

## WESTFIELD PARISH COUNCIL

Minutes of the meeting of the Parish Council held at the Oval Office  
Monday 2<sup>nd</sup> December 2024 commencing at 7.00pm

**Present:** Chair: Cllr P Wilkinson  
Cllrs: K Biggs, D Cooper, G Fuller, R Hopkins, E Jackson, L Lambell, P Millard and R Moss,  
**Attending:** Lesley Close - Parish Clerk, Tracey Stephens – Deputy Clerk  
**Absent:** Cllrs M Curtis and P Williams

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

Apologies for absence were received from Cllr Williams and were accepted.

**98. Declarations of interest and dispensations**

There were no declarations of interest.

**99. Minutes of the Parish Council meeting – 4<sup>th</sup> November 2024**

**Resolved:** that, with minor amendments the minutes of the meeting on 4<sup>th</sup> November 2024 were agreed and signed as a correct record.

**100. To confirm the Committee(s) on which Cllrs Curtis and Lambell would like to serve**

Cllr Curtis was not at the meeting, so no decision was made.

**Resolved:** Cllr Lambell to serve on the Finance and Personnel Committee.

**101. Committee and Working Group reports**

**Environment and Development – 12<sup>th</sup> November 2024**

**Resolved:** That the minutes of the Environment and Development meeting held on the 12<sup>th</sup> November 2024 be noted.

Minutes are draft until agreed at the next meeting.

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

**Westfield Parish Council**

**Finance and Personnel – 20<sup>th</sup> November 2024**

It was noted that the Finance and Personnel committee meeting on 20<sup>th</sup> November was not quorate, therefore there were no minutes to consider.

**Resolved:** To hold the December Committee meeting at 9.30am on 11<sup>th</sup> December 2024.

**102. Approval of any items over £5,000 and consideration of any virement**

There were no items to consider.

**103. Budget 2025/26**

**Resolved:** to accept the 2025/26 Budget in principle. The vote was unanimous.

**104. Outside Bodies reports**

**Mardons** – Cllr Cooper reported that Mardons were very pleased to receive the grant from the Parish Council to go towards the cost of updating the toilet facilities. She reported that an increase in costs will be difficult for the club.

**Radstock Museum** – Cllr Jackson reported that the Radstock Museum AGM will be held on 7<sup>th</sup> December.

**105. Creating Community identity**

It was noted that the sign for Westfield on Somervale Road was now reinstated.

Cllr Jackson reported she had received very positive feedback about the Christmas lights switch on, appreciation of the Westfield Parish Council Christmas tree at the Festival at St Peter’s Church and good comments about the turn out for the Remembrance event.

**106. Chairman’s report**

- Cllr Wilkinson thanked everyone that had helped at the Christmas lights switch on, with special thanks to Caitlin Brown for all her work in arranging the event. He reported a great turnout and said the event is going from strength to strength. Cllr Cooper added her personal thanks to Lesley, Tracey and Caitlin for their help in setting up Santa’s grotto.
- Cllr Wilkinson also reported that there had been a meeting with the football clubs, who were wanting some more information about the

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

**Westfield Parish Council**

Legionella at Norton Hill. They were advised that the Parish Council was doing everything possible to get the pavilion open as soon as possible.

**107. Bath and North East Somerset Councillors’ reports**

Cllr Jackson had emailed her report to Councillors. She advised:

- A motion for children entitled to free school meals to be enrolled automatically was passed at B&NES full council meeting
- A motion at the same meeting to put a hold on parking charges in Midsomer Norton and Radstock was lost.
- She had been in discussion with WECA with regard to the Travel Action Plan
- There is movement on the RADCO site

Cllr Moss reported on

- The budget, indicating that there is a very large deficit in Children’s Social Services.
- He advised of the all-party agreement for auto enrolment of children for free school meals.
- He was still working with B&NES to find out what is happening to unspent CIL money.

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.

**108. Payscales 2024 as recommended by NALC**

**Resolved:** to accept the payscales for 2024/25 as recommended by NALC with effect from 1/4/24.

**109. Purchase of Parish Council Office**

A verbal update was given.

**The meeting closed at 7:58pm**

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