

SALTFORD PARISH COUNCIL

Minutes of the meeting of the Council held at Saltford Hall, Saltford
on Tuesday 6th May 2014 at 7.15pm

PRESENT:

Councillors - Duncan Hounsell (retiring Chair), Adrian Betts, Harvey Haeberling, Rob King, Neil McKen, Kevin Reeves, Robert Taylor, Chris Warren, Jill Williams and Reg Williams

Officer - Tricia Golinski

1. ELECTION OF CHAIR

It was proposed by Cllr Adrian Betts and seconded by Cllr Chris Warren that Cllr Duncan Hounsell be elected Chair for the year 2014/15.

A vote was taken and Cllr Duncan Hounsell was elected as Chair for the year 2014/15, and signed a Declaration of Acceptance of Office of Chair.

2. MINUTES

The minutes of the Council meeting held on 15 April 2014 were confirmed as a correct record and signed by the Chair.

3. APOLOGIES FOR ABSENCE

No apologies for inability to attend this meeting were received.

4. APPOINTMENT OF VICE-CHAIR

It was proposed by Cllr Duncan Hounsell and seconded by Cllr Robert Taylor that Cllr Chris Warren be elected Vice-Chair for the year 2014/15.

It was proposed by Cllr Jill Williams and seconded by Cllr Kevin Reeves that Cllr Reg Williams be elected Vice-Chair for the year 2014/15.

A vote was taken and Cllr Reg Williams was appointed as Vice-Chair for the year 2014/15, and signed a Declaration of Acceptance of Office of Vice-Chair.

5. DECLARATIONS OF INTEREST

No declarations of interest were made.

6. PUBLIC TIME

There were no members of the public present.

7. CHAIR'S ANNOUNCEMENTS

The Chair made the following announcements:

- Cllr Kim Johnson has resigned because of work commitments. There is now a vacancy on Saltford Parish Council. An election will take place in due course as the requisite 10 electors of Saltford have called for one.
- A reminder to all councillors that amendments to motions on an agenda must be relevant to the motion and shall be either to leave out words, to insert or add words, or to leave out words and insert or add others. Such omission, insertion or addition of words shall not have the effect of negating the motion before the Council, or introducing a substantially new proposal.
- The inclusion of Bath Road in the published list of roads produced by B&NES Council for the roll-out of the new 20 mph limits was an error. The A4 Bath Road will remain as 30 mph. No further action is required.
- I have written again in a personal capacity to the farmer about the loss of permissive paths on the south side of Saltford following the withdrawal of subsidy and await a reply.
- A thank you on behalf of Saltford Parish Council to the kayak and canoe clubs led by Vanessa Hiller who collected litter from the Saltford Shallows river banks on the Easter weekend as a way of raising funds for the charity "Youth Adventure Trust". This is expected to become an annual event and Wessex Water has promised to provide practical support.
- The Annual Saltford Neighbourhood Watch meeting hosted by the Parish Council is tomorrow Wednesday 7th May from 7pm in the Avon Room at Saltford Hall. All are welcome to attend.
- My thanks to Peter John and Hilary Smedley of the Keynsham and Saltford History Society who have provided detailed information about the 17 names recorded on Saltford's War Memorial (erected 1920) relating to WW1.

8. PLANNING MATTERS

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

14/01232/FUL - 449 Bath Road - Provision of loft conversion with extended rear gable to bungalow and front dormer - Mr & Mrs G Hawkins
It was resolved that B&NES Council be advised that this Council **comments on** this application: no comment.

- b) **Decisions** – The Clerk reported the following applications which had been PERMITTED with conditions by B&NES Council:

14/00805/AR - Bath Road - Display of six sheet internally illuminated

advertisements in the Tynning Road (Eastbound) bus stop, Bath Road - B&NES

14/00809/FUL - 439 Bath Road - Alterations to shop and flat above. Erection of two storey rear extension to house new staircase - Ms Bal Shargall

14/00915/FUL - 9 The Batch - Erection of first floor extension to enlarge living room - Mr & Mrs Roger Follett

14/01012/FUL - 15 Uplands Road - Erection of single storey rear extension following part demolition of garage/store. Installation of rear dormers and raise ridge line to staircase and rear bedroom to align with ridge line of main roof - Mr David Ithier

14/01096/FUL - 34 Claverton Road - Erection of single storey rear extension and conversion of loft including installation of dormer - Mr Chris Rainbow

- c) **Planning items of urgent information** – Cllr Duncan Hounsell volunteered to attend B&NES' Paperless Planning workshop on 12 May, and Cllr Reg Williams asked that the following question be raised at the workshop: How can the existing and proposed drawings be compared online?

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 May 2014 be authorised and the schedule signed by the Chair.
- c) **Annual accounts and annual return for financial year 2013-14** – The Council approved the annual statement of accounts for the financial year 2013-14 and the Chair signed Sections 1 and 2 of the annual return for the financial year 2013-14.
- d) **Review of internal audit** – The Council approved the internal audit of the Council's 2013/14 accounts undertaken by Auditing Solutions Ltd, and thanks were given to the Clerk.
- e) **Annual review of asset register** – The Council reviewed its register of assets and it was agreed to add two Fairtrade road signs (purchase cost £190 in total), and to remove the allotments as the Council does not own the land.
- f) **Council insurance** – The Council agreed to renew its insurance policy with Aon UK Ltd, at a cost of £368.95 (budget heading Insurance). Cllr Reg Williams raised the question of whether insurance values are appropriate, and it was agreed that copies of the insurance schedule would be circulated to all members.
- g) **Avon Pension Fund** – Cllr Reg Williams reported that the terms and conditions of the Avon Pension Fund changed on 1 April 2014: the employer's contribution rate has gone up from 13.9% to 15.8%, the employee's rate has gone down from 6.5% to 5.5%, and the deficit recovery amount remains the same at £33.33 per month. Cllr Duncan Hounsell noted that the Clerk's contract of employment states that the

Council is a member of the Local Government Pension Scheme which the Clerk is entitled to join. It was agreed to accept the changes to Avon Pension Fund for the current Clerk.

10. APPOINTMENT OF COMMITTEES AND WORKING GROUPS, MEMBERSHIP THEREOF AND CHAIRS AND VICE-CHAIRS THEREOF

The Council agreed to the formation of the following Committees and Working Groups, the following Chairs and Vice-Chairs thereof and the following members thereof for the year 2014/15 (the Chairs and Vice-Chairs were selected only by the members of that committee):

Planning Committee members:

Adrian Betts (Chair)
Kevin Reeves (Vice-Chair)
Harvey Haeberling
Duncan Hounsell
Rob King
Neil McKen
Robert Taylor
Chris Warren
Jill Williams
Reg Williams

Staffing Committee members:

Adrian Betts
Duncan Hounsell
Reg Williams

Churchyard Safety, Churchyard and Allotments Maintenance Working Group members:

Duncan Hounsell
Stewart Long
Jeff Streeter
Robert Taylor
Chris Warren

Cllr Kevin Reeves reported that the **Placemaking Plan Working Group** would remain active for a further few days and would then be disbanded.

11. DATES OF MEETINGS OF COUNCIL AND COMMITTEES

The Council agreed the following dates on which the Council and committees will meet for the year 2014/15:

Council Meeting including Planning Matters

3 June 2014
1 July 2014

Planning Committee Meeting

20 May 2014
17 June 2014
15 July 2014
29 July 2014 if necessary
12 August 2014

2 September 2014	16 September 2014
7 October 2014	21 October 2014
4 November 2014	18 November 2014
2 December 2014	16 December 2014
6 January 2015	20 January 2015
3 February 2015	17 February 2015
3 March 2015	17 March 2015
7 April 2015 (plus Parish Meeting usually commencing at 6.30)	21 April 2015
19 May 2015 (Annual Council meeting)	5 May 2015

12. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

The following Members were appointed to represent the Council at meetings of these organisations:

Organisation	Parish Council representative(s)
B&NES Parishes Liaison	Chair (& Vice-Chair reserve)
Chew Valley Partnership (in new form 'Connecting Communities')	Chair (& Vice-Chair reserve)
Saltford Community Association	Jill Williams
Keynsham Young People's Liaison Group	Neil McKen
River Avon Users Consultative Committee	Reg Williams & Neil McKen
Saltford Environment Group	Chris Warren

The Chair took item 15 next.

Cllr Chris Warren left the meeting at 8.35 pm.

13. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

Cllr Duncan Hounsell reported that Saltford Business Network held its AGM on 24 April with speakers on employment law and apprenticeships.

Cllr Duncan Hounsell reported that Saltford Environment Group met on 27 April.

Cllr Neil McKen reported that Keynsham Town Council's Young People's Liaison Group held a workshop on 30 April for young people and groups in the area.

Cllr Jill Williams reported that Saltford Community Association is hosting an under-18's charity disco on 16 May.

Cllr Jill Williams reported that a lift is to be installed in Saltford Hall following receipt of a grant from SITA Trust.

14. CHURCHYARD HEADSTONE CHECK

The Clerk reported that members of the Churchyard Working Group did a safety check of the headstones in the churchyard on 15 April. Four headstones which were dangerously wobbly were laid down flat and five more were identified as needing action to make them safe. Efforts will be made to contact any relatives, by putting a notice in SCAN and accessing the burial records held by Rev. Hall. Cllr Duncan Hounsell noted that the Parish Council has a duty to make the churchyard safe, and that the wet winter weather may have contributed to the weakened state of many headstones.

15. 20 MPH SPEED LIMITS

A motion from Cllr Reg Williams, seconded by Cllr Jill Williams, that Saltford Parish Council objects to the proposed widespread introduction of 20mph speed limits in Saltford on the basis that they will not be enforced and will be ignored by many drivers, was discussed but not carried.

16. PUBLICITY

The Council agreed items to include in the Parish Council's page of SCAN and ideas for the next Parish Council e-newsletter.

17. ITEMS OF URGENT INFORMATION

Cllr Neil McKen reported that on Sunday 4 May in The Shallows, a Scout group had been given permission by B&NES to hold an event on part of the riverside picnic area, but neither the Parish Council nor local residents had been informed. The Clerk is to investigate this and report to Cllr McKen.

Cllr Reg Williams reported that, following press reports of new toilets in Keynsham Park, the Clerk is to find out what is planned for the toilets in The Shallows.

Cllr Rob Taylor noted that some of the grassed areas in Stratton Road had been cut and some had not. This may be due to some being B&NES' land and some Curo's.

Cllr Rob King noted that temporary changes to bus routes due to the closure of the A431 Kelston Road mean that additional buses numbers 37 and 319 now stop in Saltford and go to East Bristol and Cribbs Causeway.

The meeting closed at 8.55 pm

Next Council meeting: 3 June 2014

Next Planning Committee meeting: 20 May 2014

Chairman.....

Date confirmed and signed.....