

WESTFIELD PARISH COUNCIL

Minutes of the Meeting of the Council held at the Oval Office
Monday 4th September 2023 commencing at 7.00pm

Present: Chair: Cllr P Wilkinson

Cllrs: D Cooper, J Cradock, G Fuller, E Jackson, R Hopkins, P Millard and P Williams

Attending: Lesley Close, Parish Clerk and Tracey Stephens, Deputy Clerk.
One member of the public

Absent: Cllr J Honess and R Moss

The member of the public explained the difficulty turning right out of Longfellow Road. He requested that the Parish Council approach B&NES with a view to putting a yellow box on the A367 at the junction with Longfellow Road as traffic often stops there when the pedestrian crossing lights are red. Cllr Jackson to take this up with B&NES.

58. Co-options

Cllr Jackson proposed the appointment of James Cradock and Cllr Cooper seconded.

Resolved: James Cradock to be appointed as a Westfield Parish Councillor

It was noted that there is still one vacancy and Councillors were asked to keep an eye open for potential candidates.

59. Apologies for absence and to consider the reasons given

Apologies were received from Cllrs Honess and Moss.

60. Declarations of interest and dispensations

There were no declarations of interest.

61. Minutes of the Parish Council meeting – 3rd July 2023

Two amendments were suggested:

- a. Item 54 - Outside Bodies should read 'the ground floor of the Mardons building'
- b. Item 55 – Creating Community Identity should read 'The theme this year is 'It's Our Neighbourhood''

Minutes are draft until agreed at the next meeting.

Signed Dated

Westfield Parish Council

Resolved: with these amendments the minutes of 3rd July 2023 were agreed and signed as a correct record.

62. Committee and Working Group reports

(a) Environment and Development Committee – 10th July 2023

It was noted that a B122 Caution was sent in relation to the land that Westhill Club stands on which is to be registered to the Club after the Parish Council had requested a Notification against first registration. There were no objections.

The resident of 13 Waterford Park had apparently cleared the land on Waterside Valley in front of their property and been sent a letter requesting clarification on their intention. There had been no response.

Resolved: to send a solicitor's letter to the resident at 13 Waterford Park asking for an explanation and rectification and advising that the Waterside Valley land is owned by the Parish Council.

The minutes of the Environment and Development Committee meeting of 10th July 2023 were noted.

(b) Finance and Personnel Committee – 18th July 2023

It was noted that the tenders for the building of the new office had been received. The architect had raised questions which were being put to the two preferred contractors.

Resolved: to delegate authority to Cllrs Wilkinson, Cooper and Moss to make the final decision once the questions had been answered.

The minutes of the Finance and Personnel Committee meeting of 18th July were noted.

63. Approval of any items over £5000 and consideration of any virement

Resolved: to allow the virement of up to £1,000 from Grants to Health and Safety for the purpose of funding changes to circuit boards necessitated by new regulations, for those accommodating public access defibrillators.

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64. To confirm there are no professional, personal or financial interests with the current auditors

Internal - Auditing Solutions Ltd. Clackerbrook Farm, 46 The Common, Bromham, WILTSHIRE SN15 2JJ

External - BDO LLP, Arcadia House, Maritime Walk - Ocean Village, Southampton SO14 3TL

There were no interests to declare.

65. The Extended Bio Diversity Duty for public authorities including town and Parish Councils

Resolved: to accept the Biodiversity Policy with some small changes

66. Outside Bodies reports

Radstock Museum – Cllr Jackson reported on a meeting of the Friends of Radstock Museum

67. Creating Community Identity

It was noted that there had been no response to a request for a meeting with the Chief Executive with regard to directional signs to Westfield.

Resolved: to send a letter recorded delivery emphasising the requirement for a meeting.

68. Chairman's report

Cllr Wilkinson reported on an increase of vandalism over recent weeks, which has been reported to the police.

69. Bath and North East Somerset Councillors' reports

Cllr Jackson circulated her written report at the meeting. She reported on meetings in Westfield with Mark Shelford, Avon and Somerset Police Commissioner and Victor Da Cunha, Chief Executive Officer of Curo. She also reported an upcoming meeting with a chief officer at B&NES regarding bus services.

The meeting closed at 8pm

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Signed Dated