

# SALTFORD PARISH COUNCIL

Minutes of the meeting of the Council held at Saltford Hall, Saltford  
on Tuesday 5<sup>th</sup> December 2017 at 7.15pm

## PRESENT:

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

**Officer** – Tricia Golinski

## 1. MINUTES

The minutes of the Council meeting held on 7 November 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 Cllr Rob Taylor.

## 3. DECLARATIONS OF INTEREST

Cllr Jon Godfrey declared an interest in item 8.b Revised plans for 17/04182/FUL - 2 The Batch, as he is friends with the neighbours.

Cllr Chris Warren declared an interest in item 8.b 17/05738/FUL - Saltford Lawn Tennis Club, as a user of the tennis club.

Cllr James Macnaughton declared an interest in item 15 LEAVE OF ABSENCE as he is married to Cllr Liz Macnaughton.

## 4. PUBLIC TIME

There were 5 members of the public present.

James Hathaway spoke with concerns about Revised plans for 17/04182/FUL - 2 The Batch.

Chris Essex of Saltford Community Association (SCA) expressed gratitude for the Parish Council's support as proposed under item 9.c Saltford Community Association grant. The grant of £4040 in addition to the Community Empowerment Fund grant, if successful, will enable SCA to consider a solar photovoltaic scheme on the whole of Saltford Hall roof.

Chris Essex reported that the SCA has met with Post Office Ltd and B&NES Council to look at options for keeping both a Post Office and Library open in Saltford. SCA is currently looking at the option of taking over the lease on Saltford library building, moving the Post Office into this building and employing a postmaster to run the Post Office from there. It is likely that SCA will need to seek financial support from the Parish Council in order to make

this viable in the form of rent.

## 5. CHAIR'S ANNOUNCEMENTS

No announcements were made.

## 6. CLERK'S ANNOUNCEMENTS

The Clerk made the following announcements:

- The application from the Parish Council and Salford Community Association to B&NES Council's Community Empowerment Fund for £2040 towards the Wansdyke Room ceiling replacement was submitted to B&NES on 28 November 2017 and we should hear the result within 3 weeks.
- An urgent request has been sent to Curo to renew the allotment site licence for a further 5 years from November 2018, and a Curo Property Manager has responded that they will make some enquiries and get back to us in due course.

## 7. REPORT FROM B&NES WARD COUNCILLORS

There was no report.

## 8. PLANNING MATTERS

**a. Minutes** – The minutes of the Planning Committee meeting held on 21 November 2017 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:

**Revised plans for 17/04182/FUL - 2 The Batch** - Demolition of a modern porch and construction of side and rear extensions. Relocation and reconstruction of existing dormer - Mr Campbell

It was resolved that B&NES Council be advised that this Council **OBJECTS TO** this application for the following reasons: 1. There is still concern about inadequate parking provision for this extended house. 2. There needs to be adequate provision in the conditions to protect the adjoining property from damage. 3. There appear to be boundary errors in the application.

**17/05738/FUL - Salford Lawn Tennis Club** Wedmore Road - Demolition of existing clubhouse building and construction of new single storey clubhouse - Peter May

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

**c. Decisions and Appeals** – The Clerk reported that the decision on whether to confirm Tree Preservation Order 549/10 at Rosemere, Homefield Road, will be considered by B&NES' Development Management Committee on 13 December 2017 at 2.00 pm at the Guildhall.

**d. Planning items of urgent information** – Cllr Phil Harding reported that Saltford Environment Group (SEG) has asked Jacob Rees Mogg MP to raise the issue with Ministers of whether or not the General Permitted Development Order permits housing development in the Green Belt.

## **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 December 2017 was authorised and the schedule signed by the Chair.

**c. Saltford Community Association grant** – The Council agreed to make a grant of £4040 to Saltford Community Association towards the Wansdyke Room ceiling replacement and installation of new LED panel lighting (budget heading Miscellaneous Grants)

**d. Society of Local Council Clerks membership** – The Council authorised expenditure of £147 to renew the Clerk's membership of the Society of Local Council Clerks for 2018 (budget heading General Administration).

**e. Draft budget 2018/19** – The Council considered the draft budget for 2018/19 and agreed that the precept for 2018/19 be increased by 3% in line with inflation.

## **10. CHURCHYARD WALL SURVEY**

The Council considered two quotations received to undertake a survey of the boundary walls around St Mary's churchyard, and agreed to ask Clegg Associates to do the survey at a cost of £445 (budget heading Churchyard Special Maintenance Projects).

## **11. CHURCHYARD HEADSTONE SAFETY**

Cllr Chris Warren reported that at the recent headstone safety check, he and Cllr Rob Taylor had found 5 potentially unsafe headstones. Expenditure of up to £400 was agreed for repair work to headstones (budget heading Churchyard Special Maintenance Projects).

## **12. WAR MEMORIAL IMPROVEMENTS**

Cllr Chris Warren proposed a gate and railings at the War Memorial to be installed by Kelston Forge at a cost of £4156.61. Quotes from other companies had been sought but none had come in. This expenditure was agreed under budget heading Council Led Schemes, subject to obtaining permission from B&NES Council.

## **13. WORLD WAR ONE CENTENARY EVENT 11.11.18**

Cllr Phil Harding presented emerging plans for the village WWI Centenary Event on 11.11.18. The event will be hosted by SCA at Saltford Hall and will feature displays, photos and artefacts collected by Saltford Environment Group (SEG) and Saltford Heritage Centre, and experts from the Western Front Association. Local people will be encouraged to bring along their photos, artefacts and memories, and it is hoped that Saltford Primary School will

be involved. Bath Record Office are to produce questionnaires for local families to use to apply to have their family WW1 history researched. This service costs £100 per family search and the results would be private to the family. Expenditure of up to £700 was agreed to cover genealogy research for 5 local families and any limited costs associated with engaging the services of the Western Front Association (budget heading Council Led Schemes).

#### **14. EX-BT PHONE BOX: REPAIRS**

The Council agreed to Cllr Chris Warren's proposal that the phone kiosk is removed to be bead blasted and powder coated in pillar box red. Expenditure of £250 to Keynsham Industrial Coatings was authorised under budget heading Council Led Schemes.

#### **15. LEAVE OF ABSENCE**

The Council approved a further period of maternity absence from the Council for Cllr Liz Macnaughton for 6 months from December 2017.

#### **16. CLERK FOR HOLIDAY COVER**

The Council considered plans to recruit a Clerk to cover periods of annual leave on a self-employed zero hours basis. It was agreed to delegate to the Staffing Committee and the Clerk responsibility for selection, recruitment and all employment arrangements. Expenditure of up to £500 was approved to cover recruitment costs, up to 5 hours of training and 30 hours of employment at £11.054 per hour (budget heading Office Staff).

#### **17. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES**

Cllr Duncan Hounsell reported that he had attended Salford Business Network's curry night.

#### **18. ITEMS OF URGENT INFORMATION FROM COUNCILLORS**

Cllr Duncan Hounsell reported that the Local Government Boundary Commission for England (LGBCE) is consulting on draft recommendations for ward boundaries in B&NES. The proposals include the Salford ward remaining a two-member ward but being greatly enlarged to encompass Corston, Newton St Loe and Compton Dando. The consultation closes on 19 February and the Parish Council will agree its response at its January meeting.

The meeting closed at 8.25 pm

Chair's signature.....

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

**Next Parish Council meeting:** 2 January 2018  
**Next Planning Committee meeting:** 19 December 2017