

# **SALTFORD PARISH COUNCIL**

**Minutes of the meeting of the Council held at Saltford Hall, Saltford  
on Tuesday 2<sup>nd</sup> February 2016 at 7.15pm**

## **PRESENT:**

**Councillors** - Duncan Hounsell (Chair), Adrian Betts, Ben Eve, Phil Harding, Jon Godfrey (part of the meeting), Liz Macnaughton, Rob Taylor and Farida Wilson

**Officer** - Tricia Golinski

## **1. MINUTES**

The minutes of the Council meeting held on 5 January 2016 were confirmed as a correct record and signed by the Chair.

## **2. APOLOGIES FOR ABSENCE**

Apologies for inability to attend this meeting were received from Councillors James Macnaughton, Kyle Rice and Chris Warren, and from B&NES Councillors Francine Haeberling and Emma Dixon.

## **3. DECLARATIONS OF INTEREST**

Councillor Duncan Hounsell declared a non-pecuniary interest in item 8 application 16/00177/FUL - 18 Uplands Road, as he knows the neighbouring residents through Saltford Business Network.

## **4. PUBLIC TIME**

There were 5 members of the public present.

Katrina Hinkley spoke objecting to application 16/00177/FUL - 18 Uplands Road.

Chris Essex spoke in support of items 9 c) SCA grant application and 9 d) SCA youth club, and regarding item 10 Saltford Tennis Club, noted that the SCA is happy to help the Tennis Club in any way.

## **5. CHAIR'S ANNOUNCEMENTS**

The Chair made the following announcements:

- The Governing Body of Saltford C of E Primary School has voted in favour of initiating a consultation with key stakeholders and submitting an application for an academy order to convert the school to an academy and to subsequently join Wellsway Multi Academy Trust (WMAT). This consultation closes on Friday 11<sup>th</sup> March 2016. (Views can be expressed using any of the following methods:

Email: [governors@salford.bathnes.sch.uk](mailto:governors@salford.bathnes.sch.uk), letter – marked ‘Private and Confidential – Academy Proposal Consultation’ addressed to Clerk to the Governing Body, Saltford Primary School, and a drop-in consultation evening for parent/carers – to be held in the school library on 8th February 2016 from 3:30 - 7:00pm)

- B&NES Council has announced that it intends to raise Council Tax by a total of 3.25% for 2016/17. This includes a 2% precept introduced by the Government for Adult Social Care.
- A referendum on how B&NES Council is run will be held on Thursday 10<sup>th</sup> March.
- A meeting of the B&NES Council Communities, Transport and Environment (CTE) Scrutiny committee met on 11<sup>th</sup> January and community transport was on its agenda. The minutes state that “The service level agreements for the Keynsham and Midsomer Norton Dial-a-Ride schemes will expire in September 2016. This presents an opportunity to review the performance of the schemes and redefine what level of basic service provision is wanted for the next few years. A key issue to consider will be the appropriate level of funding for each scheme.”
- The closing date for nominations for Saltford Parish Council’s 2016 community awards is Friday 12<sup>th</sup> February.
- Closing date for public submissions to Saltford Parish Council on “Parking issues in and around Saltford” is the end of February.
- Resurfacing works commences 22nd February 2016 on the A4 Bath Road, Saltford. Works will be carried out under lane closures and temporary traffic lights between 7pm & 7am and will take up to one week to complete. Notices will shortly be positioned along the route to warn drivers of the works and possible disruption to journey times.
- I intend to stand down as Chair of Saltford Parish Council in May at the close of this council year. This is to allow other councillors the opportunity to take on the role.

## 6. CLERK’S ANNOUNCEMENTS

The Clerk made the following announcements:

- Apologies for any inconvenience to councillors today as I have not had BT internet access due to what is apparently a national problem.
- A small supply of the Parish Council business cards has been given to each councillor: please let me know when/if you would like some more.
- Richard Smart of Smart Trees is doing the necessary tree notification to B&NES (application 16/00224/TCA, which is on the agenda today) prior to doing the tree work in the churchyard.
- B&NES Council has said it will do the repairs to the wall in the Memorial Garden.

## 7. REPORT FROM B&NES WARD COUNCILLORS

No report was received from B&NES ward councillors.

## 8. PLANNING MATTERS

- a) **Minutes** - The minutes of the Planning Committee meeting held on 26 January 2016 were confirmed as a correct record and signed by the Chair.
- b) **New planning applications** – The Council considered the following planning

applications in respect of which Bath & North East Somerset (B&NES) Council had invited comments:

**16/00177/FUL** - 18 Uplands Road - Erection of a timber framed shed at the rear of the garden (Retrospective) - Mr Oliver Kingston

It was resolved that B&NES Council be advised that this Council **OBJECTS TO** this application: The timber-framed shed is within 2m of the neighbouring property boundary and the height of the building (3.475m as shown on the plan) currently exceeds the limit of 2.5m in height. We suggest a possible way forward is that the pitch roof is made into a flat roof.

**Councillor Jon Godfrey joined the meeting at 7.40 pm.**

- c) **Notification of proposed works to trees in a Conservation Area** – The Council considered the following proposed tree works in respect of which B&NES Council had invited any observations:

**16/00224/TCA** - St Marys Church Queen Square - T1 - 1x Yew - remove major deadwood, crown lift to 2.5 m over path by and removal of one lateral and pruning stubs. T2 - 1x Lime - remove epicormic and inspect base remove major deadwood. G3 - 1x Lawsons Cypress - remove. T4 - 1x Laburnham - fell. T5 - 1x Oak - reduce end weight on south stem overhanging church by 1.5 m. T8 - 1x Austrian Pine - remove dead torn limb and reduce end weight of two laterals on northeast aspect by 3 m. T11 - 1x Austrian Pine - shorten truncated lateral by 3 m for long term stability - Saltford Parish Council

It was resolved that B&NES Council be advised that this Council **SUPPORTS** this application.

- d) **Decisions** – No decisions were reported.

- e) **Planning items of urgent information** – No items were reported.

## **9. FINANCIAL MATTERS**

- a) **Monthly Financial Report** – The report was discussed and accepted by Members.
- b) **Schedule of Expenditure** – It was resolved that the expenditure for all items listed in the schedule for the month of February 2016 be authorised and the schedule signed by the Chair.
- c) **Saltford Community Association grant application** – The Council agreed to make a grant of £500 to Saltford Community Association to help support the cost of producing 6 bi-monthly editions of SCAN (budget heading Miscellaneous Grants). The Chair expressed the Council's appreciation of the work of the SCA and the publicity it provides to the Council.
- d) **Saltford Community Association Youth Club** – The Council approved in principle a grant of £500 to the SCA towards staffing costs associated with running the youth club (budget heading Youth Service).

## **10. SALTFORD TENNIS CLUB DEVELOPMENT**

The Council received a report from Peter May of Saltford Tennis Club about the two challenges currently facing the club: the courts need re-surfacing (this is a responsibility of B&NES Council under the terms of the lease), and the hut and fence need repair. The Chair advised the Tennis Club to make any application for Parish Council funding once their business plan has been made.

## **11. ANNUAL CHURCHYARD GROUNDS MAINTENANCE CONTRACT**

The Council agreed to appoint Ambience Grounds Maintenance to undertake the grounds maintenance of St Mary's churchyard, according to the agreed specification, from 1 March 2016 to 28 February 2017. The wording of the quotation from Ambience requires correcting to adhere exactly to the specification.

## **12. CHURCHYARD RUBBISH CLEARANCE**

The Council agreed to accept the quote from Tree and Boundary Services Ltd of Saltford to clear away all the rubbish piled up in the north east corner of the churchyard, including green and metal waste, for £405 (budget heading Churchyard Special Maintenance Projects).

## **13. HIGHWAY SAFETY AT AND NEAR THE NORMAN ROAD JUNCTION WITH THE A4 BATH ROAD**

The Council agreed to ask B&NES Council to undertake a safety report on the hidden junction at Norman Road / A4 Bath Road, to provide recommendations for improvements, and to move the VAS (vehicle activated sign) currently outside The Crown back to its original location to the west of Saltford on the A4 where it is of more practical use.

## **14. RE-OPENING SALTFORD STATION**

The Council agreed to publicise the situation regarding Saltford station after the B&NES Council Cabinet meeting on 10 February at which Metro West Phase 1 will be discussed.

## **15. B&NES JOINT SPATIAL PLAN AND TRANSPORT PLAN LOCAL WORKING GROUP**

The Council agreed to participate in the North/West Area working group proposed by B&NES Council to discuss issues and proposals relating to the West of England's Joint Spatial Plan and Transport Plan, with the following conditions:

1. We do not consider the working group to be a consultation process or a decision-making body.
2. Saltford Parish Council adopted at its inaugural meeting in May 2015 the following key principles:
  - Green Belt land surrounding the village protected from development including fracking and a road bypass
  - Its own re-opened railway station on the existing site in place or already underway
  - A decreasing carbon footprint
  - A positive, healthy and caring community that encourages Fairtrade, and values

- and protects the local environment including its heritage
- Is a good neighbour to surrounding villages, towns and cities

The Council also requested that B&NES Council responds to the Parish Council's questions which were agreed at the January Parish Council meeting.

It was agreed that the Parish Council's 2 representatives will be Councillor Adrian Betts and Councillor Phil Harding, and a request will be made to send a 3rd representative, Councillor Jon Godfrey, as an observer.

## **16. ELECTRIC VEHICLE CHARGING POINT**

The Council agreed to the following proposal from Councillor Duncan Hounsell:

Salford Parish Council welcomes the announcement by B&NES Council that it is set to double the number of electric vehicle charging points across the district.

Salford Parish Council asks that at least one such charging point is sited at Salford in a suitable location. This would be particularly appropriate as it is a measure put forward by B&NES Council to help improve air quality in the Air Quality Management Zone declared on a section of the Bath Road A4 at Salford.

## **17. ANNUAL PARISH MEETING**

The Council discussed and agreed the arrangements for this year's annual public Parish Meeting, to be held on 5 April 2016 at 6.30pm, prior to a Planning Committee meeting (the April Parish Council meeting will be held on 26 April). The Parish Meeting will include the presentation of the 2016 Community Awards, Fair Trade refreshments, and local groups will be invited but not expected to give reports.

## **18. DECLARATION OF COMPLIANCE TO THE PENSIONS REGULATOR**

The Council gave authority to the Clerk to complete the declaration of compliance to the Pensions Regulator on behalf of the Parish Council.

## **19. AMENDMENT TO FINANCIAL REGULATIONS**

The Council agreed to add the following additional clause to its financial regulations concerning procurement for items or services of value in excess of £25,000 as recommended by the National Association of Local Councils:

11. I) Salford Parish Council will use the procurement procedures for the award of contracts covered by the 2015 Public Contract Regulations which have an estimated value of £25,000 or more as set out in the 2015 Regulations to include the use of the Contracts Finder website.

## **20. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES**

Councillor Phil Harding reported the following from Salford Environment Group (SEG):

- The report of the geophysics survey carried out by Bath and Camerton Archaeological Society (BACAS) supported by volunteers from SEG is now published on SEG's website (Online Museum).
- SEG submitted comments to the West of England Joint Spatial Plan and Joint Transport Study.

- Saltford Wombles did a litter pick on 30 January and the next one will be on 27 February.

Councillor Phil Harding reported that at the meeting of the River Avon User Consultative Committee (RAUCC) on 12 January no new Chair was elected. He also reported that B&NES has appointed a new project co-ordinator for its Water Space Study, and is still looking into a Traffic Regulation Order (TRO) to control parking in Mead Lane as part of a solution to the moorings problem.

Councillor Duncan Hounsell attended the Avon Local Councils Association (ALCA) meeting on 27 January. The item about broadband does not apply to Saltford as Saltford is covered commercially by Virgin, BT and others.

Councillor Duncan Hounsell attended Saltford Business Network's seminar at Saltford Golf Club on 29 January on cyber security.

## **21. ITEMS OF URGENT INFORMATION FROM COUNCILLORS**

No items were reported.

The meeting closed at 8.45 pm

Chair's signature.....

Date confirmed and signed...../...../.....

**Next Council meeting:** 1 March 2016  
**Next Planning Committee meeting:** 23 February 2016