

WESTFIELD PARISH COUNCIL

Minutes of the Meeting of the Council held at the Boardroom, The Oval Office,
Cobblers Way, Westfield on
Monday 5th June 2017 commencing at 7.00pm

- Present:** Chair: Cllr G Fuller
Cllrs: D Cooper, E Jackson, B Wallbridge and P Williams
- Attending:** Lesley Welch, Clerk, Tracey Stephens, Admin Assistant
- Absent:** Cllrs: A Butcher, K Docherty, J Honess, R Hopkins, L Mansell
and P Wilkinson

Cllr Cooper reported a distressing case of a young man with autism. Cllr Jackson is to make enquiries within BaNES about how to proceed.

Before the meeting started the Council observed one minutes silence for the passing away of a former Westfield Councillor, Anne Clarke, and the recent situation in Manchester and London.

36. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs Honess, Hopkins, Mansell and Wilkinson.

37. DECLARATIONS OF INTEREST AND DISPENSATIONS

Cllr Jackson reported an interest in item 10 – Consultation on the new park for Midsomer Norton – as a member of the Development Management Committee at BaNES

38. MINUTES OF THE ANNUAL PARISH COUNCIL MEETING – 2nd May 2017

Resolved: the minutes of 2nd May 2017 were agreed and signed as a correct record.

39. COMMITTEE REPORTS

(a) Environment and Development Committee – 8th May 2017

Resolved: That the Minutes of the Environment and Development meeting held on 8th May 2017 be noted.

(b) Finance and Personnel Committee – 17th May 2017

Minutes are draft until agreed at the next meeting.

Signed Dated

Westfield Parish Council

It was noted that the minutes showed Cllr Pat Williams as elected Chair, when she is elected Vice Chair.

Resolved: That the Minutes of the Finance and Personnel meeting held on 17th May 2017 be noted, with the change made.

40. APPROVAL OF ANY ITEMS OF £5,000 AND CONSIDERATION OF ANY VIREMENT

There were no items over £5,000 for approval.

41. ANNUAL PARISH MEETING

The minutes of the Annual Parish meeting on 24th April were noted.

42. ANNUAL REVIEW OF THE CCTV POLICY

Resolved: That the CCTV policy be agreed.

43. ANNUAL REVIEW

Resolved: That the Annual Review be agreed with the addition of a mention of Westfield Primary School receiving an outstanding award from It's Your Neighbourhood.

44. SHAKESPEARE ROAD PLAY AREA

Cllr Jackson proposed Council applies for CIL money to get the park updated, Cllr Wallbridge seconded.

Resolved: to apply for CIL money for the play park at Shakespeare Road.

Cllr Jackson to supply the forms

45. CONSULTATION ON THE NEW PARK FOR MIDSOMER NORTON

Resolved: to respond outlining (1) concerns about the area being DDA compliant and being open to the whole community; (2) given the topography of the area sound will travel to Westfield, the Parish Council would therefore like to be fully consulted on noise levels on events at the park; (3) requesting that light levels be considered in respect of wildlife and specifically in relation to the bat corridor running between Midsomer Norton and Westfield.

The consultation is a public consultation and Councillors were encouraged to respond on an individual basis.

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46. ANNUAL GOVERNANCE STATEMENT 2016-17

The Parish Council considered the Annual Governance Statement in detail.

Resolved: That the Annual Governance Statement 2016-17 be agreed and signed by the Chair.

47. ACCOUNTING STATEMENTS 2016-17

The Annual Accounting statement was considered.

Resolved: That the accounting statements be approved and signed by the Chair.

48. ANNUAL INTERNAL AUDIT REPORT

The Annual Internal Audit report was noted.

49. ANNUAL ACCOUNTS 2016 17

Resolved: To agree the annual accounts 2016/17.

50. INTERMEDIATE REVIEW SUPPORTING INFORMATION ON TRUSTS

Resolved: That the supporting information on Trusts be agreed and signed by the Chair.

51. WESTFIELD NEIGHBOURHOOD PLAN WORKING GROUP

The minutes of the meeting on 30th May were distributed and noted.

52. CREATING COMMUNITY IDENTITY

Cllr Cooper reported very positive comments from Norton Hill Recreation Ground, where there are lots of different activities on a Tuesday evening, including the boules.

The area around Westhill Club is to be entered into Britain in Bloom.

Resolved: Cllr Jackson to invite Chief Executive of Curo, Victor Da Cunha to visit the area around the shops in Westfield and talk about updating them.

53. OUTSIDE BODIES REPORT

Resolved: Cllr Wallbridge to be nominated to apply as the Parish Rep on the Standards Committee

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Westfield Parish Council

Mardons: CCTV is proving an asset. More vandalism was recorded and the culprits apprehended.

Radstock Museum: Continuing to update successfully.

SWAN: have advised that they would not require a representative from Westfield Parish Council in case that reflected a conflict of interest when it came to providing grants

54. PRESS

The position of councillors talking to the press was clarified. Councillors were advised to check the policy of the Council before contacting the press.

55. FREDERICKS FOUNDATION

An update was given by Cllr Jackson. There is now a sum of money available, for which Council has to apply with reference to a specific project.

Resolved: Cllr Jackson to formulate a proposal for funding for the Community Centre.

56. CHAIRMAN'S REPORT

Cllr Fuller relayed a message from Vice Chair, Cllr Hopkins, thanking everyone involved for their input into what was a very successful Fun Day. Cllr Fuller added his thanks. He reported the attendance of Cllr Cherry Beath, Chair of BaNES.

The hanging basket brackets have all now been load tested and baskets can go up.

The Fun Fair was very successful with hardly any complaints and the ground was left in a perfectly satisfactory condition, enabling Council to return the bond this year.

57. B&NES COUNCILLOR'S REPORT

Cllr Jackson offered her thanks to Cllr Fuller for his support with various matters recently. She maintained that it is invaluable to have the support of the Chair of the Parish Council and the office in her B&NES work. She pointed out her monthly surgery at Trinity Methodist Church on the first Friday of each month at 10.30am. Cllr Fuller asked Councillors to attend if possible to show support.

There is a new Director of Health, Bruce Lawrence, who is anxious to engage with Parish Councils. He reports to the Health and Well Being Committee.

Resolved: Cllr Jackson to invite Bruce Lawrence to Westfield.

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Curo are looking for somewhere to manufacture the prefab units that they are going to use for housing. Cllr Jackson pointed them in the direction of Westfield Industrial Estate.

Cllr were asked to think of ideas for use of Ward Member's initiative funding that Cllr Jackson still has access to. It was suggested that waymarker signs for the Heritage Trail be funded this way.

Parking and signage at Westfield Industrial Estate was still something that Cllr Jackson is concentrating on.

The meeting closed at 8.35pm.

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Signed Dated