



An additional ORDINARY MEETING of the PARISH COUNCIL will be held on **Monday 9th March at 7.00pm** at Westerleigh Village Hall (NOTE CHANGE TO PREVIOUSLY ADVERTISED VENUE) and the following business will be transacted. All Councillors are summoned to attend.

Rachel Davis Rachel Davis (Clerk to Westerleigh & Coalpit Heath Parish Council)
4th March 2026

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights.

DRAFT AGENDA –WESTERLEIGH & COALPIT HEATH PARISH COUNCIL MEETING 9th March 2026

1. To NOTE apologies for absence
2. To NOTE the casual vacancy for a Westerleigh ward parish councillor may now be filled by co-option
3. To RECEIVE Declarations of Interest relating to this meeting, as required by the Council's Code of Conduct for Members and the Localism Act 2011
4. To APPROVE [Minutes](#) of Parish Council meeting held on 9th February 2026
5. To RECEIVE reports from South Gloucestershire Councillors on matters relating to the Parish
6. To RECEIVE questions and comments from members of the public present with respect to business on the agenda (in accordance with Standing Orders 3 e-3 i)
7. **PLANNING**
 - a) To NOTE planning comments submitted since last meeting
None
 - b) To NOTE planning decisions made by South Gloucestershire Council since last meeting [\[report circulated\]](#)
 - c) To discuss and COMMENT on any necessary Planning Applications or other Planning Matters:
 - (i) [P26/00241/F](#) Change of use from plant nursery potting shed to 1no. dwelling (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended), installation of 1no. ASHP, cycle and bin stores and associated works (resubmission of P25/01772/F).
Wentwood Nurseries Ram Hill Coalpit Heath South Gloucestershire BS36 2TZ
 - (ii) [P26/00233/RVC](#) Variation of condition 11 attached to permission PK14/4200/RVC (formerly PK13/4401/F) to amend the delivery hours. Erection of convenience shop unit (Class A1), reorganisation of the car park, alterations to provide revised access/egress and servicing bay, re-provision of play facilities, landsca... Sainsburys Badminton Road Coalpit Heath South Gloucestershire BS36 2QJ
 - (iii) [P26/00299/HH](#) Demolition of existing garage. Erection of two storey side and single storey rear extension to form additional living accommodation. Erection of single storey front extension to form porch and garage. 19 Church Road Frampton Cotterell South Gloucestershire BS36 2NJ

- (iv) [P26/00216/F](#) Creation of new vehicular access onto classified highway (Class C) 220 Badminton Road Coalpit Heath South Gloucestershire BS36 2QE
- (v) [P26/00321/F](#) Erection of 2no. dwellings including new access road with parking and associated works (amendment to previously approved scheme allowed on appeal P25/00309/F). Land At 9 South View Crescent Coalpit Heath South Gloucestershire BS36 2LW
- (vi) [P26/00359/TRE](#) Works to Crown thin lateral branch of 1.no Holm Oak Tree (T4) by 10%, Crown reduce stem of 1.no Oak Tree (T6) by 1-2m. Works to Crown lift 1.no Ash Tree (T15) to 4m to provide clearance to church car park. Covered by Tree Preservation Order SGTPO 01/03 dated 13th March 2003. The Old Vicarage Beesmoor Road Coalpit Heath South Gloucestershire BS36 2RP
- (vii) [P26/00355/HH](#) Erection of single storey rear extension to form additional living accommodation and creation of raised ramp. 6 Sunnybank Westerleigh South Gloucestershire BS37 8RA
- (viii) [P26/00335/F](#) Demolition of existing buildings and erection of 4no flexible employment buildings, with ancillary first floor offices, together with associated infrastructure and creation of a new vehicular access on to Stover Road. Former Dynamic House Stover Road Yate South Gloucestershire BS37 5JN
- (ix) [P26/00342/F](#) Erection of 1no. self build dwelling with access and associated works. Plot SB-3 Park Leaze Coalpit Heath South Gloucestershire BS36 2UE

FINANCE

- 8. To APPROVE [February 2026 payments](#) made in accordance with FR 6.9
- 9. To NOTE end of February 2026 Financial documents: Statements & [Reconciliations](#), receipts
- 10. To APPROVE updated Financial Regulations and related payments process (all payments from 9th March to be made from Council's new Unity Trust current account) [\[report circulated\]](#)
- 11. To APPROVE [accounts for payment](#)
- 12. To APPROVE set up of monthly standing order for salary payments
- 13. To APPROVE updated asset register [report to follow]
- 14. To APPROVE renewal of annual pest control contract for Bitterwell Lake with Venables Pest Control - £800
- 15. To APPROVE quotation for annual football pitch maintenance at Westerleigh Playing Field from CPS Grounds Ltd - vertidrain treatment £400, goalmouth reinstatement £225 (total £625)
- 16. To APPROVE additional costs of 'no parking on the grass signs' - £395 for frames and additional sign for Westerleigh Triangle (previously approved £500[est] - total £895)
- 17. To APPROVE revised quotation for replacement bin on Kendleshire Triangle to include delivery - (bin £333, installation £200, delivery £96 – total £629)
- 18. To take a DECISION on revised proposal for a weekly Citizens Advice drop-in session to serve Coalpit Heath and Frampton Cotterell parishes
- 19. To RECEIVE and take a DECISION on any other finance matters:

20. To consider and APPROVE any Grant Applications including:
- (i) Henfield Hall grant for audio system - £4,195 [\[report circulated\]](#)
 - (ii) Coalpit Heath Village Hall (Miners) part contribution to kitchen refurbishment project - £3,500 [\[report circulated\]](#)
 - (iii) Westerleigh Village Fun Day grant for costs and gazebo purchase - £1,305

ITEMS REQUIRING A RESOLUTION

21. To discuss matters and take a DECISION on required actions arising from A432 Badminton Rd bridge closure
22. To note progress with the South Gloucestershire Council A432 active travel project and take a DECISION on any required actions
23. To APPROVE request to use Westerleigh Playing Field for Westerleigh Fun Day - Saturday 15th August 2026
24. To RECEIVE an update on progress with project for a replacement storage shed at Westerleigh Playing Field and take any required DECISIONS
25. To discuss any required CONSULTATIONS and COMMENT as necessary:

ITEMS TO NOTE

26. To NOTE progress of South Gloucestershire Highways review re speeding in Westerleigh (from Shorthill Road to the Nibley Lane junction)
27. To RECEIVE report on February Half Term holiday activity days from Swift Sports and NOTE arrangements for Easter (2 x holiday activity days at Mafeking Hall 10th & 17th April, 2 x football fun days at Westerleigh Playing Field 8th & 9th April) [\[report circulated\]](#)
28. To NOTE First Aid for Seniors training session - Sat 18th April 10am – 1pm at Westerleigh Village Hall
29. To NOTE progress with E&L projects
30. Correspondence/Communication with Westerleigh & Coalpit Heath Parish Council: From South Gloucestershire Council:
- Henfield Road overnight closure - 8pm to 6am, starting Tuesday 3 March until Wednesday 11 March for urgent resurfacing works. (6 nights)
The work will take place on the section of Henfield Road between Westerleigh Road to The Hollows and there will be no access onto Henfield Road from Ram Hill at the southern end. The route will open nights on Saturday 7 and Sunday 8 March.
 - PT 8701 Ram Hill - close, temporarily, to vehicles that length of Ram Hill which extends from its junction with Bitterwell Close to its junction with Broad Lane: in connection with cabling flex works. From 30 March 2026. The works are anticipated to be of **2 days** duration.
Alternative route: Ram Hill (parts unaffected), Henfield Road and vice versa.
 - PT 8697 Yate Spur cycle path road closures (from 6 April 2026)
 - 1. Westerleigh Road - full closure** – that length which extends from its junction with Shire Way/Westerleigh Road mini-roundabout to its junction with Rodford Way roundabout
8pm – 6am
6 April – 19 April 2026
20 July – 28 August 2026
14 September – 27 September 2026
 - 2. Westerleigh Road - southbound only** – that length which extends from its junction with Rodford Way roundabout to its junction with Shire Way/Westerleigh Road mini-roundabout

Alternative routes:

1. Shire Way, Rodford Way and vice versa
2. Rodford Way, Shire Way, Westerleigh Road (part unaffected)

From other:

Blackberry Park allotment advert from Pinnacle Property Management – request to share

31. To NOTE items considered urgent by the Chairman

32. To CONSIDER any exempt items:

Due to the nature of the business under consideration, a resolution to exclude the press and public may be required under the Public Bodies (Admission to Meetings) Act 1960 and the LGA 1972, s100.

- (i) To receive legal and tax liability advice re Bitterwell Lake and take a DECISION on any required actions.
- (ii) To CONSIDER and take a DECISION on land purchase enquiry.

33. Dates of future Parish Council meetings

April 13th Full Council meeting 7pm Mafeking Hall, Serridge Lane

Finance & General Purposes Meeting

March 16th F&GP Committee Meeting 7pm Manor Hall, Newman Room

(Full list at www.westerleighcoalpitheathparishcouncil.gov.uk/meeting-dates)