

# SALTFORD PARISH COUNCIL

Minutes of the meeting of the Council held at Saltford Hall, Saltford  
on Tuesday 4<sup>th</sup> December 2012 at 7.15pm

## PRESENT:

**Councillors** - Kim Johnson (Vice-Chair), Mathew Blankley, Harvey Haeberling, Duncan Hounsell, Rob King, Neil McKen, Kevin Reeves, Robert Taylor, Chris Warren, Jill Williams and Reg Williams

**Officer** - Tricia Golinski

## 1. ELECTION OF CHAIR

The following nominations for the position of Chair were received:

Cllr Mathew Blankley – nominated by Cllr Reg Williams and seconded by Cllr Neil McKen

Cllr Duncan Hounsell – nominated by Cllr Robert Taylor and seconded by Cllr Chris Warren

Cllr Mathew Blankley and Cllr Duncan Hounsell addressed the Council.

Votes were taken on the two nominations. The votes were recorded as follows:

Vote on the nomination of Cllr Mathew Blankley for Chair

<b>Councillor</b>	<b>Yes</b>	<b>No</b>
Mathew Blankley	y	
Harvey Haeberling	y	
Duncan Hounsell		n
Kim Johnson	y	
Robert King		n
Neil McKen	y	
Kevin Reeves		n
Robert Taylor		n
Chris Warren		n
Jill Williams	y	
Reg Williams	y	

Vote on the nomination of Cllr Duncan Hounsell for Chair

<b>Councillor</b>	<b>Yes</b>	<b>No</b>
Mathew Blankley		n
Harvey Haeberling		n
Duncan Hounsell	y	
Kim Johnson		n
Robert King	y	

Neil McKen		n
Kevin Reeves	y	
Robert Taylor	y	
Chris Warren	y	
Jill Williams		n
Reg Williams		n

Cllr Mathew Blankley was declared Chair of Saltford Parish Council.

## 2. MINUTES

The minutes of the Council meeting held on 6 November 2012 were confirmed as a correct record and signed by the Chair.

## 3. APOLOGIES FOR ABSENCE

No apologies for inability to attend this meeting were received.

## 4. DECLARATIONS OF INTEREST

No declarations of interests were received.

## 5. PUBLIC TIME

There were 2 members of the public present.

## 6. CHAIR'S ANNOUNCEMENTS

The Chair made the following announcements:

- The results of the Parish Council by-election held on 15 November were:
 

Mervyn Burt	279 votes
Cliff Hancock	165 votes
Robert Taylor	336 votes

Robert Taylor was congratulated on his election to Saltford Parish Council.
- Congratulations to the Wansdyke Scout Leader Team for the Special Quest Award for Achievement in the Community presented by Cllr Rob Appleyard at the Community and Business Awards Ceremony held at the Guildhall, Bath.
- Cllr Duncan Hounsell was a guest of Dial-a-Ride and travelled on the bus from Saltford to Keynsham meeting local users.
- Cllr Duncan Hounsell was a guest of the Saltford Short Mat Bowls Club at the recent open session held at Saltford Hall.
- Cllr Duncan Hounsell laid a wreath at the War Memorial on Remembrance Sunday on behalf of Saltford Parish Council.
- Cllr Duncan Hounsell attended the Commissioning Service for Miss Dawn Elliott as Head of School at Saltford C.o.E. Primary School.
- Cllr Duncan Hounsell attended the B&NES Youth Service Celebration Event at the Guildhall, Bath.
- B&NES Council has commissioned a consultancy to take the proposed re-opening of Saltford Station project through stages 1 (output definition) and 2 (pre-feasibility) of Network Rail's so-called GRIP process which is required for any proposed

development on the railway. B&NES expects to receive the consultant's report early in 2013. B&NES Council has also announced a PUBLIC CONSULTATION in Saltford once it has an understanding of the size and cost of providing car parking for the station.

- B&NES has provided guidance on registering assets of community value. Communities can ask B&NES to register assets and facilities important to them, then if an asset listed comes up for sale, the new right will give communities a 6 month pause to put together a bid to buy it.

Cllr Duncan Hounsell reported that a link has been put on the Parish Council's home page to the Environment Agency information about river levels on the Avon at Saltford, and that a link has been put on the Parish Council's Planning web page to B&NES' planning guidance on advertisements and illuminations

## 7. PLANNING MATTERS

1. **Minutes** – The minutes of the Planning Committee meeting held on 20 November 2012 were corrected as follows:

### 6. NEW PLANNING APPLICATIONS 12/04710/FUL - Glen Cottage The Glen

Replace: *The Parish Council has done a site visit*  
with: *The Parish Council has done a kerb side visit*

and otherwise confirmed as a correct record.

### 2. New planning applications –

The Council considered the following planning applications in respect of which Bath & North East Somerset Council had invited comments:

**12/04814/FUL** - 8 Norman Road - Erection of two storey extension to side of property and additional parking following demolition of existing front part of garage to rear garden - Mr Simon Phillips

It was resolved that Bath & N E Somerset Council be advised this Council **supports** this application.

**12/04901/FUL** - 40 Manor Road - Erection of a first floor rear extension - Mr & Mrs Lester Hanham

It was resolved that Bath & N E Somerset Council be advised this Council **supports** this application.

**12/05081/TCA** - Firbank Cottage Homefield Road - Removal of 1 Juniper and 1 Conifer trees - Mr John Neil

It was resolved that Bath & N E Somerset Council be advised this Council **supports** this application.

3. **Decisions** – The Clerk reported the following applications which had been PERMITTED with conditions:

12/03325/FUL - 489B Bath Road - Change of use to restaurant and takeaway (Use Class A3/A5) to include extension in rear courtyard (resubmission) - Mrs Racheal Ashbee

4. **Land Registry searches** – The Council approved expenditure of up to a further £20 for Land Registry searches of all land in the parish adjoining the river (budget heading General Administration).

5. **B&NES Local Development Framework workshop** – The Council received a report from Cllr Duncan Hounsell on the B&NES Local Development Framework Workshop of 26<sup>th</sup> November held at the Guildhall, Bath.

The examination of B&NES' Core Strategy has been suspended because the Inspector was concerned that the Draft Core Strategy may not be planning for a sufficient amount of housing and an appropriate 5 year housing land supply could not be demonstrated. Work is underway to enable the preparation of a housing needs assessment compliant with the National Planning Policy Framework (NPPF). This is likely to lead to an increased housing target, and the identification of additional strategic sites. The Placemaking Plan will cover detailed work on strategic sites with the involvement of local communities. The NPPF now takes precedence over the adopted Local Plan and the emerging Core Strategy until a 5 year housing land supply can be demonstrated. Green Belt continues to be heavily protected in the NPPF but decisions here might also be affected by the need for a 5 year housing land supply.

6. **Planning items of urgent information** – Cllr Duncan Hounsell reported that a member of the public had brought to his attention responses made by Cllr Reg Williams in 2009 to B&NES' Spatial Options consultation. These responses were personal comments and not the views of the Parish Council. Cllr Reg Williams confirmed that once this was brought to his attention he removed any reference to Saltford Parish Council in his responses.

## 8. **FINANCIAL MATTERS**

1. **Monthly Financial Report** – the report was discussed and accepted by Members.
2. **Schedule of Expenditure** – It was resolved that the expenditure for all items listed in the schedule for the month of December 2012 be authorised and the schedule signed by the Chair.
3. **Society of Local Council Clerks membership** – The Council agreed to renew the membership of the SLCC at a cost of £145 (budget heading General Administration).
4. **Budget 2013/14** – The Council considered the draft specimen budget for 2013/14. It was agreed to propose a precept of £24,000 for final agreement at the January 2013 Council meeting, subject to confirmation from B&NES of Saltford's tax base and the local council tax support scheme grant.

## 9. **ALLOTMENT SITE LICENCE**

Cllr Reg Williams reported that Curo has agreed to take responsibility for the tree on the edge of the allotment site and this is included in the new draft licence. Cllr Reg Williams suggested taking photos of the site as evidence of its current condition, and reviewing the allotment tenancy agreements to reflect the conditions

in the new licence. Cllr Neil McKen recommended that the Council seek legal advice regarding the licence with Curo, and Cllr Chris Warren agreed to seek advice from a local solicitor and report back to the next Council meeting.

## **10. CHURCHYARD AND ALLOTMENT SITE MAINTENANCE**

The Council reviewed the annual agreement for maintenance of St Mary's churchyard and Wickhouse Close allotment site, which expires in February 2013. It was agreed to change the specification as follows:

### **St Mary's Churchyard**

replace:

- Strim the grass around the edges of the graves once a month during the growing season

with:

- Strim the grass around the edges of the graves twice a month during the growing season

### **Wickhouse Close Allotment Site**

add:

... and remove grass cuttings

It was agreed to seek quotations to undertake this maintenance from February 2013. Cllr Jill Williams noted that this specification does not include the creation and initial maintenance of the wild flower area in the churchyard, for which expenditure has already been agreed. Cllr Neil McKen agreed to lead the Churchyard and Allotment Site Working Group during Cllr Reg Williams' absence.

## **11. TRAFFIC MANAGEMENT, PEDESTRIAN FACILITIES AND PARKING ISSUES ON OR ADJACENT TO THE BATH ROAD, SALTFORD**

The Council agreed to arrange meetings with B&NES officers in early 2013 in order that all items previously registered by Saltford Parish Council with B&NES Council and listed on its task register relating to the above are discussed. The representatives of Saltford Parish Council are to be agreed at the January Council meeting once dates are known, and could include a member of the Parish Plan Implementation Group.

## **12. SUPPORTED BUS SERVICES CONSULTATION – SERVICES 665 & 338**

The Council agreed to send the following response to B&NES' consultation on priorities for Bus Revenue Support funding for the 2013/14 financial year:

The Parish Council would like the late service on the 338 via Saltford to continue as there is no alternative service for Saltford. The Parish Council would like to know that if the 665 service were cut, there is an alternative for vulnerable people in Saltford.

## **13. SALTFORD COMMUNITY AWARDS**

The Council received a report on progress made by the working party set up at the October Parish Council meeting (Cllrs Duncan Hounsell and Neil McKen). They

will bring a final recommendation to the January Council meeting.

#### **14. B&NES YOUTH INNOVATION ZONES**

The Council received a report from Cllr Neil McKen on the Focus Group meeting held on 8th November at the Riverside, Keynsham. B&NES is surveying what Parish Councils do for young people, the issues they face and what support would help them in developing work with young people. A follow-up meeting will be held on 14 December 2012.

#### **15. AIR QUALITY MANAGEMENT**

The Council agreed to bring to the attention of the Saltford Environment Group the air quality on the Bath Road in Saltford, in particular the levels of Nitrogen Dioxide between The Crown and Manor Road, which are above the levels in the Air Quality objective. Cllr Chris Warren responded on behalf of Saltford Environment Group that they are promoting sustainable transport to address the air quality issue and are happy to put the air quality issue on their agenda.

#### **16. FURTHER DISCUSSIONS ON BY-PASS**

The Council agreed the following statement, proposed by Cllr Chris Warren and seconded by Cllr Duncan Hounsell:

Until the Parish Council is presented with an EXACT route for any proposed by-pass road and accurate costings by a recognised planning authority such as B&NES or the Department for Transport, any further discussions on this topic are pointless.

#### **17. POSSIBLE BY-PASS CONSULTATION MEETING**

This proposal was withdrawn by Cllr Reg Williams.

#### **18. POSSIBLE BY-PASS POSTAL SURVEY**

Cllr Reg Williams proposed the following motion, seconded by Cllr Jill Williams: "In view of Cllr Warren's letter to The Week In and Cllr Symonds' dismissive response to our request, that Saltford Parish Council organise a postal survey on the subject of support for the principle of a by-pass for Saltford". The motion was not carried.

#### **19. WEBSITE ANALYTICS**

The Council reviewed the website usage information provided by Google Analytics for the months of August, September and October 2012.

#### **20. REPRESENTATIVES ON KEY ORGANISATIONS**

It was agreed to consider who will represent the Council at the Parishes Liaison, Parishes Cluster and Chew Valley Partnership meetings at the January Council meeting when dates of meetings will be available.

**21. REPORTS FROM REPRESENTATIVES ON OUTSIDE ORGANISATIONS**

Cllr Jill Williams reported from the meeting of Saltford Community Association that the organisation is going from strength to strength and fundraising for improvements to Saltford Hall.

Cllr Duncan Hounsell reported that Saltford Business Network held a meeting at Saltford Golf Club at which their new website was presented. Businesses can have a free listing on the website or an enhanced one if they join the network for £20 per annum.

Cllr Reg Williams reported from a meeting of B&NES Emergency Medical Services Patients' Forum that a new system for contacting GPs out of hours will start in April 2013.

**22. PARISH PLAN IMPLEMENTATION WORKING GROUP**

The Council approved the co-option of Mervyn Burt onto the Parish Plan Implementation Working Group, and the co-option of Peter Dando to replace Steve Johnson.

The Council received a report of progress made at the meeting of the group on 21 November 2012. The group will meet again on 29 January 2013.

**23. ITEMS OF URGENT INFORMATION**

There were none.

The meeting closed at 9.33 pm

**Next Council meeting:** 8 January 2013

**Next Planning Committee meeting:** 18 December 2012

Chairman.....

Date confirmed and signed.....