

SALTFORD PARISH COUNCIL

Minutes of the meeting of the Council held at Saltford Hall, Saltford on Tuesday 3rd December 2019 at 7.15pm

PRESENT

Councillors: Chris Warren (Chair), Adrian Betts, Marie Carder, Will Feay, Jon Godfrey, Gary Graveling, Phil Harding (Vice Chair and Chair of Planning Committee), Duncan Hounsell, Adam Rees-Leonard and Sally Turner.

Officer: Lottie Smith-Collins

1. MINUTES

The minutes of the Council meeting held on 5 November 2019 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 Robert Taylor.

3. DECLARATIONS OF INTEREST

Cllr Jon Godfrey declared an interest in item 8.d planning application 19/04883/CLEU – Ruby Barn, Norman Road, as he is a neighbour of the applicant.

4. PUBLIC TIME

There were 16 members of the public present.

Nine residents spoke to object to item 8.d planning application 19/04914/FUL - Rosemere, Homefield Road.

5. CHAIR'S ANNOUNCEMENTS

The Chair provided an update on the conservation of the High St / Shallows phone kiosk.

The Chair announced that a new SPC logo was in the early stages of development.

6. CLERK'S ANNOUNCEMENTS

The Clerk made the following announcements:

- Those present were reminded about election 'Purdah', and informed that the Parish Council was aware of this period of heightened sensitivity and would pay attention to legislation governing publicity.
- The 'Saltford Railway's: Past, Present and Future' talk hosted by Saltford Parish Council will take place on Sunday 5th January 2020 (on the 50th anniversary of the closure of Saltford Station) at 2pm in the Avon Room at Saltford Hall.
- The Saltford Parish Council Office will be closed over the Christmas and New Year period, from Wednesday 18th December to Monday 6th January.

7. REPORT FROM B&NES WARD COUNCILLORS

A written report from B&NES Ward Councillors was circulated by Cllr Duncan Hounsell to those present.

Cllr Duncan Hounsell gave a verbal report, as follows:

- Cllr Singleton and I have met with Bath Spa University's (BSU) Pro-Vice Chancellor for finance and infrastructure. BSU has written a letter in support of a Saltford railway station to the Metro Mayor and other relevant parties.
- Cllr Singleton and I met with BSU Student Union president and BSU Vice-President for Community Matters. BSU Student Union is expected to write a letter in support of a Saltford railway station.
- The garden waste service shut down last year for eight weeks. The new administration has reduced this to a six week shutdown from 9 December to 17 January.
- The 'Fix My Street' website is being improved to give better, more useful, feedback on the outcomes of any report made.
- A replacement litter bin is now in place in the alleyway from Bath Road to Iford Close.
- Drainage and surface improvement works will be carried out to a section of public footpath BA27/38 off Norman Road in Saltford early in 2020.
- I have dealt with several cases of overhanging vegetation from private property onto public footpaths and pavements.
- Alastair Singleton and I are holding a regular drop-in surgery on the first Saturday morning of each month 9:30-11:30am in the Saltford Library/Post Office hub back-office.

8. PLANNING MATTERS

a. Decisions and Appeals

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

19/04439/FUL - 9 Cavendish Close Saltford BS31 3LH. Erection of single storey rear extension following removal of conservatory. Mr & Mrs D Carr

19/04245/FUL - 525 Bath Road Saltford BS31 3HH. Erection of two storey side extension and single storey rear extension. Mr & Mrs Reeves

b. Planning contraventions

None reported.

c. Planning items of urgent information

None reported.

d. Planning Applications - The Council considered the following planning

applications in respect of which Bath & North East Somerset (B&NES) Council had invited comments:

19/04914/FUL - Rosemere, Homefield Road Saltford BS31 3EQ. Erection of a new dwelling and gate house following the demolition of existing dwelling. Mrs Helen Franklin

It was resolved that B&NES Council be advised that this Council **OBJECTS** to this application:

Compared to the existing dwelling, the plans represent a substantial increase in width making such a large and wide dwelling visually intrusive in this elevated position overlooking dwellings in and being seen from Saltford's Conservation Area and also when viewed from the Cotswold AONB; the resulting over-development of the skyline at this sensitive location therefore remains a strong concern. Saltford Parish Council asks B&NES Council to pay careful regard to this aspect as well as to (i) the impact of the proposed Gate House on the street scene of Homefield Road, (ii) the impact of the proposed demolition and construction works on trees protected by tree preservation orders, and (iii) any adverse effect on the structural integrity of the adjacent narrow and sloping access lane due south of the proposed re-positioned swimming pool. If this application is permitted the construction management plan (pre-commencement), as requested by the B&NES Senior Highways Development Control Engineer, should take account of the need to protect access and highway safety for neighbouring properties at all times. However, if the case officer is minded to approve this planning application, Saltford Parish Council requests that it be referred to the Planning Committee for determination for the planning policy reasons given in this response including but not exclusively contravention of B&NES Placemaking Plan policies D2 (Local Character and Distinctiveness), D6 (Amenity), HE1 (Historic Environment), NE2 (Landscape and Landscape Setting), and NE6 (Trees and Woodland Conservation).

19/04542/FUL - Parcel 8108, Bath Road, Keynsham. Erection of 9no. dwellings with access from Bath Road (via access approved under outline permission 16/00850/OUT) and associated works. Pegasus Group

It was resolved that B&NES Council be advised that this Council **COMMENTS ON** this application:

Saltford Parish Council refers to the request at paragraph 5.6 in the Planning Statement (October 2019) for this planning application that the provision of affordable housing should not be sought for smaller developments such as this proposed scheme. Saltford Parish Council asks B&NES Council to meet NPPF objectives for the creation of mixed and balanced communities that meet the affordable housing needs of the area and therefore not reduce its

Core Strategy target and achievement of 30% affordable housing for this Strategic Site Allocation of 250 houses at Keynsham East.

Transport infrastructure and public services already struggle or increasingly fail to cope with the existing housing density in the local and wider area before the proposed Core Strategy developments have been completed with negative impacts on neighbouring communities including Saltford. B&NES Council is therefore also asked to ensure that individual planning applications for sub-developments at this Strategic Site Allocation do not lead by default to building more than the overall objective of 250 houses in total.

In referring to the objection of 14.11.2019 to the proposed development by B&NES Council's Ecologist, Saltford Parish Council reminds B&NES Council of the wider planning policy objective for new developments to achieve net environmental gains. Saltford Parish Council asks that any segmentation of the Strategic Site Allocation through the inclusion of smaller sub-developments does not lead to any net environmental loss of habitat with ecological value or of green infrastructure.

19/04883/CLEU - Ruby Barn Norman Road Saltford BS31 3BQ. Installation of a hardstanding (Certificate of Lawfulness for an Existing Development). Mr & Mrs Selwood

It was resolved that B&NES Council be advised that this Council **COMMENTS ON** this application:

Saltford Parish Council has no evidence to suggest that the hardstanding has not been in place for a period other than that claimed by the applicant.

19/04984/LICOU - 559 Bath Road Saltford BS31 3JN. Prior approval request for change of use from light industrial (B1(C)) to 2no. dwellings (Use Class C3). Mr Geoffrey Andrews

It was resolved that B&NES Council be advised that this Council **COMMENTS ON** this application:

Saltford Parish Council does not support development on Saltford's Green Belt and regrets loss of buildings that have provided employment in the past. However, Saltford Parish Council does not conclude that this prior approval for change of use from light industrial (class B1(C)) to 2 dwellings (class C3) would necessarily be detrimental in planning terms to this particular location in the Green Belt compared to retaining its current designation (for light industrial use).

19/05083/FUL - Beacon House 553 Bath Road Salford BS31 3JG. Erection of 2 storey garage with studio, enlarged parking area and rebuilding of stone boundary wall. Mr & Mrs R & V Godfrey

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

9. FINANCIAL MATTERS

a. Monthly Financial Report – The report for November 2019, as recorded below, was discussed and accepted by members.

b. Schedule of Expenditure – The expenditure listed in the schedule for December 2019, as recorded below, was authorised and the schedule was signed by the Chair

c. Annual fee for the Wick House Close Allotments – The council authorised expenditure of £100 according to the licence agreed between Salford Parish Council and Curo Places Limited (Budget heading: Allotment site rent).

d. Society of Local Council Clerks membership – The council authorised expenditure of £180 to renew the Clerk's membership of the Society of Local Council Clerks for 2020 (Budget heading: General Administration).

e. Repair and conservation of memorials – The council authorised expenditure of £360 to level and reset three headstones and re-fix one headstone for safety reasons (Budget heading: Headstone check).

f. Ex-BT Phone kiosk (High St) ground works – The council authorised expenditure of £380 to level and reset the K6 Telephone box in its original location and make good to the footpath (Budget heading: Council Led Schemes).

g. SPC Talk on Salford Station – The council authorised expenditure of up to £100 for the costs of room hire and refreshments to host 'Salford's Railways: Past, Present and Future', a free public talk marking the 50th anniversary of the closure of Salford Railway Station, on Sunday 5th January 2020 (Budget heading: Publicity).

h. Boxcryptor subscription – The council authorised expenditure of up to £100 to renew the annual subscription to Boxcryptor encryption software (Budget heading: General Administration).

i. VE Day 75 trees – The council authorised expenditure of up to £350 for two oak trees and associated costs, as part of a joint project between SPC, the SCA and Curo to mark the 75th anniversary of VE day (Budget heading: Council Led Schemes).

j. **Draft budget 2020/21** – The Council reported that it had considered the draft budget for 2019/20.

10. PURPOSE(S) FOR ADOPTED EX-BT PHONE KIOSKS

Councillors discussed the future purpose(s) of the adopted ex-BT phone kiosks on the High Street / The Shallows and Norman Road.

It was agreed that the council would investigate the possibility of locating defibrillators in or on both phone kiosks. It was also agreed that the kiosks could serve a dual purpose should this prove practical. Any further one-off and ongoing maintenance costs associated with re-purposing both kiosks will be discussed at a future meeting once identified.

Councillors resolved a spend of up to £300 for in-situ conservation of the recently adopted phone box on Norman Road (Budget heading: Council Led Schemes).

11. PUBLIC FOOTPATHS BA27/79 and BA27/80 (GLENAVON FARM)

It was resolved that Cllr Duncan Hounsell will attend the Public Inquiry to be held at Keynsham Community Space (above Keynsham Library), Market Walk, Keynsham BS31 1FS on Thursday 13 February 2020 at 10am.

12. FIRST BUS RESPONSE

It was resolved that Cllr Jon Godfrey will draft a response to First Bus for consideration by councillors regarding the disproportionate bus fares paid by Saltford residents, and asking them to address the key points raised in SPC's letter to First Bus dated 6 September 2019.

13. SPC FINANCIAL RESERVES POLICY

Councillors resolved to adopt the SPC Financial Reserves Policy.

14. CLIMATE EMERGENCY AND ENVIRONMENTAL INITIATIVES

Cllr Jon Godfrey provided an update on potential electric vehicle charging points in Saltford. Cllr Godfrey also raised awareness to the possibilities of generating electricity from weirs.

Cllr Phil Harding reported that he and Cllr Gary Graveling had requested a meeting with B&NES Council officers regarding potential tree planting locations in Saltford.

15. DATA PROTECTION AND GDPR UPDATES

Councillors resolved that future minutes of meetings will not ordinarily include personal data relating to members of the public who attend and speak at meetings, but that the names of individuals could be recorded for the performance of contractual obligations, statutory powers or functions of the council, or if the

individual consents.

16. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

None reported.

17. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

None reported.

The meeting closed at 9.15 pm.

Chair's signature.....

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

Next Parish Council meeting: 7 January 2020

SALTFORD PARISH COUNCIL

Schedule of regular expenditure during December 2019

– for authorisation by the Council at its meeting on 3 December 2019

Description	Amount	Method	Budget heading
December Clerk's salary	1090 estimate, 1125 maximum	Online BACS	Office staff
December SCA Hall hire	55 estimate, 65 maximum	Online BACS	Hall hire
December Avon Pension Fund contributions	420 estimate, 440 maximum	Online BACS	Office staff
December HMRC tax & National Insurance	165 estimate 180 maximum	Online BACS	Office staff
December Intouch Communications Ltd Phone system	20 estimate 30 maximum	Direct Debit	General administration
December Saltford Community Hub phone/internet tenant contribution	35 estimate 40 maximum	Online BACS	Office Accommodation
December Ambience Landscapes churchyard maintenance	110 estimate 120 maximum	Online BACS	Churchyard Maintenance
Chair's Honorarium Oct-Dec	£75	Online BACS	Chairman's Honorarium

The following sums have been transferred from the Business Instant Deposit Account into the Current Account to cover outstanding invoices and expenditure:

Date: 26.11.19 £5,000

I certify that the above payments made or to be made have been authorised at the meeting of the Parish Council on 3 December 2019.

SIGNED.....

DATE:.....

CHAIR / VICE-CHAIR

Saltford Parish Council

Monthly Financial Report for November 2019 - Month 8
Quarter period 3

	Budget to date	Actual to date	Budget Year end position
RECEIPTS:			
Precept & any grant	£33,840	£33,840	£33,840
Interest on Investments	£17	£19	£25
Other Income: Allotments	£0	£43	£170
VAT Reimbursements	£800	£714	£800
Other	£0	£0	£0
Subtotal without CIL	£34,656.61	£34,616.49	£34,834.95
CIL Payments	£0.00	£9,183	£0
Total Income	£34,657	£43,800	£34,835

PAYMENTS:			
General Administration	£1,000	£930	£1,500
Office accommodation	£2,000	£1,500	£2,000
Office Staff	£13,333	£13,237	£20,000
Office Equipment	£267	£24	£400
Training	£1,333	£976	£2,000
Auditing	£450	£445	£450
Insurance	£400	£321	£400
Publicity	£1,000	£297	£1,500
Subscriptions	£21	£10	£31
Chairmans Honorarium	£225	£150	£300
Councillors' expenses	£33	£78	£50
Hall / Room Hire	£400	£301	£600
Maintenance: Church Yard Grounds	£867	£726	£1,300
Allotments	£333	£0	£500
Churchyard Special Maintenance Projects	£667	£300	£1,000
Allotment site rent	£100	£0	£100
Miscellaneous Grants	£667	£0	£1,000
Council led schemes (s.137)	£377	£565	£565
Council led schemes (GPC)	£290	£16	£435
VAT	£467	£442	£700
Subtotal without CIL	£24,229.00	£20,318.21	£34,831.00
CIL-related expenditure (s.137)	£700.00	£694	£700.00
CIL-related expenditure (GPC)	£4,568	£2,706	£4,658
Total Payments	£28,797	£23,024	£39,489

BALANCE AT END OF MONTH:

Current account	£4,391
Business Instant Access account	£63,595
Cash	£49
TOTAL CURRENT BALANCE	£68,036

CIL-related cashflow	Balance at 31/03/19		CIL-income 19/20	CIL-expend 19/20	CIL balance
	£10,716		£9,183.24	£3,400	£16,499

Total s.137 payments 2019-20	£1,258.36
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