

WESTFIELD PARISH COUNCIL

Minutes of the Annual meeting of the Parish Council held at the Oval Office
Monday 1st July 2024 commencing at 7.00pm

- Present:** Chair: Cllr P Wilkinson
Cllrs: K Biggs, D Cooper, M Curtis, G Fuller, R Hopkins, E Jackson, P Millard
- Attending:** Lesley Close, Parish Clerk and Tracey Stephens, Deputy Clerk
- Also attending:** Neil Rogers of CURO
- Absent:** Cllrs R Moss and P Williams

Neil Rogers of CURO's resident engagement team attended the meeting to meet Councillors and advise on the work that CURO were doing for their customers. He advised that there will be a 'door knock', attending premises of all CURO customers, starting on 31st July. He invited Parish Councillors to join them. He said that CURO are trying to get their customers to engage on a high level, with panels made up of existing customers working on issues with residents. He would send the details of the door knock exercise to the Clerk to be disseminated among Councillors.

42. To consider co-opting to the vacancy on the Parish Council and to receive the declaration of acceptance of office

The resignation of Cllr James Cradock was noted.

Michelle Curtis attended the meeting to apply for the Councillor vacancy created by the resignation of Cllr James Honess.

Resolved: (1) to co-opt Michelle Curtis as Parish Councillor
(2) to receive her declaration of acceptance of office.

43. Apologies for absence and to consider the reasons given

Apologies for absence were received and accepted from Cllrs Moss and Williams.

44. Declarations of interest and dispensations

Cllr Jackson declared an interest in item 7, Westfield in Bloom, as convenor of Westfield in Bloom.

Minutes are draft until agreed at the next meeting.

Signed Dated

Westfield Parish Council

45. To confirm and sign the minutes of the Parish Council meeting – 3rd June 2024

Resolved: that the minutes of the meeting on 3rd June were agreed and signed as a correct record.

46. Committee and Working Group reports

(a) Environment and Development Committee – 10th June 2024

Resolved: That the Minutes of the Environment and Development meeting held on 10th June 2024 be noted.

It was noted that the tenders for the pathways at Waterside Valley would need to be opened after the next Environment and Development meeting, but before the September meeting.

Resolved: to delegate authority to Cllrs Wilkinson and Hopkins to open the tenders for pathways at Waterside Valley and award the contract in liaison with Somer Valley Re-discovered who are funding the work.

(b) Finance and Personnel Committee – 19th June 2024

Resolved: (1) That the Minutes of the Finance and Personnel meeting held on 19th June 2024 be noted.
(2) to agree the increase in the Clerk's payscale by one incremental point (sp 33-34)

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

There were no items to consider

Cllr Curtis left the meeting.

48. Westfield in Bloom

Resolved: to offer to pay the In Bloom entry fee, as a matter of civic pride, to be funded from the grants budget, as recommended by the Finance and Personnel Committee.

49. Financial Regulations

Resolved: to agree the Financial Regulations as revised by NALC and as recommended by the Finance and Personnel Committee.

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50. Outside Bodies reports

It was noted that a vacancy had arisen for a representative on the Parish Liaison committee, following the resignation of Cllr James Honess. Cllr Hopkins was on the Committee and no other Councillor volunteered. It was noted that one Councillor on the committee was sufficient.

Mardons – Cllr Cooper reported that the club is to be used as a polling station on 4th July. CCTV cameras had been stolen and now replaced. The committee at the club had said that they would like to meet with the new PCC when she visits Westfield. It was noted that the police representatives had changed for Westfield.

Resolved: to arrange a meeting for Councillors with PC George Simpson and the Westfield PCSO.

51. Creating Community Identity

There was no discussion under this heading.

52. Chairman's report

To resolve that, under Section 100A(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information falling within those paragraphs indicated in Part 1 of Schedule 12A of the Local Government Act 1972, as amended.

Cllr Wilkinson reported that an offer had been made for the purchase for the leasehold of an office on Cobblers Way. The offer of £100,000 had been made and accepted.

Resolved: (1) to ratify the decision to make an offer of £100,000 for an office premises.
(2) to accept the estimate of £1,500 +VAT from Thatcher and Hallam for the conveyancing.
(3) to accept the quote of £800 +VAT for the valuation from Cooper and Tanner
(4) to accept the quote of £650 +VAT for the condition survey from DP Paul of Wells.
(5) to delegate authority to Cllrs Wilkinson and Hopkins to progress the purchase.

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53. Bath and North East Somerset Councillors' reports

Cllr Jackson advised how she has spent her Ward Councillors' Empowerment grant:

- a. £500 to SWALLOW for their office garden
- b. £500 to Westfield Primary school for their outdoor initiative for children needing space.
- c. £865 to the Shakespeare Road flower chandelier.

She also reported:

- the planning application at Orchard Vale had been refused by committee.
- The Local Plan for B&NES was going out for consultation.
- She had been to a meeting of the RE Committee at B&NES to discuss documents for collective worship. At that meeting it had been noted that the inclusion of the children attending all the D Day commemoration services had been a success.

Resolved: to request a meeting for Cllr Hopkins to meet the new Head of Planning, Louise Davis, regarding enforcement issues.

The meeting closed at 8:28pm

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Signed Dated