

SALTFORD PARISH COUNCIL

Minutes of the meeting of the Council held at Saltford Hall, Saltford
on Tuesday 19th May 2015 at 7.15pm

PRESENT:

Councillors - Adrian Betts (Retiring Chair), Ben Eve, Jon Godfrey, Phil Harding, Duncan Hounsell, James Macnaughton, Liz Macnaughton, Kyle Rice, Rob Taylor, Chris Warren and Farida Wilson

Officer - Tricia Golinski

1. ELECTION OF CHAIR

It was proposed by Cllr Chris Warren and seconded by Cllr Farida Wilson that Cllr Duncan Hounsell be elected Chair for the year 2015/16.

Cllr Duncan Hounsell was elected Chair for the year 2015/16 and signed a Declaration of Acceptance of Office of Chair.

2. ELECTION OF VICE-CHAIR

It was proposed by Cllr Duncan Hounsell and seconded by Cllr Chris Warren that Cllr Phil Harding be elected Vice-Chair for the year 2015/16.

Cllr Phil Harding was elected Vice-Chair for the year 2015/16 and signed a Declaration of Acceptance of Office of Vice-Chair.

3. MINUTES

The minutes of the Council meeting held on 21 April 2015 were confirmed as a correct record and signed by the Chair.

4. APOLOGIES FOR ABSENCE

No apologies for inability to attend this meeting were received.

5. DECLARATIONS OF INTEREST

No interests were declared at this point.

6. PUBLIC TIME

There were 5 members of the public present.

Brian Cooper spoke about Saltford Parish Plan and highlighted two still unresolved

issues: the volume of traffic on the A4, and parking problems.

7. CHAIR'S ANNOUNCEMENTS

The Chair made the following announcements:

- On behalf of the new Council, I wish to record my appreciation for the contribution of all former councillors who are no longer on this Council especially those who served on this Council for many years.
- Welcome to all newly elected Parish councillors. There was a 76.4% turnout for the Parish Council election, the first contested elections for the whole Parish Council since 1991. The count took 5 ½ hours.
- Note that an election expenses return must be submitted to electoral services at the Guildhall by all candidates within 28 days of the election even if it is a NIL return. The relevant forms can be found on the Electoral Commission web-site. Click on “candidates or agents”, click on “Parish or Community Council elections” and find the downloadable forms in section 3.
- B&NES Council’s current grass cutting policy and practice is to cut every three weeks at this time of year, leave the cuttings, and not to treat weeds as, in its view, treatment kills the grass as well and encourages stronger weed growth.
- I have emailed PC Sam Kayser, local beat manager, to find out a preferred date for the 2015 Salford Annual Neighbourhood Watch meeting which is hosted by us in liaison with the Police.
- There is a formal consultation taking place now on the proposed Toucan (Pedestrians and cyclists) crossing at the bus stops on the Bath Road near the Norman Road junction. This consultation ends on Thursday 4th June. It is expected that, following the installation of this crossing, the national cycle route via the High Street will be redirected along Norman Road, across this Toucan crossing and along Grange Road rather than be directed via Beech Road and Manor Road.
- The cutting back of the oak tree limbs hanging over a neighbouring paddock by St. Mary’s Churchyard is due to take place on Monday 25th May.

8. APPOINTMENT OF COMMITTEES AND WORKING GROUPS AND MEMBERSHIP THEREOF

The Council agreed to form two committees:

- Planning Committee, comprising seven members: Cllrs Adrian Betts, Jon Godfrey, Phil Harding, Duncan Hounsell, Kyle Rice, Rob Taylor and Chris Warren.
- Staffing Committee, comprising four members: Cllrs Jon Godfrey, Phil Harding, Duncan Hounsell and Farida Wilson.

The Council agreed to form one working group:

- Churchyard Safety, Churchyard and Allotments Maintenance Working Group, comprising four members: Cllrs Duncan Hounsell, Liz Macnaughton, Rob Taylor and Chris Warren.

It was also agreed to invite the two allotment tenants who were previously members of this working group to join it again.

9. DATES OF MEETINGS OF COUNCIL AND COMMITTEES

The Council agreed to meet on the following dates for the year 2015/2016:

Dates of Council Meetings (including Planning Matters)

2 June 2015
7 July 2015

1 September 2015
6 October 2015
3 November 2015
1 December 2015
5 January 2016
2 February 2016
1 March 2016
5 April 2016 (plus Parish Meeting usually commencing at 6.30)
3 May 2016 (Annual Council meeting)

Dates of Planning Committee Meetings

23 June 2015
28 July 2015
18 August 2015
22 September 2015
27 October 2015
24 November 2015
22 December 2015
26 January 2016
23 February 2016
22 March 2016

26 April 2016

10. APPOINTMENT OF LINK MEMBERS FOR OUTSIDE BODIES

The Council agreed that the following members would act as key links with the following organisations:

B&NES Parishes Liaison	Chair and any other members
Connecting Communities Keynsham Area Forum	Chair and any other members
Saltford Community Association	Cllr Kyle Rice
River Avon Users Consultative Committee (RAUCC)	Cllr Phil Harding
Saltford Environment Group	Cllrs Phil Harding and Chris Warren
Saltford Business Network	Cllr Duncan Hounsell

11. PLANNING MATTERS

- Election of Chair** – Cllr Adrian Betts was elected Chair of the Planning Committee for the year 2015/2016.
- Election of Vice-Chair** – Cllr Phil Harding was elected Vice-Chair of the Planning

Committee for the year 2015/2016.

- c) **Minutes** - The minutes of the Planning Committee meeting held on 5 May 2015 were confirmed as a correct record and signed by the Chair.
- d) **New planning applications** – The Council considered the following planning applications in respect of which Bath & North East Somerset (B&NES) Council had invited comments:

15/01874/FUL - 33 Rodney Road - Erection of annexe extension to existing property - Mr & Mrs Britton

It was resolved that B&NES Council be advised that this Council **COMMENTS ON** this application: Consideration should be given to possible issues regarding access for maintenance as the extension proposed is very close to the neighbouring property.

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

15/01151/FUL - 44 High Street - Erection of extension to an existing single garage incorporating new pitched roof, front façade and door - Mr Simon Martin

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

12. 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 2015 be authorised and the schedule signed by the Chair.
- c) **Addendum to 2014-15 Internal Audit Report** – The Council considered and approved the Addendum to the internal audit of the Council's 2014/15 accounts undertaken by Auditing Solutions Ltd.
- d) **The Good Councillor Guide** – The Council authorised expenditure of £44 on 11 copies of The Good Councillor Guide from NALC (budget heading Training).
- e) **Annual review of asset register** – The Council reviewed its register of assets and accepted the following change: the automatic external defibrillator, responsibility for which passed to Davies & Way in November 2015, is no longer insured.
- f) **Council insurance** – Cllr Phil Harding declared an interest as his son works for Zurich. The Council agreed to accept the following quote for renewing its insurance policy, which is due on 1 June 2015 (budget heading Insurance): Zurich - £313.60.
- g) **Funeral wreath for Peter Duppa-Miller** – The Council authorised expenditure of up to £50 on a wreath to be sent to the funeral of Peter Duppa-Miller MBE, clerk to Combe Hay, County Committee member of ALCA and Area Secretary for B&NES (budget heading S.137).

- h) **War memorial signage** – The Council authorised expenditure of up to £500 on permanent signage outlining details of the fallen on Saltford war memorial, as supplied by Owen McDermott (budget heading Council Led Schemes).

13. MEMBERSHIP OF NATIONAL ASSOCIATION OF LOCAL COUNCILS (NALC)

The Council agreed to join NALC in this financial year at a cost of £470.92 (from 1 June 2015 to 31 March 2016) (Budget heading Training).

14. GENERAL POWER OF COMPETENCE

The Council agreed to adopt the General Power of Competence for this Council year, subject to the Clerk achieving the required qualification.

15. LOCAL FLOOD REPRESENTATIVE

It was agreed that Cllr Phil Harding would ask RAUCC for a volunteer Local Flood Representative for Saltford.

16. INVITATION TO ST MARY'S SONGS OF PRAISE 14 JUNE

It was agreed that Cllr Duncan Hounsell would accept the invitation to the Community Songs of Praise on the first Sunday of the Festival week, Sunday 14 June at 10.00 am.

17. FIVE-POINT VISION FOR SALTFFORD

The Council agreed to adopt this five-point vision for Saltford (following three minor amendments):

- 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.

18. SALTFFORD STATION

Cllr Rob Taylor declared an interest as he works for First Great Western.

The following motion, proposed by Cllr Duncan Hounsell and seconded by Cllr Chris Warren, was agreed unanimously:

Saltford Parish Council supports the principle of re-opening Saltford Station whilst mindful to address any concerns. Saltford Parish Council welcomes the fact that £250,000 has been included in the budgets of B&NES Council in order to take the project development forward to Network rail's GRIP stages 3 and 4. Saltford Parish Council asks that B&NES Council commission this development work at the earliest opportunity. Saltford Parish Council's preferred site is the existing site. This Council does not wish to place any constraints on this development work but asks that it is

consulted about options before final decisions about Salford Station are eventually made.

19. COUNCILLOR PROFILES

The Council agreed to invite all Salford Parish councillors to put a photograph of themselves ("head and shoulders") and a brief description of their background and interests (40 – 100 words) on the public section of the Parish Council website in the interests of transparency and public engagement.

20. ITEMS OF URGENT INFORMATION

No items were reported.

The meeting closed at 8.30 pm

Chair's signature.....

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

Next Council meeting:
Next Planning Committee meeting: