

# SALTFORD PARISH COUNCIL

Minutes of the meeting of the Council held at Saltford Hall, Saltford on Tuesday 4<sup>th</sup> October 2016 at 7.15pm

## PRESENT:

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

**Officer** - Tricia Golinski

## 1. MINUTES

The minutes of the Council meeting held on 6 September 2016 were confirmed as a correct record and signed by the Chair.

## 2. APOLOGIES FOR ABSENCE

No apologies for inability to attend this meeting were received.

**The Chair announced that item 9. e) Saltford Environment Group grant application had been withdrawn.**

## 3. DECLARATIONS OF INTEREST

Cllr Duncan Hounsell declared an interest in item 8. b) planning application 16/04559/FUL - 1 Montague Road, as he knows the applicant.

Cllr Phil Harding declared an interest in item 8. b) planning application 16/04727/FUL - 334 Bath Road, as he knows the applicant.

## 4. PUBLIC TIME

There were 13 members of the public present.

Pat Wood spoke in support of item 10. SALTFORD LIBRARY and asked for the Parish Council's support for keeping the library open.

Cynthia Wilson of Friends of Saltford Library spoke in support of item 10. SALTFORD LIBRARY.

David Millard spoke in support of item 10. SALTFORD LIBRARY.

Sam Worrall of Julian House spoke about working with B&NES Council to create positive relationships with boaters, including a Code of Conduct for boaters.

Dr Andy Tometzki spoke in support of item 13. A4 JUNCTION BEECH RD / MANOR RD

TRAFFIC LIGHTS, questioning whether the timings have been changed or the sensor pads are no longer working.

**The Chair took item 10 next.**

## **5. CHAIR'S ANNOUNCEMENTS**

The Chair announced that the blue plaque outside Saltford House commemorating Admiral Benedictus Marwood Kelly was unveiled on 1<sup>st</sup> October by Jacob Rees-Mogg MP.

## **6. CLERK'S ANNOUNCEMENTS**

The Clerk made the following announcements:

- Citizens Advice B&NES has thanked the Parish Council for the grant of £210 towards training for its Keynsham One Stop Shop volunteers, which will help them to provide enhanced services to residents of Saltford and Keynsham.
- The renewal of our Data Protection registration has been confirmed and the details of our entry on the Data Protection register, including what sort of data we process and for what reasons, is in the Councillors Area of the website under Saltford Parish Council Documents.
- B&NES Council has responded to our request for a timeframe within which they will extend the double yellow lines in Tynning Road and Rodney Road and at the Beech Road/Chestnut Walk junction. They say that these proposals are currently with their Parking Engineer for the officer's report and then the process of the legal notices will begin.
- B&NES Council has responded to our request for the white lines in Mead Lane to be opposite driveways, saying that they will not be revising the locations of the white keep clear lines currently in place. These lines were installed to allow vehicles a passing place and not to protect the private driveways, hence they are not placed directly opposite the accesses and are spread over the length of Mead Lane.
- B&NES Council has informed us that proposals for changes to double yellow lines in Manor Road are currently out for informal consultation.
- B&NES Senior Engineer (Accessibility and Cycling) has informed us that B&NES has been awarded a Local Growth Fund grant for cycle/pedestrian improvement works in the Saltford and Keynsham area. This includes:
  1. Resurfacing of the footway and upgrading existing dropped kerbs between Grange Road, Saltford and Ellsbridge Close, Keynsham. This will complete the off road route between Saltford and Wellsway School for cyclists and pedestrians. It is anticipated that this scheme will commence mid-October.
  2. The second scheme is provisional at this stage as B&NES are awaiting confirmation for the allocation of some additional funding required. The proposal is to upgrade pedestrian crossings at Beech Road and resurface a section of the A4 near the signals. If this does go ahead it will be necessary

to close the A4 to carry out the resurfacing element of this work. This would be carried out at night to minimise disruption.

## 7. REPORT FROM B&NES WARD COUNCILLORS

B&NES Cllr Francine Haerberling reported that:

- She will raise the issue about the sensor connected to the pedestrian crossing lights
- There are serious problems with traffic obstructed by parked vehicles in the High Street.

## 8. PLANNING MATTERS

- a) **Minutes** – The minutes of the Planning Committee meeting held on 20 September 2016 were confirmed as a correct record and signed by the Chair.
- b) **New planning applications** – The Council considered the following planning applications in respect of which Bath & North East Somerset (B&NES) Council had invited comments:

16/04559/FUL - 1 Montague Road - Erection of two storey side extension and replacement of flat garage roof with pitched roof - Mr J Craiper

It was resolved that B&NES Council be advised that this Council **SUPPORTS** this application

16/04727/FUL - 334 Bath Road - Erection of first floor extension above existing single storey garage extension - Mrs Sarah Shobrook

It was resolved that B&NES Council be advised that this Council **SUPPORTS** this application

- c) **Decisions** – The Clerk reported that the following applications have been PERMITTED (with conditions) by B&NES Council:

16/03765/FUL - 52 Manor Road - Erection of single storey rear extension with raised terrace, hip to gable roof extension with first floor balcony, rear dormer window and insertion of three front and one rear roof light to create first floor accommodation - Mr & Mrs Bernard Smalley

- d) **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** – It was resolved that the expenditure for all items listed in the schedule for the month of October 2016 be authorised and the schedule signed by the Chair.
- c) **Website hosting and support** – The Council authorised expenditure of £242 to Vision ICT for website hosting and support for November 2016 to October 2017 (budget heading Publicity).

- d) **Remembrance Day wreath** – The Council authorised expenditure of up to £20 on a Remembrance Day wreath (budget heading S137).
- e) **Salford Environment Group grant application** – This item was withdrawn.

## 10. SALT FORD LIBRARY

Cllr Duncan Hounsell paid tribute to all those who support Salford Library.

The Council agreed to the following statement:

Salford Parish Council recognises the role of the Library within the community. We are very aware of budgetary constraints on the library service across B&NES but would not support any reduction in service that the Library offers at this present time.

## 11. CONSERVATION AREA CHARACTER APPRAISAL

The Council appointed a working party comprised of Cllrs Adrian Betts, Duncan Hounsell, Phil Harding, Farida Wilson and Rob Taylor to consider the draft Salford Conservation Area Character Appraisal which has been issued by B&NES for informal consultation, prior to full public consultation.

## 12. NEXTBIKE OUT-STATION

The Council considered the location for a Nextbike out-station in Salford to suggest to Nextbike, and agreed that the car park of the Bird in Hand at the bottom of the steps to the cycle path would be suitable, subject to the agreement of the Bird in Hand.

## 13. A4 JUNCTION BEECH RD / MANOR RD TRAFFIC LIGHTS

The Council agreed to ask B&NES Council to advise the Parish Council whether the sensor pads at Beech Road and Manor Road are functioning correctly, what the delay settings at the two pedestrian crossings are, and whether the length of time that the lights stay on red has been reduced.

## 14. BT CONSULTATION ON RED HERITAGE PHONE BOX

The Council considered the consultation from British Telecom (via B&NES) about the pay phone at the corner of High St and The Shallows, and agreed to find out more and agree the response to B&NES at the November Parish Council meeting.

## 15. REVIEW OF RISK REGISTER

The Council reviewed its Risk Register and agreed the following changes to Control Actions:

<b>Risk</b>	<b>Control Action</b>
<b>8</b> Ensuring all business activities are within legal power	No longer applicable as Council has General Power of Competence
<b>22</b> Loss of historic data, key data, or	The PC and laptop are password protected and the

corruption of data	password is changed frequently. The laptop is kept in a lockable cabinet when not in use or transit, and in any case now holds no key data
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**16. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES**

Cllr Duncan Hounsell reported that the following items were discussed at the Keynsham Area Forum on 28 September:

- Library service future
- Changes to waste and recycling collections from 2017

Cllr Duncan Hounsell reported that the annual Salford Neighbourhood Watch meeting takes place on 5 October at 7.00 pm at Salford Hall.

Cllr Phil Harding reported the following from Salford Environment Group (SEG):

- Congratulations to the Parish Council for the blue plaque outside Salford House commemorating Admiral Benedictus Marwood Kelly
- SEG's AGM takes place on 10 October at 7.30 pm at Salford Hall
- The Salford Calendar 2017 has been produced with Salford Community Association (SCA) and is for sale for £6 from SCA

Cllr Phil Harding reported that he will attend the River Avon Users Consultative Committee (RAUCC) meeting on 11 October.

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

Cllr Adrian Betts reported that he and Cllr Phil Harding attended a briefing by B&NES Council on the West of England Joint Strategic Plan (JSP) on 28 September. If approved by the West of England Planning, Housing & Communities Board on 7 October, the draft JSP will go out for public consultation from 7 November.

The meeting closed at 8.40 pm

Chair's signature.....

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

**Next Council meeting:** 1 November 2016  
**Next Planning Committee meeting:** 18 October 2016