

# Westfield Parish Council



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Chairman: Cllr P Wilkinson Parish Clerk: Ms L J Close FSLCC

Established 2011

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

27th February 2024

**TO: (a) All Members of the Environment and Development Committee**  
Cllrs Diana Cooper (Chair), James Cradock, Geoff Fuller, Ron Hopkins (Vice Chair),  
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 11<sup>th</sup> March 2024 at 7pm at the Board Room, Oval Office, Cobblers Way, Westfield BA3 3BX.**

The meeting will consider the items set out below.

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 12<sup>th</sup> February 2024 (**Pages 1-4**)
4. **Neighbourhood Plan Review Working Group** Verbal update
5. **Planning applications for consideration (Page 5-6)**
6. **Planning decisions (Page 7)**
7. **Local Plan Options Consultation (Pages 8-10)**
8. **Recreation Ground – Norton Hill**  
Re-planting on the bank abutting the A367 following the removal of the Ash Trees in May.
9. **Recreation Ground – Westhill**  
Changing Rooms
  - Verbal update on the consultation with football teams 11/3/24 6pm-7pm
  - To add any further comments on the draft plans for the changing rooms
  - Asbestos removal – verbal update
10. **Waterside Valley**
  - Management of the Grassland
  - Management of the Overgrown Hedge
  - Permissive access – meeting with the church
  - Request for eco friendly benches (**Page 11**)
11. **Speed Indicator Devices on the A367** – verbal update
12. **Events**
  - D-Day 6<sup>th</sup> June 2024 – silhouette of a soldier – verbal update.
  - Easter Egg hunt – March/ April – verbal update
  - 30 Days Wild – June – verbal update
  - Love Parks week – July/ August – verbal update
13. **Creating Town or Parish Nature Action Plan**

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. **Quotes**

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)**

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.

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

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

Westfield Parish Council

**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

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

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

**Westfield Parish Council Planning Applications – MARCH 2024**

Date Rec'd	App No	Applicant	Location	Case Officer	Proposal	Response By
19.02.2024	24/00572/TCA	Mr Andrew Robinson	56 Welton Road	Jane Brewer	2no. Ash – reduce to the height of approx. 3m. 2no. Leylandii and Sycamore – remove	11.03.2024

Indicates application received since agenda printed

## Deputy Clerk

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**From:** Mark Cassidy <Mark\_Cassidy@BATHNES.GOV.UK>  
**Sent:** 26 February 2024 17:38  
**To:** Deputy Clerk  
**Subject:** FW: 24/00572/TCA - Consultation Request

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi Tracey

Thank you for this.

I have currently agreed to amend the work specification to this case as the applicant hasn't really been given good advice

I will amend the spec to being

Ash x 2 - Pollard both trees to 3m in height (both are infected with Ash Die Back and one is tight adjacent a neighbours property) - in light of the ADB I am happy that this is reasonable

Sycamore - Crown reduce by 3m (not 10m)

Leylandii - no works agreed at this time as waiting to get an arborist to inspect them for him

There is a leaning tree (drawn up) between the leylandii however that he'd like to remove.

I will clarify this on the planning case as plan to visit to see it for myself (and yes your response is fine for 12/03 - I'll have clarified the latter point by then)

Best wishes

Mark

Mark Cassidy

Arboricultural Officer – Planning and Conservation Development Bath and North East Somerset Council

Telephone: 01225 396811

Email: mark\_cassidy@bathnes.gov.uk

[https://linkprotect.cudasvc.com/url?a=https%3a%2f%2fwww.bathnes.gov.uk&c=E,1,t37\\_UNH0DdXRyaNFa3OrP1pu6lOrsB3qA92bpjfQBVbLij4umAW8Uq4hLxqWhrgGE3\\_8Kdm\\_rRIL6O9wp\\_EGWAgnZ5MxDHI8RO2vSU0lxBM,&typo=1](https://linkprotect.cudasvc.com/url?a=https%3a%2f%2fwww.bathnes.gov.uk&c=E,1,t37_UNH0DdXRyaNFa3OrP1pu6lOrsB3qA92bpjfQBVbLij4umAW8Uq4hLxqWhrgGE3_8Kdm_rRIL6O9wp_EGWAgnZ5MxDHI8RO2vSU0lxBM,&typo=1)

\*Please note that I work part time in this role – I work alternate weeks of Mon-Tues & Mon-Weds.

Improving People's Lives



**Westfield Parish Council Planning Decisions – MARCH 2024**

<b>Date Rec'd</b>	<b>App No</b>	<b>Applicant</b>	<b>Location</b>	<b>Case Officer</b>	<b>Proposal</b>	<b>BANES Decision</b>
22/02/24	23/04204/FUL	Mr Dean Broadway	1 Valley View Upper Court	Kirsty Pratt	Erection of single storey side extension and associated work.	PERMIT
26/02/24	23/04286/FUL	Mr R Thomer	Aviemore Fosseway	Izzy Daone	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)	PERMIT
26/02/24	24/00157/SOLPA	Mr Dobson	Bridges Electrical Engineers Ltd Unit 8 Second Avenue	Kirsty Pratt	Prior approval request for the installation of 728No. roof mounted solar PV panels with total installed capacity of 323.96kWp	APPROVE

Indicates decision received since agenda printed

## Parish Clerk

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**From:** Alice Barnes <Alice\_Barnes@BATHNES.GOV.UK>  
**Sent:** 21 February 2024 15:41  
**To:** Parish Clerk  
**Cc:** George Blanchard  
**Subject:** RE: Local Plan Options Consultation

Hi Lesley

I have been passed your email from George Blanchard.

The current local plan consultation is an options consultation where we are exploring all options for development, no sites will be allocated until the draft plan stage.

Within the Somer Valley chapter a number of non-strategic and potential small sites have been proposed. This includes the land within Westfield, WF1. The map included in the options document does not yet include a site outline as this would be refined at the draft plan stage if the site was to be allocated.

It would be good to have the views of the parish council on this. For example if you think this is a good site for development or where you think development should be located.

I would encourage you to comment on the options document and have attached a link to the relevant webpage.

<https://beta.bathnes.gov.uk/local-plan-options/non-strategic-sites-and-potential-smaller-site-allocations>

Kind regards

Alice Barnes

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**From:** Parish Clerk <parishclerk@westfieldparishcouncil.co.uk>  
**Sent:** Monday, February 19, 2024 12:17 PM  
**To:** George Blanchard <George\_Blanchard@BATHNES.GOV.UK>  
**Cc:** Deputy Clerk <deputyclerk@westfieldparishcouncil.co.uk>; Admin Assistant <adminassistant@westfieldparishcouncil.co.uk>  
**Subject:** RE: Local Plan Options Consultation

Thank you for this George – to help my own understanding, there does not appear to be a legend on the map – has all the land with blue diagonal stripes been allocated for housing? Or is the part edged in yellow on your map (WF01) the only part allocated for housing?

Many thanks for your help in this and kind regards,

*Lesley*

Lesley Close  
Parish Clerk

Westfield Parish Council  
The Oval Office  
Cobblers Way  
Westfield BA3 3BX

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

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**From:** George Blanchard <[George\\_Blanchard@BATHNES.GOV.UK](mailto:George_Blanchard@BATHNES.GOV.UK)>

**Sent:** 15 February 2024 16:06

**To:** Parish Clerk <[parishclerk@westfieldparishcouncil.co.uk](mailto:parishclerk@westfieldparishcouncil.co.uk)>

**Cc:** Alice Barnes <[Alice\\_Barnes@BATHNES.GOV.UK](mailto:Alice_Barnes@BATHNES.GOV.UK)>; Admin Assistant

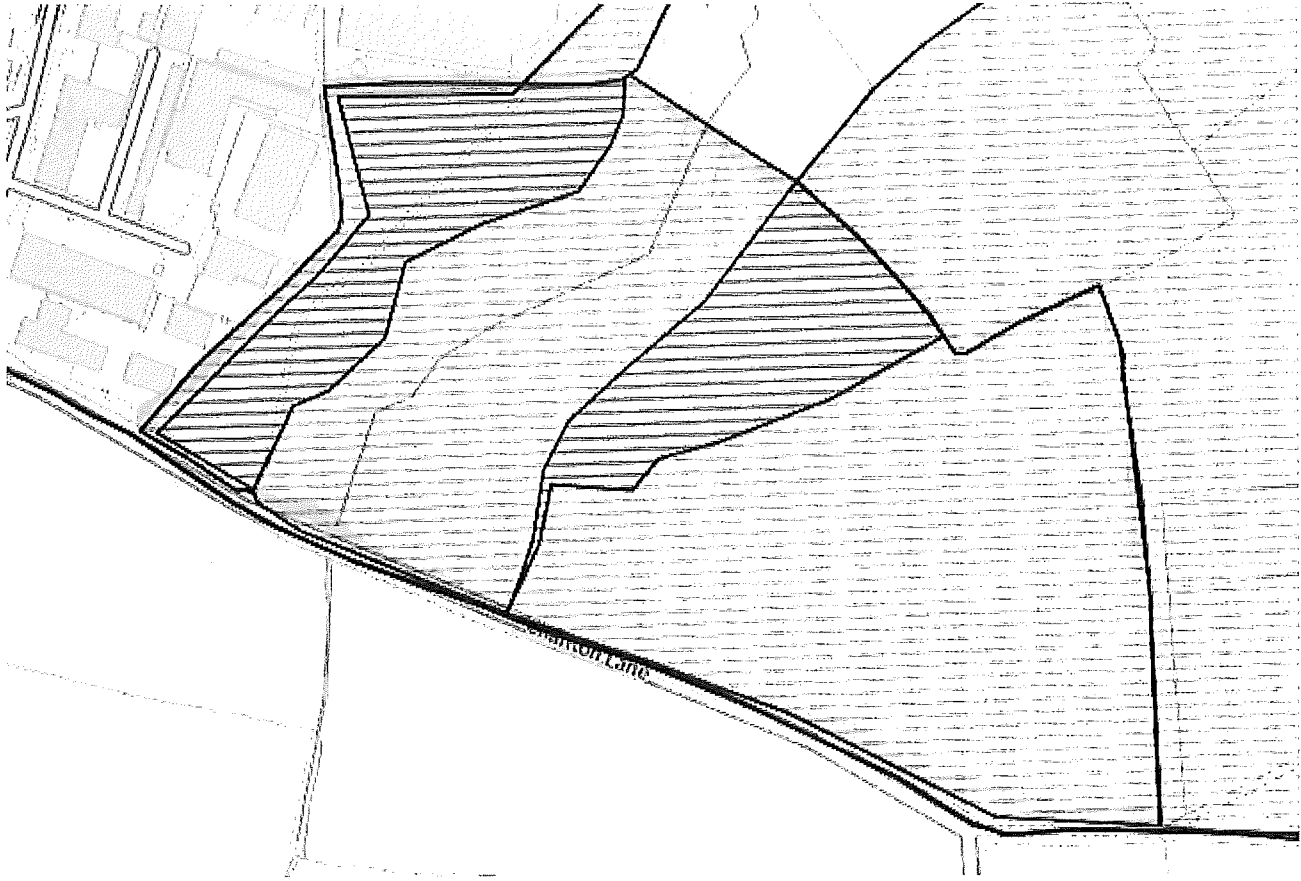
<[adminassistant@westfieldparishcouncil.co.uk](mailto:adminassistant@westfieldparishcouncil.co.uk)>; Deputy Clerk <[deputyclerk@westfieldparishcouncil.co.uk](mailto:deputyclerk@westfieldparishcouncil.co.uk)>

**Subject:** RE: Local Plan Options Consultation

Hi Lesley

The WF01 is one of the HELAA sites – I think we spoke about it recently/late last year. Here is a link to the interactive [HELAA map showing the location](#) – there are a few intersecting sites in this area so have highlighted it in the screenshot below (sorry for the slightly low quality drawing!)

I've copied in Alice, as the Somer Valley lead, you have further questions on this



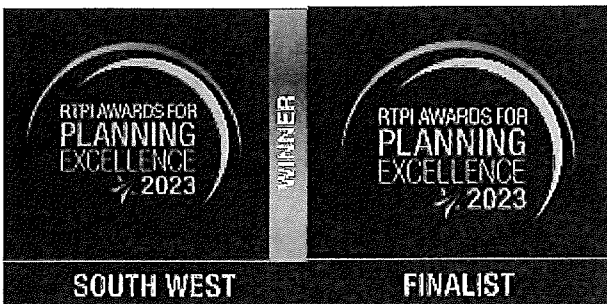
Thanks

George

George Blanchard  
Planning Officer - Planning Policy  
Bath and North East Somerset Council  
Tel. 01225 477684  
Email: [george\\_blanchard@bathnes.gov.uk](mailto:george_blanchard@bathnes.gov.uk)

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*RTPI (SW) Planning Authority of the Year 2023 - Winner  
RTPI (SW) Award for Planning Excellence 2023 – Winner  
RTPI Planning Authority of the Year 2023 – National Finalist*



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[www.twitter.com/bathnes](https://www.twitter.com/bathnes)

**Parish Clerk**

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**From:** Phoebe Webster <Phoebe\_Webster@BATHNES.GOV.UK>  
**Sent:** 16 February 2024 15:33  
**To:** Council  
**Subject:** Youth Connect South West Waterside Valley

Hi Lesley,

I hope you are well 😊

The Saturday bushcraft sessions with Youth Connect South West have been going really well in the valley and their last session is tomorrow. They are very keen to do another 6-weeks and I wondered what your thoughts were on this?

They have also asked 'How would you feel about some eco-friendly Benches being built in a few places in the valley? Or some archways/entrance for the bridges?' I'd need to discuss this with Sam (Youth Connect SW), but I wanted to check in with you first, I think Benches would work best, but if there are already plans in motion, I don't want to tread on anyone's toes! 😊

I look forward to hearing from you.

Best wishes,  
Phoebe

Phoebe Webster (*she/her*)  
**Somer Valley Rediscovered Project Officer**  
Green Transformation Service  
Bath & North East Somerset Council  
Mobile: 07974045173  
Telephone: 01225 477 731  
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