.ac.uk>  
**Sent:** 12 December 2023 23:14  
**To:** Parish Clerk  
**Cc:** Sadie Potts  
**Subject:** Somer Valley Rediscovered - Waterside Valley

Dear Lesley,

I am the Curriculum Team Lead for Animal Science at Bath College Somer Valley campus(Radstock).

Last academic year, Miriam Woolnough and Phoebe Webster from Somer Valley Rediscovered, kindly gave a presentation to our Level 3 Animal Management students, about the Waterside Valley project, to support the Ecology, Wildlife & Conservation Unit of their programme. To achieve this Unit the students are required to work on habitat conservation projects, and I am very keen for this to be meaningful, with involvement from conservation groups, to help develop a deep interest in wildlife conservation/habitat management and the potential careers this may lead to.

Following discussions with Miriam and Phoebe, I was wondering whether Westfield Parish Council would consider allowing the College and the Animal Management students to work in the Waterside Valley as volunteers for Somer Valley Rediscovered.

Thank you in advance for your consideration,  
Kind regards  
Rachel Neenan

### **Rachel Neenan**

Curriculum Team Leader and Lecturer - Animal Science  
Landbased, Building Services & Motor Vehicle  
**Tel:** 01225312191 x359  
**Email:** [Rachel.Neenan@bathcollege.ac.uk](mailto:Rachel.Neenan@bathcollege.ac.uk)  
**Web:** [www.bathcollege.ac.uk](http://www.bathcollege.ac.uk)

My work day may be different to your work day. Please do not feel obligated to respond outside of your normal working hours.



### **Developing Skills – Inspiring Individuals – Encouraging All.**

Bath College has an extensive range of full-time and part-time courses and apprenticeships. For more details go to: [www.bathcollege.ac.uk](http://www.bathcollege.ac.uk)



**BOUNDARY AGREEMENT** made on \_\_\_\_\_ 2024

**Title Numbers**

**ST295843**

**ST381442**

**PARTIES**

**1. WESTFIELD PARISH COUNCIL**

The Oval Office, Cobblers Way, Westfield BA3 3BX  
As sole trustee for Westhill Gardens Recreation Trust

**(the Council)**

**2. WESTFIELD SPORTS & COMMUNITY CENTRE LIMITED**

Registered office 26 Glebelands, Westfield, Radstock BA3 3ST

**(the Club)**

**BACKGROUND**

- A. The Council is the registered proprietor the land at Westhill Recreation Ground, Westhill Road, Radstock registered with Title number ST295843.
- B. The Club is the registered proprietor of the land being Westhill Sports Club registered with Title number ST381442.
- C. The Council and the Clubs wish to define the legal boundary between the two parcels of land.

**IT IS AGREED BETWEEN THE COUNCIL AND THE CLUB :-**

- 1. That the legal boundaries between Title Numbers ST295843 and ST381442 are those shown on the plan prepared by mjw architects, job 0547, drawing 101, revision 3draft3, attached to this agreement.

2. Both parties will apply to the Land Registry for this agreement to be recorded against their respective titles and will use reasonable endeavours to answer any requisitions and will promptly inform the other when that has been completed.
3. Both parties will together use reasonable endeavours to mark the legal boundaries on the ground and maintain those markers

**EXECUTED** as a deed by the parties as the day and year first before written

Executed as a Deed by **WESTFIELD PARISH COUNCIL**

Authorised Signatory: .....

Name: .....

Authorised Signatory: .....

Name: .....

Executed as a Deed by **WESTFIELD SPORTS & COMMUNITY CENTRE LIMITED**

Acting by a Director .....

Name of Director.....

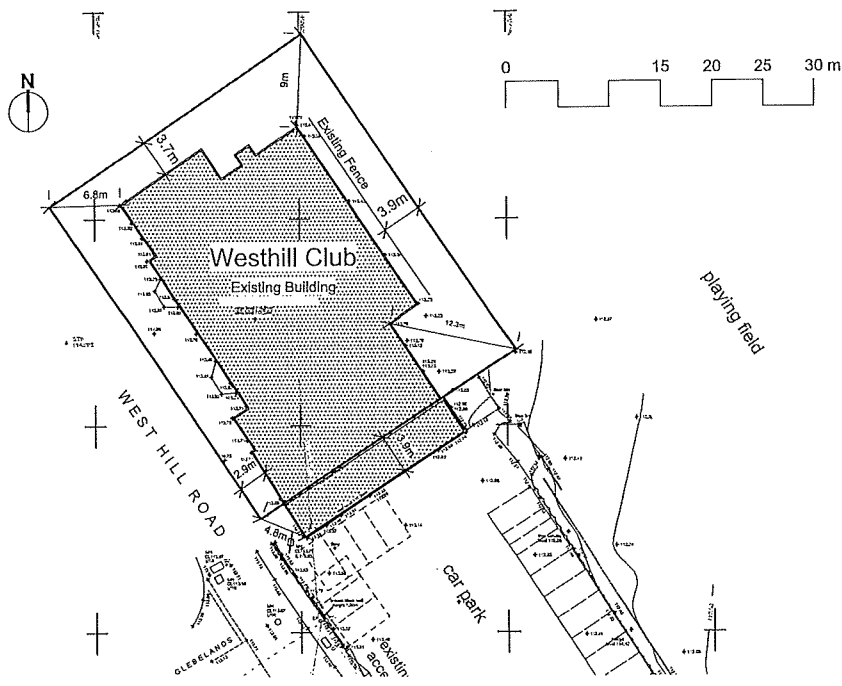
in the presence of :

Witness signature: .....

Witness name: .....

Witness address: .....

.....



notes / key:  
 ——— Land owned by Westhill Club

Land Registry		
<b>client:</b> Westfield Parish Council		
<b>project:</b> Westhill Club West Hill Road, Westfield Somerset BA3 3TE		
<b>title:</b> Existing Site Plan		
<b>date:</b> 01/11/23	<b>scale:</b> 1:500 @A4	
<b>job:</b> 0547	<b>drawing:</b> 101	<b>revision:</b> 3draft3
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