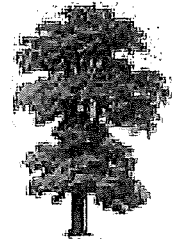


Westfield Parish Council



The Oval Office, St Peter's Business Park
Westfield, BA3 3BX
Phone: 01761 410669
Email: council@westfieldparishcouncil.co.uk

Established 2011

Chairman: Cllr P Wilkinson Parish Clerk: Ms L J Close FSLCC

All Council Meetings are open to the Public and Press

30th January 2025

TO: (a) **All Members of the Environment and Development Committee**
Cllrs Diana Cooper (Chair), Kit Biggs, Geoff Fuller, Ron Hopkins (Vice Chair),
Eleanor Jackson, Paul Millard, Pat Williams.

(b) **All other Members of the Council for information**

Dear Councillor,

You are summoned to attend a meeting of the **Environment and Development Committee** of Westfield Parish Council on **Monday 10th February 2025 at 7pm at the Board Room, Oval Office, Cobblers Way, Westfield BA3 3BX.**

The meeting will consider the items set out below.

A handwritten signature in black ink, appearing to read 'LJ Close'.

Ms L J Close
Parish Clerk

Before the meeting there will be a 15-minute public session to enable residents of Westfield to ask questions, and make comments.

AGENDA

1. **Apologies for absence and to consider the reasons given** Council to receive apologies for absence and, if appropriate, to approve the reasons given.
2. **Declarations of interest and dispensations** Members to declare any interests they may have in agenda items, in accordance with the

requirements of the Council's Code of Conduct. The Parish Council may consider agreeing a dispensation, providing the request is put in writing and the dispensation is allowed on the grounds set out in s.33 of the Localism Act 2011.

3. **Minutes of the last meeting** – To agree the minutes as a true and accurate record of the meeting held on 13th January 2025 (**Pages 1-4**)
4. **Neighbourhood Plan Review Working Group** - verbal update on the meeting with B&NES Neighbourhood Planning Officer 30/1/25.
5. **Planning applications for consideration (Page 5)**
6. **Planning decisions (Page 6)**
7. **Mendip Local Plan Part II – (Page 7)**
8. **Recreation Ground – Norton Hill**
 - Tennis Court quotes – verbal update
 - Boules Court surround – scheduled late March/early April
9. **Recreation Ground – Westhill**
 - Changing Rooms – verbal update
 - Entrance to the field now that the Westhill Club Patio is finished (**Page 8**)
10. **Waterside Valley**
 - Step to the new footbridge – being taken on by TVP with the cost of materials likely to be in the region of £100.
 - Bristol and Avon Rivers Trust Feasibility and Concept Design Report – update on a meeting with Somer Valley Rediscovered on 4th February 2025.
11. **Highways**
12. **Events**
 - Love Parks Week – 25th July – 3rd August – verbal update
 - VE and VJ Day Commemorations (**Page 9**)

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.

13. **Quotes**

Westfield Parish Council

Minutes of the Environment and Development Committee Meeting held in the boardroom at the Oval Office, Cobblers Way, Westfield on 13th January 2025 commencing at 7pm.

Present: Cllrs Diana Cooper (Chair), Kit Biggs, Geoff Fuller, Ron Hopkins, Eleanor Jackson, Paul Millard, Phil Wilkinson and Pat Williams.

Also attending: Lesley Close, Parish Clerk and Tracey Stephens, Deputy Clerk

97. Apologies for absence and to consider the reasons given

There were no apologies for absence.

98. Declarations of interest and dispensation

Cllr Jackson declared a personal interest in agenda item 5, Chaffinch Drive because she knows the applicant and is on B&NES Planning Committee

99. Minutes of the last meeting

Resolved: The minutes of the last meeting held on 9th December 2024 were agreed as a true record and signed by the Chair.

100. Neighbourhood Plan Review working group

It was noted that plans for a review meeting with B&NES were being made.

101. Planning applications for consideration

There were no objections to the following application:

24/04706/CLEU	16 Linden Close	In accordance with condition 1 of planning approval 21/00564/FUL, a material start for the proposed two storey detached dwelling commenced on site on 11.07.2024 with the installation of the foul and surface water drainage (Certificate of Lawfulness for an Existing Development)
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24/04716/FUL – 6 Chaffinch Drive – Installation of air source heat pump

Council had no objection to the installation of an air source heat pump in principle, but echoed the comments made by Transition Bath about the sound levels.

Minutes subject to approval at the next meeting.

Signed Dated

Westfield Parish Council

102. **Planning Decisions**

The planning decisions were noted.

103. **Western Gateway Transport Consultation**

The Western Gateway Transport Consultation was noted. Councillors were unable to attend the webinars on 16th and 17th January.

Resolved: to ask for copies of the presentation

104. **Recreation Grounds Norton Hill**

Legionella at the Pavilion – It was noted that the most recent tests showed no traces of Legionella. It was noted that new shower heads were required.

106. **Recreation Grounds Westhill**

Changing rooms – updated plans were circulated.

Resolved: (1) to approve the plans for the changing rooms and advise the architect.

(2) to go out to tender for a contractor to undertake the work.

107. **Waterside Valley**

Step to the new footbridge – It was noted that TCV should have investigated whether they are able to assist with the work and that Radstock Town Council had been approached to help with the financing of the step.

Resolved: (1) to contact Somer Valley Rediscovered /TCV to ask if there was a decision made.

(2) to contact Radstock Town Council and ask if a decision had been made about whether they are prepared to help with the financing of the step.

108 **Highways**

Dog mess - A letter had been received from a resident complaining about dog mess in the area of Waterford Park/The Leaze/Elm Tree Avenue shops.

Resolved: to write back advising that there will be further articles in the Westfield Warbler and in the Journal asking for consideration from dog owners.

Active Travel had contacted the Parish Council offering assistance with waymarker signs to areas of public walking and cycling highways. A meeting with the Clerk and Chairman was arranged with Richard White of Active Travel on 14th January to discuss further.

Minutes subject to approval at the next meeting.

Signed Dated

Westfield Parish Council

The **Somer Valley Links Project** that had been led by WECA was now being led by B&NES. It was noted that there is to be a public consultation period between early February and mid-March.

The offer to sign up for further information was made by B&NES. Cllr Jackson had some information on a travel project in Somerset and offered to forward it to Councillors.

Resolved: to sign up to the Somer Valley Links project in order to receive information.

109. Events

Resolved: to purchase a flag to commemorate VE Day on 8th May 2025.

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.

110. New Office

Cllr Biggs reported on the situation with fire exits.

Resolved: Cllr Biggs to complete a fire escape risk assessment

Resolved: To write to the vendors, via our solicitor, advising that the Parish Council is in a position to complete on the purchase with the following considerations:

Outstanding items on the Condition Report

Following the professional valuation of the outstanding items on the Condition Report the Parish Council would like to aim to complete the purchase of the office in February, providing it is agreed that our ground rent and service costs to Oval Homes are withheld up to the value of the works (£17,300). This appears to be a logical solution because CFH has indicated that these outstanding items are all within the remit of Oval Homes. We would require written confirmation from Oval Homes that this is acceptable to them.

Outstanding items –

Roof covering corrosion - £4,000-£6,000

Guttering blocked - £300-£400

Cladding cleaning - £500-£750

Render staining - £600-£800

Render cracking - £100-£150

North side elevation insulation between internal finish and cladding - £5,000

Railings corroded and Walkway steel edging corroded - £2,000-£3,000

Block paving remove vegetation - £1,000-£1,200

TOTAL - £13,500- £17,300

Minutes subject to approval at the next meeting.

Signed Dated

Westfield Parish Council

111. Quotes

Tree survey at Waterside Valley

Resolved: to accept the quote from Oliver Frost for £650 for a tree survey at Waterside Valley.

Boules court – replacement of the surround

Resolved: to accept a quote for £3,400 from Sanelli Solutions with the work to commence after the end of this financial year and to be finished in time for the start of the boules season on 22nd April 2025.

The meeting closed at 8pm.

Minutes subject to approval at the next meeting.

Signed Dated

Westfield Parish Council Planning Applications – FEBRUARY 2025

Date Rec'd	App No	Applicant	Location	Case Officer	Proposal	Response By
27/01/2025	25/00254/FUL	Mr Lewis	60 Wells Road	Danielle Milsom	Erection of two storey, 3 bedroom dwelling	17 th Feb 2025
29/01/25	25/00379/TPO	Mr Andrew Young	Land East Of Fosseway Cottages Welton Road	Jane Brewer	9 x Ash - die back Fell.	19 th Feb 2025

Indicates application received since agenda printed

Westfield Parish Council Planning Decisions – FEBRUARY 2025

Date Rec'd	App No	Applicant	Location	Case Officer	Proposal	BANES Decision
08.01.25	24/04276/FUL	Mr Matthew Doughty	25 Kingsley Road	Kate Sullivan	Erection of single storey rear extension	PERMIT

Indicates decision received since agenda printed

Parish Clerk

From: Louise St John Howe <louise@poservices.co.uk>
Sent: 24 January 2025 17:36
To: Louise St John Howe
Subject: Mendip Local Plan Part II - Limited Update - Hearing sessions

Good Afternoon,

Following my email of 7th November notifying you of the Appointment of Inspector Clive Coyne for the Local Plan Examination the Inspector has now fixed the dates for the hearing sessions and published his Matters, Issues and Questions for discussion at the hearing sessions.

The hearing sessions will take place over the following four days and will open at **11.00 am on Tuesday 11 March 2025.**

Tuesday 11 March 2025
Wednesday 12 March 2025
Thursday 13 March 2025
Friday 14 March 2025

All the hearing sessions will be held live at the **Council Offices, Cannard's Grave Road, Shelton Mallet BA4 5BT.**

The Inspector has published the following documents:-

- ED2 Inspector's Matters, Issues and Questions
- ED3 Hearing Sessions Programme V.1 (24.1.25)
- ED4 Inspector's Guidance Notes for the Examination

These documents can all be viewed on the hearing session page of the Inspector's examination pages on the Somerset Council website which can be accessed via the link below:-

somerset.gov.uk

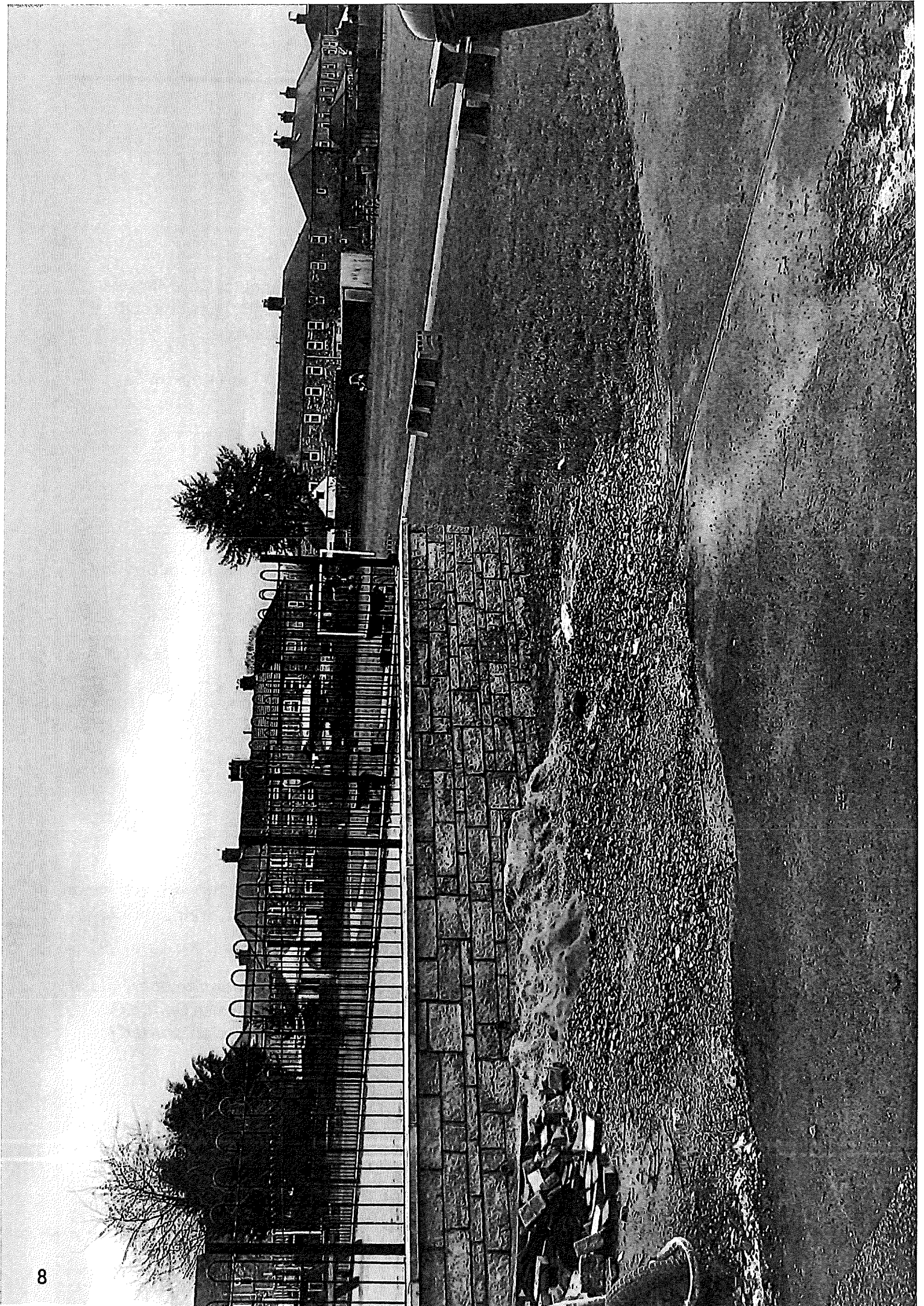


The Inspector's Guidance Notes set out the procedures that will be followed during the Examination, including full details on registering with me if you wish to take part in any of the hearing sessions (para 20) and the provision of hearing statements (paras 24-29)

Please Note: If you would like to take part in the hearing sessions you will need to notify me of this, even if you indicated that you wished to participate in your response to the Council's invitation to comment on the soundness of the version of the Local Plan to be submitted for examination (Regulation 19/20)

Key dates for the Examination:-

- **Deadline** to confirm with me if you wish to exercise your right to be heard at **any** of the hearing sessions, if you made a relevant representation seeking a change to the Plan, indicating the appropriate Matter and Hearing Session - **5.00 pm Thursday 6 February 2025.**
- **Hearing Statement Deadline:** 5.00 pm **Thursday 20 February 2025.**
- **Opening of the Hearings:** 11.00 am **Tuesday 11 March 2025 .**



Parish Clerk

From: geoffwilson.msnttbl@gmail.com
Sent: 28 January 2025 12:19
To: 'Kate Egan'; 'George Clutten'; clerk@radstock-tc.gov.uk; 'MSNRSB Engagements'; Parish Clerk; clerk@paultonparishcouncil.gov.uk
Cc: 'Martin Feeney'; 'Andrea Feeney'
Subject: VE and VJ Day celebrations

Good afternoon

It will be the 80th anniversary of VE Day (8th May 2025) and VJ Day (15th August 2025) this year and whilst Midsomer Norton and Radstock Branch do not have the capability to arrange and implement any major commemoration of these two important dates, it was felt that the Branch should, in some small way not allow the dates to pass without some recognition.

It is the intention of the Branch to endeavour to ensure that at least one representative of the Branch will attend each of the locations to show respect to the fallen and to those who returned from World War II. We are therefore asking the four major councils if they are intending to commemorate the two events in any way and if so, how the Branch can fit in with the planned events.

May I ask that if your council does intend to commemorate either or both events, you let me know so I can arrange for the Branch to be included. If you are not intending to commemorate the event, the Branch hopes to have a small service similar to the Armistice gathering on the appointed days. Initially at Midsomer Norton, but this could be extended to other locations.

If you are to commemorate the event, the Branch is willing to liaise with Midsomer Norton and Radstock Silver Band should you wish to include a bugler, but unfortunately the Branch is not in a position to pay for a bugler.

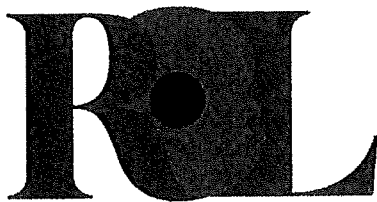
Kind regards



Geoff Wilson
Branch Secretary
Midsomer Norton & Radstock Branch

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E geoffwilson.msnttbl@gmail.com



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