

SALTFORD PARISH COUNCIL

Minutes of the meeting of the Council held at Saltford Hall, Saltford
on Tuesday 7th June 2011 at 7.15pm

PRESENT: Councillors Reg Williams (Chair), Duncan Hounsell (Vice-Chair), Mathew Blankley, Tina Curtis, Harvey Haerberling, Kim Johnson, Rob King, Neil McKen, Kevin Reeves, Rick Taylor, and Jill Williams

Officer Tricia Golinski

1. MINUTES

It was **RESOLVED** that the minutes of the Council meeting held on 17 May 2011 be confirmed as a correct record and signed by the Chair.

2. APOLOGIES FOR ABSENCE

No apologies for inability to attend this meeting were received.

3. PUBLIC TIME

There was 1 member of the public present, who spoke about the difficulty of exiting Chestnut Walk due to the lack of visibility.

4. CHAIR'S ANNOUNCEMENTS

The Chair made four announcements:

- The Council's defibrillator (green box on the wall of Davies & Way) needs checking every month. Cllrs Kim Johnson, Mathew Blankley and Rick Taylor volunteered to help Cllr Reg Williams do the checking.
- An annual headstone check needs to be done in the churchyard. Cllrs Neil McKen and Kevin Reeves volunteered to help Cllr Reg Williams do this.
- Community Songs of Praise is on Sunday 12 June at 10.30am at St Mary's, Cllr Reg Williams is attending and all are welcome.
- Members are invited to the presentation of the Queen's Voluntary Service Award to Avon Valley Railway on 18 June at 4.30pm at Bitton Station.

5. PLANNING MATTERS

1. Planning Committee Chair and Vice-Chair –

The members of the Planning Committee appointed Cllr Kevin Reeves to be Chair and Cllr Kim Johnson to be Vice-Chair of that committee.

2. **New planning applications**

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

11/02057/TPO - Saltford Marina The Shallows - Fell and clear 2 Poplars, crown lift to 7m 2 London Planes to clear eaves of building at Avon County Rowing Club, The Boathouses, Near Saltford Marina - Avon County Rowing Club

It was **RESOLVED** that Bath & N E Somerset Council be advised this Council **does not object to** this application

3. **Tree Preservation Orders –**

The Council considered the following Tree Preservation Orders which came into force on a temporary basis on 19 May 2011:

Somercourt, Homefield Road – Saltford no. 8 – silver birch in front garden

50 Grange Road – Saltford no. 9 – deciduous trees of whatever species located in rear garden

No comments were made.

4. **Decisions**

The Clerk reported the following application which had been WITHDRAWN:

11/00911/FUL – Saltford Primary School Claverton Road – Erection of a children's day nursery within existing school grounds with external secure play area – Tiddlers Day Nursery

5. **Possible Contraventions**

The Clerk reported the following updates from B&NES on matters which had been referred to them for clarification as to whether a contravention of planning controls had taken place:

- 07/00321 Burnett Business Park - It was observed that some of the aggregates have been moved inward out the area of the Enforcement Notice. The merit of such change of use of the land, where the aggregates were moved to, has to be considered separately. The Notice has been substantially complied with despite the fact that the area concerned is yet to be grassed. Although the Notice specified that the land must be restored to the condition which existed before the development took place, the description is open-ended and could be interpreted in several ways. This is very difficult to verify as the Council do not have evidence of how the land was before the development took place, as such the section of the Notice would be very difficult to enforce. Notwithstanding the above, the main objective of the Local Planning Authority was the removal of the aggregates and the waste materials from the land and this objective has now been achieved, as such, the Enforcement Notice dated 06th April 2009 has been complied with and no further action would be taken.
- 11/00310/UNDEV Somercourt Homefield Road – An officer will visit the site within the next few days to establish matters of fact about the complaint and will write thereafter.

- 10/00632 The Crown/3 Tynning Road – This was discussed at a recent legal meeting and we have again written to the owner requesting a date and timescale for these works to commence again.
- 11/00056/LBWORK 61 High Street - The persons looking after this property have been contacted by an officer from the Listed Buildings team who has recommended certain things to them to deal with this matter and also submit a Listed Building Application within three months in an attempt to regularise these works.
- 11/00217/UNDEV 61 Norman Road - The container located in the garden has been in situ for 15 years and is therefore immune from enforcement action.
- 11/00216/UNAUTH Former toilet block Manor Road - Site visits and enquiries with the owners reveal at this stage no breach of planning.

It was agreed to ask B&NES what action they will take regarding the rubble shifted to a different area at Burnett Business Park (ref. 07/00321).

Remaining outstanding possible contraventions:

08/00651 Adjoining boathouse between Mead Lane and river Avon - Residential boat mooring

10/00021 Saltford Marina - Office and shower facility building not yet moved to location for which planning permission was given

11/00239 Riverside Inn, The Shallows - Children's play park been constructed in adjacent field in Green Belt without planning permission

6. Site visit notifications

It was agreed to continue notifications to applicants and neighbours of planning applications, offering site visits prior to consideration of the application. Issues of timing of visits and availability of members are to be discussed at the next meeting.

7. Planning items of urgent information

There were none.

6. 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 June 2011 be authorised and the schedule signed by the Chair.

3. **Annual accounts and annual return for financial year 2010-11** –

Cllr Kim Johnson queried the reserve account amount of £14,000. Cllr Reg Williams explained that this was held for the possibility of acquiring new office accommodation. It was agreed to discuss this further at the next meeting.

Cllr Rob King queried some inaccurate figures that appeared in members' copies of the Receipts and Payments Summary Account. It was agreed to approve the accounts once these figures had been corrected.

4. Internal audit report for 2010-11 –

Members discussed and approved the internal audit report for the financial year 2010-11.

5. Membership of Avon Local Councils Association –

Members discussed the possibility of re-joining ALCA. Cllr Reg Williams reported that Saltford Parish Council used to be a member of ALCA but had left as they had not found ALCA's services to be useful. Cllr Duncan Hounsell suggested asking ALCA's secretary to attend a Parish Council meeting to explain the benefits of being a member of ALCA, and this was agreed.

6. Local Council Review –

The Council agreed to renew the subscription to Local Council Review for £27 per year (budget heading Subscriptions).

7. Litter pick costs –

The Council approved expenditure of £60 for miscellaneous costs relating to the litter pick due to be held on 5 June (but postponed until 26 June due to the weather) (budget heading Miscellaneous Schemes).

8. Paint and materials to paint youth shelter –

The Council approved expenditure of up to £50 for paint and materials for the Explorer Scouts to paint the youth shelter (budget heading Miscellaneous Schemes).

9. Training costs –

The Council approved expenditure of £760 on training courses for new members (budget heading Training).

10. Members' badges –

The Council authorised expenditure of up to £30 for ID badges for all members (budget heading General Administration). It was agreed that ID badges are useful for site visits and external meetings, and members should give the Clerk a passport-sized photograph for ID cards to be produced.

7. RAILWAY TRAFFIC STUDIES

Cllr Duncan Hounsell reported that B&NES Council Leader Paul Crossley had mentioned trying to increase local commuter rail passenger numbers and rail traffic, and the possibility of re-opening Saltford station in future. It was agreed to ask B&NES to include the possible re-opening of Saltford railway station in any public consultation or feasibility study relating to increasing the proportion of local traffic that uses the railway.

8. INVITATION TO NEW B&NES COUNCIL LEADER

Cllr Duncan Hounsell reported that B&NES Council Leader Paul Crossley would welcome an invitation to attend a Parish Council meeting and would be available for the September meeting. It was agreed to invite him to the September meeting and to ask him in advance to consider certain issues (yet to be agreed).

9. REPORTS FROM REPRESENTATIVES ON OTHER ORGANISATIONS

Cllr Duncan Hounsell reported that the following items were discussed at the recent meeting of Avon Local Councils Association:

- The Localism Bill
- The Parish Charter
- Relaxation of planning rules for change of use from commercial to residential premises
- Parish Online mapping system. Cllr Tina Curtis added that she can advise members on the use of the system and will look into the issue of separate passwords for members and circulate these.

10. TRAFFIC AND TRANSPORT

The Council considered the following further actions on traffic and transport from the Parish Plan –

- Investigate ways of achieving a reduction in through traffic, particularly of heavy goods vehicles – it was agreed that the Parish Council would take this issue on.
- Give full weight, in long term planning, to the wish of the majority of Saltford households for the village to be by-passed - it was agreed that the Parish Council would take this issue on. Cllr Duncan Hounsell noted that a by-pass is mentioned as an aspiration in B&NES Core Strategy and in the Joint Local Transport Plan.
- Undertake more frequent speed checks (*on village roads*) – it was agreed that the Parish Plan Implementation Group should take this issue to the PACT meeting.
- Install an additional speed camera on the A4 – it was agreed that the Parish Plan Implementation Group should take this issue to the PACT meeting.
- Instigate speed checks on traffic approaching the bend on the A4 before this (*Norman Road*) junction from the West – it was agreed that the Parish Plan Implementation Group should take this issue to the PACT meeting.
- Install a 'slow down' sign warning of junction ahead on the A4 approach (*to Norman Road*) from the West – Cllr Mathew Blankley reported that this issue is on B&NES' list, had been scored highly and would be implemented when funds were available, possibly in 3 years' time.
- Install pedestrian crossings near the bus stop at the bottom of Bath Hill, and the bus stops at Copse Road - it was agreed that the Parish Council would take this issue on.
- Increase monitoring of existing parking restrictions - it was agreed that the Parish Council would take this issue on.
- Consider extending current parking restrictions and introducing others - it was agreed that the Parish Council would take this issue on.
- Seek to identify additional car parking areas in the village - it was agreed that the Parish Council would take this issue on.
- Investigate reported instances of habitual parking on pavements and take appropriate action – it was agreed that this is a matter for the public to report to the Police, and an item would be put in SCAN about it.
- Continue to seek alteration to the bus fare structure - it was agreed that the Parish Council would take this issue on.

It was agreed that the Clerk would ask B&NES to add to its list the items which the Parish Council agreed to take on, and that at its next meeting the Council would consider the priorities to be advised to Paul Crossley.

11. DELIVERY LORRIES AT SHOP PARADE

Cllr Reg Williams reported that B&NES' Parking Officer had written to all the businesses at the shop parade about this but not had any responses. PC Ian Harris set up a meeting on 10 June with the managers of Tesco and the Co-op and B&NES Parking people to discuss the delivery lorries problem arising from the PACT meeting and Cllr Reg Williams will be attending.

12. B&NES CORE STRATEGY SUBMISSION

The Council noted that B&NES has submitted its Core Strategy and associated documents to the Secretary of State for independent examination. Cllr Duncan Hounsell noted that some issues may change as a result of the new administration at B&NES.

21. RIVER BANK EROSION

The Clerk reported the following response from B&NES Parks & Green Spaces Officer: I am awaiting a response from Property on this issue, I suspect there will also be an issue with budgets on work such as this, if we have a re-look at the site then I will let you know the response from this.

Cllr Reg Williams asked to be informed of the date of any site visit.

14. MEMORIAL FOR FRANK VINE

Cllr Tina Curtis reported that Signs of Saltford will install the memorial plaque by the end of June. Cllr Reg Williams suggested that a formal opening of the memorial is then arranged.

15. ALLOTMENT SITE WATER SUPPLY

The Clerk is awaiting a response from Somer Housing as to whether the lease for the allotment site will be extended beyond 2013, prior to arranging for the installation of a water supply on the site.

16. PARISH COUNCIL PRIORITIES

Cllr Duncan Hounsell suggested that the Council has a list of priorities and that the first two items should be:

1. Implementation of the Parish Plan
2. Establishment of a local business support network

Cllr Reg Williams suggested that item 3 should be:

3. Traffic volume and pollution

It was agreed that this should be on the agenda of each meeting.

17. INFORMATION TO THE COUNCIL

Members discussed the items on the list circulated with the agenda.

18. ITEMS OF URGENT INFORMATION

Cllr Jill Williams reminded members about the Parish Council walk on 15 June as part of Saltford Festival.

The meeting closed at 9.00pm.

Next Council meeting: 6 July 2011

Next Planning Committee meeting: 21 June 2011

Chairman.....

Date confirmed and signed.....