

## WESTFIELD PARISH COUNCIL

Minutes of the Meeting of the Council held at the Oval Office  
Monday 5<sup>th</sup> June 2023 commencing at 7.00pm

**Present:** Chair: Cllr P Wilkinson  
Cllrs: D Cooper, G Fuller, J Honess, R Hopkins and P Williams  
**Attending:** Lesley Close, Parish Clerk and Tracey Stephens, Deputy Clerk

**32. To receive the declaration of acceptance of office of Chair**

**Resolved:** the declaration of acceptance of office of Chair had been received from Cllr Wilkinson.

**33. Co-options**

There had been no applications for co-option.

**34. Apologies for absence and to consider the reasons given**

Apologies for absence were received from Cllrs Jackson, Millard and Moss.

**35. Declarations of interest and dispensations**

There were no declarations of interest.

**36. Minutes of the Parish Council meeting – 15<sup>th</sup> May 2023**

**Resolved:** the minutes of 15<sup>th</sup> May 2023 were agreed and signed as a correct record.

**37. Committee and Working Group reports**

**(a) Environment and Development Committee – 22<sup>nd</sup> May 2023**

The minutes of the Environment and Development Committee meeting of 22<sup>nd</sup> May 2023 were noted.

**(b) Finance and Personnel Committee – 24<sup>th</sup> May 2023**

The minutes of the Finance and Personnel Committee meeting of 24<sup>th</sup> May were noted.

Minutes are draft until agreed at the next meeting.

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

**Westfield Parish Council**

**38. Approval of any items over £5000 and consideration of any virement**

The purchase of land at Waterside Valley was approved for payment in the amount of £20,000 for the land, £680 plus VAT solicitors' fees and £379.19 for searches. £21,195.19 in total.

**39. To receive the Internal Audit report**

The Internal Audit report was noted.

**40. Annual Governance Statement 2022-23**

The Annual Governance Statement 2022-23 was considered.

**Resolved:** that the Annual Governance statement be agreed and signed by the Chairman.

**41. To agree the Accounting Statements 2022-23**

**Resolved:** that the accounting statements 2022-23 be agreed and signed by the Chairman.

**42. To agree the year end accounts**

**Resolved:** that the year-end accounts be agreed and signed by the Chairman.

**43. Purchase of land at Waterside Valley**

The Contract to purchase the land had been received.

**Resolved:** that the contract be signed on behalf of the Parish Council and by the Chair and Vice Chair.

**44. Outside Bodies reports**

**Mardons** – It was noted that the ground floor of the Mardons building had been listed by B&NES as an asset of community value.

**45. Creating Community Identity**

Request for directional highways signage to Westfield - The response to the complaint raised to level 2 was noted. There had been a comment that we could pursue through the Ombudsman, but it was felt that the Parish Council didn't have the grounds to do that.

**Resolved:** to write an open letter to the press outlining B&NES reluctance to install directional signs to Westfield.

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

**Westfield Parish Council**

**46. Chairman's report**

Cllr Wilkinson reported on the Somerset Lord Lieutenant event he attended, which was focussed on the King's Voluntary Service Award. He asked Councillors to think of any voluntary organisation in Westfield that may qualify to be nominated.

He also reported on a walkabout meeting where he met with Mark Shelford of B&NES and Cllr Jackson to report on anti-social behaviour in Westfield and the demise of the 82 bus.

**47. Bath and North East Somerset Councillors' reports**

There were no B&NES Councillors present.

The meeting closed at 7:32pm

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