

Westfield Parish Council

Minutes of the Environment and Development Committee Meeting held at the Oval Office, St Peters Business Park, Westfield on Monday 8th June 2015 commencing at 7pm

Present: Cllrs B Wallbridge (Chair), A Butcher, D Cooper, K Docherty, G Fuller, R Hopkins, E Jackson, R Moss

Also attending: Cllrs Seaman-Moss, Wilkinson and Williams
Julie O'Rourke (BANES Planning Officer)
Mrs E Merko (Finance Officer)
Mrs T Stephens (Admin Assistant)

There was one member of the public present.

The meeting opened at 7pm.

All Councillors joined the meeting for a minute's silence in memory of Emma Welch, daughter of the Clerk, who had died the previous week. Chair of the Council, Cllr Moss thanked all Councillors for attending. The family had asked for donations to Brain Tumour Research in lieu of flowers and it was asked that the link to the Just Giving page be circulated. Cllr Moss confirmed that measures were in place to support the office in Lesley's absence. All Councillors offered their support to the office staff. It was agreed that there were reserves to pay additional staff should this be needed.

Cllrs Fuller, Moss, Seaman-Moss and Wilkinson left the meeting.

22. Apologies for absence

Apologies for absence were received and accepted from Cllrs G Fuller and R Moss.

23. Declarations of Interest and dispensations

Cllr Jackson declared an interest in item 4: Roads: as a B&NES Councillor who since 2007 had been a member of the Development Control Committee having dissented from the approval of the planning permission for the road system, and, since 2005, as Secretary of the Meadow View Residents (Radstock) campaigning against it.

24. Minutes of the last meeting

The minutes of the meeting held on 18th May 2015 were agreed as a true record and signed by the Chairman.

25. Roads

The Committee discussed the new road layout in Radstock and the impact which had been felt in Westfield. Cllr Hopkins intended to push for a residents's survey of pollution by Bath College. Following discussion of the matter with MP Jacob Rees-Mogg the councillor had been trying to arrange a meeting with the

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Head of Road System Management at BaNES and would continue to look to arrange this. Other Councillors were invited to join the meeting. Cllr Jackson reported that she was in the process of arranging a meeting between the Radstock traders, Leader of the Council, Cllr Tim Warren and Councillor for Planning, Cllr Gerrish. It was suggested that Westfield traders and Councillors should be invited to the meeting too.

- Resolved:**
1. that Cllr Jackson pursue the planned meeting for traders and make a recommendation to Full Council;
 2. that Cllr Hopkins would report back on the planned meeting with BaNES

26. Neighbourhood Plan

The Chairman welcomed Julie O'Rourke, Planning Officer from BaNES to talk about the next steps in the Neighbourhood Plan process.

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.

The Committee discussed the three quotes for Consultants for the Neighbourhood Plan and asked Julie O'Rourke for advice. It was advised that Julie and her colleague could offer a great deal of support in the form of templates and step-by-step guides.

It was agreed that it was appropriate for the press and public to return.

It was suggested that the next step would be for a questionnaire to be drawn up to gauge public aspirations for the Community. A sub-Committee for the Neighbourhood Plan was agreed consisting of Cllrs Jackson, Butcher, Docherty and Hopkins to take this forward.

- Resolved:**
1. that none of the consultation quotes be accepted but to develop the Plan with the help of Julie O'Rourke;
 2. that a sub-Committee to take forward the Neighbourhood Plan be formed;
 3. that the sub-Committee meet with Julie O'Rourke to discuss a consultation questionnaire;
 4. that the Committee report back to the next meeting of E&D.

27. Planning Applications for consideration

There were no objections to the planning applications below:

15/02192/TVA	Mr Chris Griffiths	Khandalla, Welton Road	1 x Sycamore – reduce crown by up to 3 metres
15/02086/FUL	Linden Ltd	The Mardons Building, Nightingale Way	Installation of ventilation equipment/plant adjoining the northern elevation of the community building

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28. Planning Decisions

There were no planning decisions to note.

Cllr Jackson reported that there would be a Planning Inspector's Enquiry in Radstock on 14th July concerning the demolition of St Nicholas school.

Resolved: to publicise the Planning Inspector's Enquiry meeting on the website and Twitter.

29. Events – Fun Day 7th June - feedback

The Committee discussed the Fun Day on 7th June. It was too early for full feedback, but it had been a very successful event – the best so far.

Resolved: to discuss the Fun Day in more detail at the next meeting.

30. Annual Tree Report

The Committee discussed the quote for tree works, as outlined in the Annual Tree Report at the last meeting. Councillors were concerned that unnecessary felling was recommended by BaNES.

Resolved: 1. to arrange site visit with BaNES Tree Officer, Cllrs Jackson and Cooper;
2. to approve the urgent tree works.

31. Chairman's badge of office

It was reported that costings and images were still awaited and would be reported at the next meeting.

32. Community Payback Scheme

The Committee discussed an invitation from the Community Payback Scheme to use the service.

Resolved: 1. to ascertain what the contribution cost might be;
2. to bring suggestions to the next meeting of the Council.

33. Nightingale Way Footpath Sign

Cllr Cooper raised the issue of footpath signage in Nightingale Way as there were currently no signs.

Resolved: to ask BaNES if they can provide signage for the footpaths in Nightingale Way.

34. Grass cutting in Westfield

The Committee noted strong complaints from residents about the state of the grass cutting in Westfield. The three-week cutting cycle making the area look uncared for and unkempt; the uncut grass allowing increasingly more weeds, which seed in the grass and the surroundings and once the grass had been cut the large amount of cuttings still making the area look untidy. Enquiries had

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been made into whether BaNES would make a grant to the Parish Council for arranging the cutting itself but it seemed that there was no precedent for this.

Resolved: to investigate the cost of paying a sub-contractor to carry out grass cutting works on the main roads every three weeks, in between BaNES' cuttings.

35. Spending of unbudgeted income at Norton Hill Recreation Ground

The Committee noted £1020 unbudgeted income which had arisen from the hire of the grounds for the Fun Fair. It was noted that the Fun Fair had suggested that they would pay for, or contribute to the cost of the installation of a gate within a new fence.

Resolved:

1. that a recommendation be made to the Norton Hill Trust that the funds be spent on installing a new fence and gate at the Pavilion end of the ground;
2. that the Fun Fair be given the quote for a gate and asked if they still wished to contribute.

36. Allotments Update Report

The Committee received the report from WAGS. It was noted that representatives from WAGS would attend the September meeting to give feedback on flower displays. Concern was expressed regarding the feeding of the hanging baskets. There had been a delay in the installation of the automatic watering systems to the hanging basket trees but it was understood that this would be installed by Friday.

Resolved: to obtain a quote from The Head Groundsman for installation of an automatic feeder within the automatic watering systems.

37. Items for the next agenda

- Flower displays – acknowledgement for donations to the displays.
- Community vehicle
- Feedback on Fun Day
- Grass cutting – to advise on the cost of extra cutting
- Neighbourhood Plan sub-Committee report
- Roads – to report back on a meeting with Jacob Rees-Mogg and Highways

The meeting closed at 8.38pm

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Signed **Dated**