

WESTFIELD PARISH COUNCIL

Minutes of the Meeting of the Council held at the Oval Office,
St Peters Business Park, Westfield on
Monday 5th March 2012 commencing at 7.00 pm

Present: Vice Chair: Cllr G Fuller
Councillors: R Baber, A Clarke, S Hamilton, R Moss,
E Newman, T Pack, S Russell, B Wallbridge
and P Wilkinson

In Attendance: Mrs L J Welch (Parish Clerk)
Mrs B Burrige (Administrative)

150. Apologies for Absence

Apologies were received from Cllr. Appleyard who was on holiday.

151. Declarations of Interest

Councillor T Pack declared a personal interest in Item 160 Feasibility Study on the future office at Westfield Parish Council as a member of Westhill Sports & Social Club.

152. Minutes of the Parish Council Meeting – 6th February 2012

Resolved: That the Minutes of the Parish Council Meeting held 6th February 2012 be signed as a correct record.

153. Matters arising from the minutes for reporting only

There were no matters arising from the minutes.

154. Committee Reports

- Resolved:**
- a) That the Minutes, Confidential Minutes and recommendations contained therein of the Finance and Personnel meeting held on 13th February 2012 be noted.
 - b) That the minutes and recommendations contained therein of the Environment and Development meeting held on 13th February 2012 be noted.

Minutes are draft until agreed at the next meeting.

Signed Dated

Westfield Parish Council

155. Chairman's Report

There was no Chairman's Report at this time.

156. Bath and North East Somerset Councillors' report

Cllr Robin Moss reported that the main topic of Bath and North East Somerset Council's meeting was the Budget. They have kept their Budget at 0% in line with most other Councils as it enables them to collect a bonus from the Government for keeping it at 0%. In the last few years they have been paying for the Bath Spa but now they receive a £5 m in revenue. The projections for next year are not good as there will be cuts in services.

£1.2 m will be spent over the next couple of years towards affordable housing for the homeless and for those with inappropriate housing which will save on Bed and Breakfasts.

The proposal to cut mobile libraries was withdrawn.

157. Environment and Development Committee

Members considered Cllr Bryan Wallbridge's membership of the Environment and Development Committee.

Resolved: That Cllr Bryan Wallbridge becomes a member of the Environment and Development Committee.

158. Finance and Personnel Committee Recommendations:-

A discussion ensued on the Queen's Diamond Jubilee. Cllr Fuller is looking into the provision of flag poles by a local company. Members asked if quotes were available for Jubilee Mugs and were advised that these will be included in next week's Finance and Personnel Committee Meeting. It was felt that Fosseway and Westfield Primary Schools should receive a mug. Members asked that the Parish Clerk contact the Headteachers to check that they were not giving out Jubilee Mugs and to ascertain the catchment area for pupils.

158.1 Press and Media Policy

Members considered the draft Press and Media Policy.

Resolved: That the Press and Media Policy be adopted.

158.2 Complaints Procedure

Members considered the introduction of a Complaints Procedure Policy.

Resolved: That the Complaints Procedure Policy be adopted.

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Signed Dated

Westfield Parish Council

158.3 Grants 2012/13 Criteria for Funding

Members considered the criteria for Grant Funding.

Resolved: The Grants criteria for funding be agreed, specifying that Grants of up to £1,000 (with higher amounts available in exceptional circumstances) are available to support charitable or voluntary activities for organisations who operate in Westfield.

158.4 St. Nicholas Church, Radstock

Members considered St Nicholas Church funding request.

Resolved: 1) That the Council do not commit to any long term funding agreement with St Nicholas Church, Radstock;

2) That an amount of £1,500 be granted as a donation from the 2012/13 Budget with any further donations being considered on an annual basis. This grant is made under S.137 of the Local Government Act 1972.

159. Outside Bodies

159.1 An invitation for a representative on the BEMS Patients Forum had been received.

Resolved: Cllr Newman will represent Westfield Parish Council on the BEMS Patients Forum on Wednesday 8th March.

159.2 There was no feedback reports from representatives on Outside Bodies.

160. Feasibility Study on the future offices at Westfield Parish Council

Cllr Moss explained the reason for the feasibility study. From the Alcan site planning consent there is an amount of £455,000 Section 106 monies and in that planning agreement this would go towards employment opportunities, due to jobs lost since the factory closed. This money could be invested in an employment hub, office space for start up businesses and existing businesses.

For this reason a feasibility study was requested to see if Westfield could produce an employment hub. If there was an opportunity for building a combined civic and business space within the parish as well as the possibility of office space for start up businesses, there would be the potential of income from this of between £20,000 - £25,000, per annum.

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Westfield Parish Council

If we are to have our own civic building then this is the first indication of what costs would be. To take this further we need to set up a Steering Group.

Resolved: That a Steering Group be made up of the following who will report back to Council:-

The Chair
Cllr R Moss
Cllr S Russell
Cllr B Wallbridge
Cllr S Hamilton

That membership of the Steering Group be reviewed at the Annual General Meeting.

The Meeting finished at 7.34 pm.

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Signed Dated