

# SALTFORD PARISH COUNCIL

Minutes of the meeting of the Council held at Saltford Hall, Saltford on Tuesday 7<sup>th</sup> November 2017 at 7.15pm

## PRESENT:

**Councillors** – Adrian Betts, Ben Eve, Jon Godfrey, Phil Harding, Duncan Hounsell, Kyle Rice, Chris Warren (Chair) and Farida Wilson

**Officer** – Tricia Golinski

## 1. MINUTES

The minutes of the Council meeting held on 3 October 2017 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 James Macnaughton, Liz Macnaughton and Rob Taylor.

## 3. DECLARATIONS OF INTEREST

No interests were declared.

## 4. PUBLIC TIME

There were 10 members of the public present.

Dick Stabbins spoke in support of item 14 if it meant clearing the undergrowth by the river.

Lis Evans spoke about item 17 HIGHWAYS MAINTENANCE 2018/19, and suggested that Mead Lane was in need of resurfacing.

## 5. CHAIR'S ANNOUNCEMENTS

No announcements were made.

## 6. CLERK'S ANNOUNCEMENTS

The Clerk made the following announcement:

- I attended a webinar on 11 October organised by the Society of Local Council Clerks about the General Data Protection Regulations (GDPR) which comes into effect in May 2018. The GDPR is expected to have a big impact on all organisations which handle personal data and there are concerns as to how small organisations like parish councils will cope with the increased responsibilities. There was a suggestion that higher level authorities (in our case, B&NES) might take on these responsibilities on behalf of parish councils. We can expect some guidance on this from NALC

(National Association of Local Councils), which is liaising with the government about the impact of the GDPR. Also the GDPR is scheduled to be discussed at the next B&NES Parishes Liaison meeting in February 2018.

## 7. REPORT FROM B&NES WARD COUNCILLORS

B&NES Cllrs Emma Dixon and Francine Haerberling sent their apologies and the following updates:

- Planning is underway to replace the children's play park on Wedmore Road. Designs are currently being discussed and these will be put out to consultation at the end of November.
- Cllr Emma Dixon met with B&NES officers recently to discuss the poor lighting and the footpaths leading from Saltford Hall to the rear car park. Both are going to be improved and officers are currently costing the project so it can go ahead as soon as possible.

**(The Chair took item 21 next)**

## 8. PLANNING MATTERS

- a) **Minutes** - The minutes of the Planning Committee meeting held on 17 October 2017 were confirmed as a correct record and signed by the Chair.
- b) **Decisions and Appeals** – The Clerk reported that the following applications have been PERMITTED (with conditions) by B&NES Council:

Revised plans for 17/02146/FUL - Avon View, The Shallows - Extension of front balcony and addition of side balcony/garden accessway. New garden landscaping including stone retaining walls, terracing and swimming pool - Mr Luke Pargeter

17/04616/TCA - 1-2 Collins Buildings High St - 1 x Western Red Cedar - fell - Mr Mark Gaisford

17/04397/FUL - 87 Grange Road - Erection of single storey infill extension to side elevation and alterations to windows and doors to elevations - Mr & Mrs Keith Batchelor

17/04303/FUL - 4 Chestnut Walk - Erection of a 2 storey side and single storey rear extension and alterations including attic conversion to replace existing garage and side extension - Ms Alison Britton

17/04442/TCA - Penwell 26A High Street - Cedar (C1) - fell - T & B S Ltd

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

## 9. FINANCIAL MATTERS

- a) **Monthly Financial Reports** – The report was discussed and accepted by members.
- b) **Schedule of Expenditure** – The expenditure listed in the schedule for the month of November 2017 was authorised and the schedule signed by the Chair.

- c) **Website domain renewal** – The Council authorised expenditure of £55.00 to Vision ICT for the biennial [.gov.uk](http://gov.uk) domain renewal fee from December 2017 to November 2019 (budget heading Publicity).

## **10. ALLOTMENT SITE LICENCE**

The Council agreed to contact Curo to renew the licence for the allotment site at Wickhouse Close, for a further five years from November 2018, and to request a quick response.

## **11. B&NES COUNCIL'S HELAA REVIEW**

The Council considered B&NES Council's Housing & Employment Land Availability Assessment and agreed its response in relation to the sites in Saltford.

## **12. B&NES LIBRARIES**

The Council considered B&NES Council's proposals for new community libraries and the implications for Saltford library. The proposals are part of efficiency savings which B&NES needs to make, and would see all libraries being run by local communities, apart from the three main libraries in Bath, Keynsham and Midsomer Norton which would continue to be run by B&NES Council.

Saltford library building is owned by B&NES Council, its running costs are approximately £4,000 per year not including staff costs, its opening hours are limited and it is already run by volunteers on a Saturday morning. Chris Essex of Saltford Community Association has arranged to meet B&NES to discuss the proposals and a member of the Parish Council will join them.

Cllr Duncan Hounsell noted that B&NES Council's decision to adopt a new approach to delivering community run library services has been subject to a 'Call In' and will be reviewed by the Policy Development & Scrutiny Panel for Communities, Transport & Environment on 13 November.

## **13. POST OFFICE CONSULTATION**

The Post Office announced on 3 November that the proposed new operator has decided not to progress their application to operate the branch, so the local public consultation on the proposed relocation of the branch has therefore ceased with immediate effect and the branch will continue to operate from the current site at this time.

The Parish Council heard from the current Post Office manager that they would be willing to continue running the Post Office if issues around holiday leave can be resolved. It was agreed that the Council would encourage the Post Office to consider all options.

## **14. B&NES COUNCIL'S COMMUNITY EMPOWERMENT FUND**

Cllrs Chris Warren and Phil Harding reported from a site meeting with B&NES officers at The Outlook that B&NES is opposed to the removal of mature trees.

Cllr Phil Harding reported that Saltford Community Association (SCA) is planning a package of measures to improve energy efficiency and lower the carbon footprint of Saltford Hall. It was agreed that the Parish Council would apply for B&NES Council's Community Empowerment Fund to provide £2040 towards this project and match-fund it with an equivalent amount, with the possibility of further funding in future.

## **15. EX-BT PHONE BOX**

Cllr Chris Warren reported that a risk assessment was undertaken on the phone kiosk. Work needed includes removing the kiosk from its plinth, removing the old paint, having it re-painted red, and re-glazing. An estimate of £800 was given for the cost of repairs. The manager of the Bird in Hand has offered a financial contribution.

Cllr Jon Godfrey outlined plans to set up a free public wi-fi Hot Spot from the phone kiosk, using a wireless link to the pub. Some questions remain regarding the power supply.

## **16. SALT FORD PARISH COUNCIL COMMUNITY AWARDS 2018**

The Council agreed the arrangements for its 2018 Community Awards, the winners of which will also be put forward for the B&NES Chairman's Awards as appropriate.

## **17. HIGHWAYS MAINTENANCE 2018/19**

The Council agreed to recommend the following streets in Saltford to be recommended for inclusion in B&NES Highways Maintenance programme for 2018/19:

1. Mead Lane
2. Claverton Road (by the school)
3. Longwood Lane

## **18. CHURCHYARD HEADSTONE SAFETY CHECK**

Cllr Chris Warren reported that the annual churchyard headstone safety check was done on 10 October 2017, and a quote has been sought for the repair of 3 unsafe headstones.

## **19. WAR MEMORIAL IMPROVEMENTS**

Cllr Chris Warren is seeking quotes for railings and gates for the War Memorial.

## **20. FIRST WORLD WAR CENTENARY EVENT**

It was agreed to hold an event to commemorate the centenary of the end of the First World War on the afternoon of Sunday 11 November 2018 at Saltford Hall, with refreshments provided by SCA. Cllr Phil Harding is liaising with Bath Record Office about offering genealogy research on local people's relatives in the First World War.

## **21. FEEDBACK FROM NEIGHBOURHOOD WATCH MEETING**

Cllr Duncan Hounsell reported from this year's Neighbourhood Watch meeting held on 18 October 2017. Those attending the meeting expressed their appreciation of the police and of the improved information being provided to neighbourhood watch schemes.

## **22. FEEDBACK FROM CLERK'S APPRAISAL**

Cllr Chris Warren reported that the Clerk's appraisal went well, and that plans will be made in January to seek a Cover Clerk who could be trained to succeed the Clerk who plans to retire in summer 2018.

**23. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES**

Cllr Phil Harding reported that Saltford Environment Group (SEG) will open the Heritage Centre on 25 November from 10 to 12.

Chris Essex reported that SCA has raised the full £3000 required to keep the permissive paths open for another year.

**24. ITEMS OF URGENT INFORMATION FROM COUNCILLORS**

Cllr Duncan Hounsell reported that he has informed B&NES Council about the broken bollard at the shop parade.

Cllr Duncan Hounsell reported that the West of England Joint Spatial Plan will be out for consultation from 22 November until 10 January, and the Transport Plan will be out for consultation in the spring.

**25. PUBLICITY**

The Council agreed items to include in its SCAN page and ideas for its next e-newsletter.

The meeting closed at 9.07 pm

Chair’s signature.....

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

**Next Parish Council meeting:** 5 December 2017  
**Next Planning Committee meeting:** 21 November 2017