

# SALTFORD PARISH COUNCIL

Minutes of the meeting of the Council held at Saltford Hall, Saltford on Tuesday 26<sup>th</sup> April 2016 at 7.15pm

## PRESENT:

**Councillors** - Duncan Hounsell (Chair), Adrian Betts, Phil Harding, James Macnaughton, Liz Macnaughton, Kyle Rice, Rob Taylor and Farida Wilson

**Officer** - Tricia Golinski

## 1. MINUTES

The minutes of the Council meeting held on 1 March 2016 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 Councillors Ben Eve and Jon Godfrey.

## 3. DECLARATIONS OF INTEREST

Councillor Duncan Hounsell declared an interest in item 8 b) planning application 16/01375/FUL - 7 The Batch, as the applicant is known to him via Saltford Business Network.

Councillor Phil Harding declared an interest in item 8 b) planning application 16/01375/FUL - 7 The Batch, as he knows the architect.

## 4. PUBLIC TIME

There were 6 members of the public present.

Nigel Babbage spoke about item 11 Parking issues.

Guy Muggleton spoke in support of item 8 b) planning application 16/01375/FUL - 7 The Batch.

## 5. CHAIR'S ANNOUNCEMENTS

The Chair made the following announcements:

- Congratulations to Saltford FC for reaching the Somerset County Division 2 Knockout Cup Final. Saltford FC's opponents are Highbridge Town and the match will be played at Bishop Sutton on the 20th May, 7.30 kickoff.
- The Police and Crime Commissioner (PCC) election takes place on Thursday 5<sup>th</sup> May

- The SCA tea party celebrating the Queen's 90<sup>th</sup> birthday is on Sunday 15<sup>th</sup> May from 2.30pm to 5.30pm
- A presentation on the Keynsham and Saltford Air Quality Action plans is on the agenda of the Communities, Transport and Environment (CTE) PDS panel of B&NES Council to be held at the Guildhall, Bath, on 9<sup>th</sup> May at 3.30pm. The review of the Parish Charter is also on this agenda.

## 6. CLERK'S ANNOUNCEMENTS

The Clerk made the following announcements:

- The B&NES Council Rights of Way officer has responded to our request for the public footpath at the top of 'The Outlook' in The Shallows, to be made safe, and now has this in hand for works to the path in the financial year 2016/17.
- B&NES Council has received support from the Cabinet Member for Community Services and both Ward Councillors to take forward a Traffic Regulation Order for Mead Lane, and has secured £10,000 funding to deliver this from the Council's capital budget. This will be on the work programme for the financial year 2016/17.
- B&NES Council, the Canal & River Trust, the Environment Agency and Wessex Water are working together in a jointly funded Water Space Study looking at new ways to use the river and canal system around Bath. The study will engage with everyone who has an interest in the river and canal to gather new evidence about how the waterways are used and will identify potential enhancement projects.
- B&NES Council's River Avon Project Co-ordinator has been invited to our June meeting to update us on this.
- During March and April we received 9 complaints about the Parish Council's involvement with the question of Mead Lane moorings. We replied that our complaints procedure applies only to complaints about council administration and procedures, and that as this complaint does not relate to the Parish Council's administration and procedures, a committee of the Council would not be convened to consider the complaint.

Councillor Phil Harding added that a meeting of Mead Lane residents and B&NES Council officers is to take place on 27 April 2016.

## 7. REPORT FROM B&NES WARD COUNCILLORS

There was no report from B&NES ward councillors.

## 8. PLANNING MATTERS

- Minutes** - The minutes of the Planning Committee meeting held on 5 April 2016 were confirmed as a correct record and signed by the Chair.
- New planning applications** – The Council considered the following planning applications in respect of which Bath & North East Somerset (B&NES) Council had invited comments:

Revised plans for 16/00381/FUL - 50 Manor Road - Erection of two storey rear extension and alterations to roof to expand loft and erect rear balcony - Mr Jamie Sanigar

It was resolved that B&NES Council be advised that this Council **COMMENTS ON** this application: The Parish Council is pleased to see the revision in the application to replace the flat roof balcony with a Juliet balcony. However the Council would ask that as a condition of the planning consent the flat roof area in front of the Juliet balcony is not used as a balcony.

16/01375/FUL - 7 The Batch - Erection of orangery, two storey side extension and single storey rear extension following demolition of existing conservatory. Enlargement and reconstruction of existing outbuilding to form summer house and store - Mr & Mrs Guy Muggleton

It was resolved that B&NES Council be advised that this Council **SUPPORTS** this application with the proviso that the materials and finishes used will be in keeping with the appearance of the area.

16/01473/LBA - 26 High Street - External alterations to include provision of a new window in west wall of kitchen, replacement porch and windows to rear, and other minor alterations - Mr P Elliott

It was resolved that B&NES Council be advised that this Council **SUPPORTS** this application with the proviso that the design materials and finishes are in keeping with the building's listed status and with the general appearance of the Conservation Area.

16/01565/FUL - 513 Bath Road - Erection of single storey side and rear extension - Mr & Mrs A Terry

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

16/01293/FUL - The White House 2 Beech Road - Change of use from Guest House (Use class C1) to dwelling (Use class C3) - Mr & Mrs Nigel Tucker

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

c) **Decisions** – The Clerk reported that the following application has been REFUSED by B&NES Council:

15/05808/FUL - Land between Spion Kop and Avon Lea Mead Lane - Erection of 1 dwelling with associated works - Mr Peter Hall

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

15/05477/FUL - Selwood Manor 396 Bath Road - Erection of rear extension and alterations to roof to increase ridge height, as well as conversion of garage into annex - Mr & Mrs Selwood

16/00999/FUL - 36 Trenchard Road - Erection of single storey rear and side extension - Mr Raymond Lainchbury

16/00518/AR - Salford Motor Services 491 Bath Road - Display of 3

internally illuminated fascia signs - Salford Motor Services Ltd

15/02904/FUL - Echo Gate 27 Rodney Road - Erection of 3 detached dwellings and garages - Mr Nicholas Johnson

15/05225/VAR - The Crown 500 Bath Road - Variation of condition 6 of approved application 05/00084/FUL (Detached dwelling in accordance with revised plans received 11 March 2005 and 6 April 2005) - Martin & Sandra Pera

16/00662/FUL - Clevedale The Shallows - Erection of single storey rear extension - Mr N McKen

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

**The Chair took item 11 next, and then the meeting took a short break.**

## **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 April 2016 be authorised and the schedule signed by the Chair.
- c) **ALCA subscription** – The Council agreed to renew its subscription to Avon Local Councils' Association at a cost of £597.04 for 2016/17 (budget heading Training).
- d) **Avon Pension Fund fee** – The Clerk reported that a fee of £250 was charged by Avon Pension Fund for late return of last year's end of year data.
- e) **Internal audit** – The Council received the report of the internal auditors of the financial year 2015/16 and considered its recommendations.
- f) **Internal audit** – The Council agreed its response to the recommendations in the internal audit report.
- g) **Annual Governance Statement 2015/16** – The Council approved its Annual Governance Statement for 2015/16.
- h) **Annual Accounting Statement 2015/16** – The Council approved its Annual Accounting Statement for 2015/16.

## **10. TRAINING**

The Council received an introduction from the Clerk to the key points of the Freedom of Information Act and how it relates to Salford Parish Council as a public body.

## **11. PARKING ISSUES IN AND AROUND SALT FORD**

The Council considered the draft proposals of the working party. It was agreed to:

- Ask B&NES Council for improved signage for Salford Hall car park, and for the shop parade car park stressing the 2 hour limit.
- Publicise via SCAN extracts from the Highway Code including regarding parking across cycle paths, and publicise the option of residents paying for installation of white lines across their driveways.
- Re-consider parking issues at the next meeting with a revised discussion paper from the working group.

## **12. TREE WORK AT ST MARY'S CHURCHYARD**

The Council agreed to accept the quotation for £320 from Smart Trees to pollard tree T2 (Lime Tree) to 3m (budget heading Churchyard Special Maintenance Projects), subject to the appropriate planning permission.

## **13. REVIEW OF THE COMMUNITY AWARDS SCHEME 2016**

The Council reviewed its Community Awards Scheme 2016.

## **14. HISTORIC STATUS OF SALTFFORD**

The Council agreed that the text presented by Councillor Phil Harding describing the village of Saltford, including its historic status, would be added to the Parish Council website under a new 'About Saltford' link.

## **15. ROAD AND FOOTPATH SAFETY**

### **a) JUNCTION OF BROCKLEY ROAD AND STRATTON ROAD**

The Council agreed to ask B&NES Council to paint appropriate wording such as "keep clear" by the dropped kerbs to reinforce the white-lining at this junction.

### **b) TRAFFIC SPEEDS IN MANOR ROAD (LANE) BETWEEN SALTFFORD & KEYNSHAM**

The Council agreed to ask B&NES Council to (a) re-consider its decision not to impose a 20 mph speed limit in the lane of Manor Road between Saltford and Keynsham so that Saltford school students attending Wellsway, pedestrians, cyclists and horse riders can use the lane in relative safety and/or (b) to erect warning signs that pedestrians etc. will be encountered in the narrow road.

### **c) OBSTRUCTIVE PARKING ACROSS CYCLE LANE & FOOTPATH IN BATH ROAD**

The Council agreed to ask B&NES Council, and the local Police and PCSO to take measures to prevent obstructive parking of vehicles across the footpath and cycle path between Saltford and Keynsham on the Bath Road (A4) so that school students attending Wellsway, cyclists and other pedestrians can use those paths in safety and without inconvenience.

## 16. SALTFORD TENNIS CLUB

The Council agreed to the following proposal from Councillor Duncan Hounsell:

"Saltford Parish Council urges B&NES Council to fulfil its legal responsibility to carry out urgent resurfacing work at Saltford Tennis Club. This is in the interests of both player safety and ensuring that the court surfaces are of the standard required for competition and tournament play."

## 17. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

Councillor Duncan Hounsell attended the ALCA (Avon Local Councils Association) meeting on 13 April and the following items were discussed:

- West of England devolution agreement: this will be on the agenda of the next Parish Council meeting.
- Proposed changes to the planning process. The Housing and Planning Bill Technical Consultation is now closed but the Parish Council may wish to make comments to our local MP. This will be on the agenda of the next Planning Committee meeting.

Councillor Duncan Hounsell attended the Keynsham Area Forum meeting on 7 April and the following items were discussed:

- West of England Joint Spatial Plan
- Showcase of community groups in Keynsham.

Councillor Duncan Hounsell attended the AGM of Saltford Business Network on 30 March.

Councillor Phil Harding reported that SEG (Saltford Environment Group) submitted a formal objection to B&NES Council for the proposed 250 new houses and associated development at Keynsham East.

Councillor Phil Harding missed the last RAUCC (River Avon Users Consultative Committee) meeting as it clashed with the Parish Meeting.

Councillor Kyle Rice reported that Saltford Fairtrade Group raised almost £100 for British Red Cross.

## 18. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

Councillor Adrian Betts gave a report from the West of England Joint Strategic Plan Keynsham and Chew Valley Working Group workshop on 23 April.

Councillor Phil Harding reported that there have been complaints about trees and shrubs obstructing footpaths, which is especially a problem for pedestrians with poor vision.

The meeting closed at 9.20 pm

Chair's signature.....

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

**Next Council meeting:** 3 May 2016 (Annual Council meeting)  
**Next Planning Committee meeting:** to be confirmed at Annual Council meeting