

## WESTFIELD PARISH COUNCIL

Minutes of the Meeting of the Council held at the Boardroom, The Oval Office,  
Cobblers Way, Westfield on  
Monday 4<sup>th</sup> March 2019 commencing at 7.00pm

**Present:** Chair: Cllr G Fuller

Cllrs: A Butcher, D Cooper, J Honess, R Hopkins (Vice Chair), E Jackson, L Mansell, B Wallbridge, P Williams and P Wilkinson

**Attending:** Lesley Close, Parish Clerk;

**Absent:** Cllr: K Docherty

### 166. APOLOGIES FOR ABSENCE

There were no apologies for absence.

### 167. DECLARATIONS OF INTEREST AND DISPENSATIONS

- Cllr Jackson declared an interest in item 12. Creating Community Identity as she had nominated a candidate

### 168. MINUTES OF THE PARISH COUNCIL MEETING – 4<sup>th</sup> February 2019

**Resolved:** The minutes of 4<sup>th</sup> February 2019 were agreed and signed as a correct record.

### 169. COMMITTEE REPORTS

#### (a) Environment and Development Committee – 11<sup>th</sup> February 2019

In relation to minute item 137 (1) a draft letter from solicitors to NorWest Bowls club was circulated. Some changes were agreed.

In relation to minute item 15 event, it was noted that the Premises Licence for Fun Day was to go to a Licensing Hearing. There would be a meeting with the Police beforehand to agree the controls for this event.

**Resolved:** (1) to respond to the solicitor with the changes required and authorise them to then send the letter to NorWest Bowls.

Minutes are draft until agreed at the next meeting.

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

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(2) That the minutes of the Environment and Development meeting held on 11<sup>th</sup> February be noted.

**(b) Finance and Personnel Committee – 20<sup>th</sup> February 2019**

**Resolved:** That the minutes of the Finance and Personnel meeting held on 20<sup>th</sup> February be noted.

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

There were no items over £5,000.

**171. WESTFIELD'S GREEN AND OPEN SPACES WORKING GROUP**

The Working Group had met that evening. Cllr Hopkins as Chair of the Working Group reported on the discussions and asked Councillors if they had any ideas on a good way to use our green and open spaces to contact the Clerk. A funding bid for the enhancement of the Roman Road footpath and the feasibility study for the stand alone pavilion at Westhill Recreation Ground had been agreed pending costings.

**172. OWNERLESS LAND**

Cllr Butcher arrived at 7:20pm

The Chair asked all Councillors to comment on the recommendation from the Environment and Development committee taking into account the accompanying documents provided by the Clerk.

Cllr Hopkins proposed that the recommendation be accepted and the vote was unanimous in favour.

**Resolved:** (1) to agree the recommendation of the Environment and Development Committee take on the maintenance of the amenity land at May Tree Road, Holly Walk, Chestnut Close and Cherry Tree Close given that the following items had been received and found acceptable. (1) the BANES risk assessment for amenity areas; (2) the advice from Zurich on the liabilities of maintaining the land other than public liability; (3) supplementary advice from Thatcher and Hallam on unforeseen items for consideration.

(2) to accept the quote from BaNES of £1208.76 for 6 cuts per annum of the land listed above and ask BaNESI to add it to their annual program.

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

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(3) to accept the quote for increased public liability for the land in the amount of £168.

(4) to write to the residents affected advising of the decision.

**173. LARCH COURT ALLOTMENT**

It was reported that the transfer of land is still not quite complete.

**174. GDPR: EMAILS AND FILE STORAGE**

The quotes from Apollo were considered to provide G Suite accounts for Councillors and the office staff. It was noted that it wasn't clear whether ownership of the Councillors' accounts sits within the Parish Council

**Resolved:** to ask the whether the Councillors' accounts would sit within the protection of the office account and to bring the answer back to the next meeting.

**175. FEASIBILITY STUDY FOR A STAND ALONE PAVILION AT WESTHILL RECREATION GROUND**

It was advised that at the Green and Open Spaces meeting that had preceded the Parish Council meeting it was agreed that Council should contact planning at BaNES before going to the expense of a feasibility study.

**Resolved:** (1) to contact BaNES planning officers to have a discussion about the project  
(2) to approach the preferred contractor to get further information on previous projects that he has managed and to ask him to increase his professional liability

**176. CREATING COMMUNITY IDENTITY**

The nominations for the Inspirational Citizen Award were considered and a vote was taken.

**Resolved:** to offer the award to Martin Bates of WAGS.

A letter from Royal Mail has been sent to all residents of Westfield advising that their postal address should be Westfield, Radstock and not Midsomer Norton, Radstock, or just Radstock. Residents have been offered the opportunity by Royal Mail to object to this if they feel it is not acceptable. Some Councillors reported that a few people had complained to them that they didn't want their address changed.

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

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**177. OUTSIDE BODIES REPORTS**

**Mardons:** Cllr Cooper reported that there are still problems with water leaking into the building. She is to meet an enforcement officer from BaNES next week to establish further action against Linden Homes.

**Radstock museum:** It was noted that Cllr Fuller had attended an event where HRH Countess of Wessex was the guest of Radstock Museum and RADCO.

**178. CHAIRMAN'S REPORT**

Cllr Fuller reported that members of Bath Ramblers Association are doing some voluntary work along the path at Waterside. This was initiated by Sheila Petherbridge of BaNES and thanks were offered to her for this. He also reported that he had attended an event at Radstock museum to commemorate 150 years of RADCO and 20 years of Radstock museum, where HRH Countess of Wessex was the guest of honour.

**179. B&NES COUNCILLOR'S REPORT**

Cllr Jackson reported on

- The budget had been passed in BaNES. There is to be a 2.9% increase in Council tax
- Ward members initiative money will no longer be available in the next financial year.
- She had been visited by some people concerned about the parking situation on Longfellow Road and Wesley Avenue

A question was asked about the Joint Local Transport Plan and any local consultations. There are two consultations: in Keynsham and in the Guildhall

Cllr Mansell left the meeting at 8:15pm

**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.**

**180. INSTALLATION OF HANGING BASKETS AT ELM TREE AVENUE SHOPS**

A quote was circulated from Oakus for the installation of the hanging basket trees and watering system at the shops at Elm Tree Avenue.

**Resolved: (1)** to accept the quote from Oakus of £5019.00 to install the hanging basket trees, dig trenches and install the watering system

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

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and place bollards in front to prevent damage from vehicles. The automatic watering system would be re-used from the shops.

**(2)** to accept the quote from Plantscape for £2,450.00 for four hanging basket trees

The meeting closed at 8.20pm.

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