

# SALTFORD PARISH COUNCIL

Minutes of the meeting of the Council held at Saltford Hall, Saltford  
on Tuesday 5<sup>th</sup> February 2013 at 7.15pm

## PRESENT:

**Councillors** - Mathew Blankley (Chair), Harvey Haeberling, Duncan Hounsell, Rob King, Robert Taylor, Chris Warren, Jill Williams and Reg Williams

**Officer** - Tricia Golinski

## 1. MINUTES

The minutes of the Council meeting held on 8 January 2013 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 Cllrs Kim Johnson, Neil McKen and Kevin Reeves. Notification was received from Cllr Jill Williams that she would be late for this meeting due to attending a school governors' meeting.

## 3. DECLARATIONS OF INTEREST

Cllr Duncan Hounsell declared an interest in item 16. CHURCHYARD AND ALLOTMENT SITE MAINTENANCE, as Chris Ball of Broadleaf Environmental Contractors is his neighbour's son and has done work for him.

Notification was received from Cllr Kevin Reeves that he has an interest in item 16. CHURCHYARD AND ALLOTMENT SITE MAINTENANCE, as Chris Ball of Broadleaf Environmental Contractors has been a family friend for over 20 years.

Cllr Mathew Blankley declared the following interests in relation to item 19. NON-PECUNIARY INTERESTS: member of the Conservative Party, Vice-Chairman of North East Somerset Conservative Association, member of Conservative Friends of Israel Lobby Group, member of Conservative Way Forward Think Tank, member of the Adam Smith Institute.

## 4. PUBLIC TIME

There were 4 members of the public present.

Mr Dawson spoke about the problem of dog fouling on the streets and also in the bins in the churchyard, and the difficulty of making contact with the B&NES Dog Warden.

## 5. CHAIR'S ANNOUNCEMENTS

The Chair made the following announcements:

- The agenda will be set 6 working days before the day of the full Council meeting (5 working days in the event of a Bank Holiday). Unless late items are urgent, they will be put on the next agenda.
- Two items were not put on this agenda:

*1) Actions from B&NES suggested option of housing to the South of Saltford:*

*a. To note SPC's opposition to the suggested option;*

*b. To publicise SPC's submission to the LDF Steering Group from January 2013.*

The Chair sought advice from Cllr Tim Ball, B&NES Cabinet member for Housing, and it was suggested not to publicise SPC's submission whilst cross-party discussions on the Core Strategy are still at an early and delicate stage. The plan as it stands (31 Jan 2013) is not to extend Saltford's Development Boundary, though this could change as discussions continue.

*2) A motion stating "Saltford Parish Council believes that the Green Belt land around Saltford should be protected as much as possible" for various reasons.*

The Chair believes that Parish Councillors are more than capable of using the statutory policies of the Local Plan, NPPF and the upcoming Core Strategy, which all put huge value on the sanctity of the Green Belt. Despite agreeing with the proposed motion, the Chair felt it unnecessary.

- The Chair will be away 2-9 March, therefore the Vice-Chair, Cllr Kim Johnson, will chair March's meeting.

## 6. AGE UK PRESENTATION

The Council received a presentation from Merrial Knight, a local volunteer with Age UK, on Age UK's activities in Saltford.

## 7. PLANNING MATTERS

1. **Minutes** – The minutes of the Planning Committee meeting held on 22 January 2013 were confirmed as a correct record.

2. **New planning applications** –

The Council considered the following planning applications in respect of which Bath & North East Somerset (B&NES) Council had invited comments:

**12/05620/REG03** - Saltford Primary School Claverton Road - Creation of a bio mass wood store in the location of the existing gym equipment store by raising roof by 2m - Bath & North East Somerset Council.

It was resolved that B&NES Council be advised that this Council

**supports** this application.

**Revised plans for 12/05493/FUL** - Closed Public Toilets Manor Road - Conversion of former public toilet facility to a self-contained residential unit (C3) - SKS Developments Ltd.

It was resolved that B&NES Council be advised that this Council **supports** this application: This application meets the NPPF for sustainable development (Introduction, 7) and one of the Core Planning principles (Introduction, 17) “encourage the effective use of land by reusing land that has been previously developed”.

**12/05675/TCA** - Firbank Cottage Homefield Road - Fell 1 Conifer and 1 Juniper trees - Mr John Neil

This application has been **withdrawn**.

3. **Decisions** – There were no decisions to report.

4. **B&NES Placemaking Plan workshop** – The Council received a report from Cllr Harvey Haeberling on B&NES’ Placemaking Plan workshop held on 2 February.

5. **Planning items of urgent information** – Cllr Reg Williams reported that there is some building work going on at Burnett Business Park and suggested that this may be a planning contravention.

## 8. **FINANCIAL MATTERS**

1. **Monthly Financial Report** – The report was discussed and accepted by Members.

2. **Schedule of Expenditure** – It was resolved that the expenditure for all items listed in the schedule for the month of February 2013 be authorised and the schedule signed by the Chair.

3. **Funeral wreath for Gordon Wood** – The Council retrospectively approved expenditure of £42.50 on a funeral wreath for Gordon Wood (budget heading S137).

4. **Age UK B&NES application for financial assistance** – The Council agreed to make a grant of £250 to Age UK B&NES (budget heading Miscellaneous Grants).

5. **Salford Football Club application for financial assistance** – The Council decided not to make a grant to Salford Football Club.

6. **Legal advice on allotment site licence** – The Council did not approve expenditure for legal advice from B&NES legal department on the draft licence with Curo for the allotment site.

7. **Neighbourhood Watch meeting** – The Council agreed expenditure of up to £50 on the Neighbourhood Watch meeting scheduled for April or May (budget heading Council Led Schemes).

8. **Bank reconciliation checking** – Cllr Duncan Hounsell was appointed to check

the bank reconciliations done by the Clerk quarterly.

**9. SALT FORD COMMUNITY AWARDS**

The members of the Saltford Community Awards Panel were agreed to be Cllrs Kim Johnson, Duncan Hounsell and Jill Williams, with Cllrs Chris Warren and Rob Taylor as potential substitutes.

**10. PARISH MEETING**

The format of the annual Parish Meeting to be held on 2 April 2013 and the organisations to be invited was agreed. The meeting will start at 6.00 pm.

**11. PARISH WALK**

The Council agreed to sponsor the annual village walk which is planned to take place on Tuesday 11<sup>th</sup> June 2013 during Saltford Festival.

**12. E-NEWSLETTER: REVIEW OF POLICY AND PRACTICE**

The Council discussed its policy for inclusion of items in the Parish Council e-newsletter and agreed that noteworthy information and notifications of events from B&NES and other sources of relevance to Saltford can continue to be added at the Clerk's discretion.

**13. TRAFFIC MANAGEMENT MEETINGS WITH B&NES OFFICERS**

The Parish Council has not received a response from B&NES following its request for meetings with officers regarding traffic management issues. The Chair reported that he is to meet B&NES officers in his capacity as a B&NES Councillor, and will invite other Parish Councillors to attend and raise these issues with them then.

**14. DOG MESS AND LITTER**

The Council considered possible action regarding dog mess and litter, following the receipt of a few complaints about this issue. It was agreed to publicise the problem and highlight what can be done and what help can be obtained from the B&NES Dog Warden.

**15. ALLOTMENT SITE LICENCE**

The Council agreed to seek legal advice from the National Association of Local Councils (included in membership of Avon Local Councils Association – see agenda item 22) on the proposed new 5 year licence for the allotment site with Curo.

**16. CHURCHYARD AND ALLOTMENT SITE MAINTENANCE**

The Council agreed to the recommendation from the Churchyard and Allotment Site Working Group that Chris Ball of Broadleaf Environmental Contractors should undertake the maintenance of the churchyard and allotment site from 1 March

2013 for £1650 per annum (budget heading Maintenance), subject to the proviso that the allotment site might be excluded from the agreement.

#### **17. CHURCHYARD AND ALLOTMENT SITE WORKING GROUP MEMBERSHIP**

It was agreed that Cllr Mathew Blankley would join the Churchyard and Allotment Site Working Group, following Cllr Reg Williams' decision to resign from the group. Other members of the group are Cllrs Neil McKen and Kevin Reeves.

#### **18. CLAVERTON ROAD CHILDREN'S PLAY AREA**

Cllr Duncan Hounsell reported from a site visit with B&NES Parks Officer at the Claverton Road Play Area. The problems had been highlighted via the Liberal Democrats. B&NES contacted the manufacturer of the toddler unit which cannot be fully accessed by toddlers without assistance. Their quote for a fix for this was £3,000 so this problem remains. B&NES are addressing the issues of picture rollers not spinning, poor drainage of the play tunnel, and a slippery safety mat.

#### **19. NON-PECUNIARY INTERESTS**

The Council agreed to set up a register of members' interests which are non-pecuniary (such as membership of political parties or pressure groups), to amend the Council's Code of Conduct to this effect, and to make this register public.

#### **20. PARTY POLITICAL COMMUNICATION**

Cllr Mathew Blankley proposed adding the following statement to the Council's Standing Orders under Section 1 (Meetings):

*A Councillor who intends to distribute in writing (eg. press releases, websites, letters, etc) the business of the Parish Council, or of Parish Councillors, on behalf of a political party other than the political party that they stood for when elected, must notify the Council at the opening of the relevant agenda item, or retrospectively at the next meeting of the full Council under 'Items of Urgent Information'.*

Cllr Duncan Hounsell proposed that the motion be amended to read:

*A Councillor who has or intends to distribute orally or in writing press releases, web-site articles, public letters, statements or similar relating to the business of the Parish Council or of Parish Councillors must notify the Council at the opening of or during the relevant agenda item, or retrospectively at the next meeting of the full Council under 'Items of Urgent Information'.*

Cllr Reg Williams proposed that the statement should start:

*A Councillor using the title Councillor who ...*

These amendments were agreed and the following statement was agreed to be added to the Council's Standing Orders under Section 1 (Meetings):

*A Councillor using the title Councillor who has or intends to distribute orally or in writing press releases, web-site articles, public letters, statements or similar relating to the business of the Parish Council or of Parish Councillors must notify the Council at the opening of or during the relevant agenda item, or retrospectively at the next meeting of the full Council under 'Items of Urgent Information'.*

## **21. COUNCILLORS' ALLOWANCES**

Cllr Reg Williams noted that the Council at its January meeting had agreed an increase in the budget for the Chair's allowance from £200 per annum to £250 per annum, but this was not an agreement to increase actual expenditure.

Cllr Reg Williams proposed that the Council consider an allowance for all Councillors of £20 per annum, and for the Chair of £200 per annum, to cover the cost of printing and telephone calls etc., but the proposal was not agreed.

## **22. AVON LOCAL COUNCILS ASSOCIATION**

The Council agreed to re-join ALCA for £556.61 per annum (for membership with immediate effect up to 31 March 2014) (budget heading General Administration).

## **23. REPORTS FROM REPRESENTATIVES ON OUTSIDE ORGANISATIONS**

Cllr Duncan Hounsell reported that the recent Dial a Ride meeting was cancelled. Cllr Duncan Hounsell reported that 12 businesses attended the recent social event held by Saltford Business Network, and their next event is a seminar on using social media for business on 28 February at 7.30 pm at Saltford Golf Club.

Cllr Chris Warren reported that Saltford Environment Group is setting up a wildlife group to catalogue wildlife in Saltford, and is starting a garden share scheme.

Cllr Jill Williams reported that Saltford Community Association is planning improvements to Saltford Hall including a lift and a hearing loop.

Cllr Mathew Blankley reported the following from the Parish Cluster meeting on 23 January:

- The concept of extending double-yellow lines into Manor Road was initially dismissed, but Cllr Mathew Blankley noted that cars had blocked the A4 during a site-visit in mid-2012, and it was agreed that B&NES would liaise and respond accordingly.
- The proposed new crossing near Norman Road/A4 junction is still being investigated.
- The cross-hatchings at Beech/Manor Roads junction will be repaired in warmer weather because there is still a lot of grit on the road that would need to be swept away once winter has ended.

## **24. KEY MEETINGS**

It was agreed that Cllr Mathew Blankley would represent the Parish Council at the following meetings during February:

Chew Valley Partnership Meeting - 6 February at Chew Magna  
Parishes Liaison Meeting – 20 February at the Guildhall, Bath

## **25. ITEMS OF URGENT INFORMATION**

Cllr Chris Warren reported that Saltford Environment Group volunteers are to clear

vegetation on the cycle path to open up views and will let B&NES know.

Cllr Rob King reported that when the street lights on the A4 between Saltford and Corston are turned off at night the 30mph sign stands out as it is illuminated.

Cllr Duncan Hounsell reported that:

- The planning of the 'energising event' will be on the next Council agenda.
- Avon County Head of the River Race from Twerton Lock to Kelston Lock takes place on Sat 2nd March 2013 from 08:30 to 16:30.
- B&NES has announced that its support for bus service 665 will continue as it is, and that there will be amendments to the 338 late evening service.

Cllr Mathew Blankley reported that B&NES Cabinet meetings are to be webcast live from 13 February.

The meeting closed at 9.55 pm

**Next Council meeting:** 5 March 2013

**Next Planning Committee meeting:** 19 February 2013

Chairman.....

Date confirmed and signed.....