

SALTFORD PARISH COUNCIL

Minutes of the meeting of the Council held at Saltford Hall, Saltford on Tuesday 6th February 2018 at 7.15pm

PRESENT:

Councillors – Adrian Betts (part of meeting), Ben Eve, Jon Godfrey, Phil Harding, Duncan Hounsell, James Macnaughton, Rob Taylor and Chris Warren (Chair)
(Cllr Liz Macnaughton is on a 6-month leave of absence)

Officer – Tricia Golinski

1. MINUTES

The minutes of the Council meeting held on 2 January 2018 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 Cllrs Kyle Rice and Farida Wilson.

3. DECLARATIONS OF INTEREST

No interests were declared.

4. PUBLIC TIME

There were 4 members of the public present.

Chris Essex of Saltford Community Association (SCA) asked that thanks be recorded to Jon Godfrey for setting up the SCA Free-Wifi Hotspot.

5. CHAIR'S ANNOUNCEMENTS

There were no announcements.

6. CLERK'S ANNOUNCEMENTS

The Clerk made the following announcements:

- We have received 4 applications for the post of Cover Clerk to cover holidays. Members of the Staffing Committee plan to interview candidates on 20 February.
- We have so far received 8 nominations for Community Awards: the closing date is this Friday 9 February.

7. REPORT FROM B&NES WARD COUNCILLORS

There was no report.

8. 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 February 2018 was authorised and the schedule signed by the Chair.

9. SALT FORD POST OFFICE / LIBRARY PROJECT

The Council considered a request from Chris Essex, John Davies and David Halton (Chair of the new non-profit-making subsidiary of SCA) for a financial contribution to the combined Post Office/Library project. A three-year business plan has been made and is subject to approval from the Post Office.

The Council agreed to make a financial contribution of £2000 in the financial year 2018/19 (£1500 from Office Accommodation budget and £500 from a new budget to support the project).

It was noted that the Post Office/Library project has requested two short-stay parking spaces nearby in Manor Road. Only one disabled parking space exists outside the Library.

10. REQUEST FOR BENCH AT SHOP PARADE

The Council considered a request from an elderly local resident for a bench to be installed at the shop parade. Cllr Duncan Hounsell noted that the location between the notice boards was not B&NES land, but between the Parish Council notice board and the road is B&NES land.

It was agreed that in view of the closure and possible relocation of the Post Office, this request is to be reviewed at a later stage, either at the old location or the new, also with a possible contribution from B&NES ward councillors.

11. CHURCHYARD GROUNDS MAINTENANCE MARCH 2018 TO FEBRUARY 2019

It was agreed that Ambience Grounds Maintenance will be asked to undertake the regular churchyard grounds maintenance for the year from 1 March 2018 according to the specification agreed in January.

12. ANNUAL PARISH MEETING AND COMMUNITY AWARDS

The Council discussed arrangements for the 2018 Annual Parish Meeting, to be held on 3 April 2018 at 6.30 pm (preceding a Planning Committee meeting), which will include the presentation of the 2018 Community Awards.

13. WAR MEMORIAL ENHANCEMENTS

The Council reviewed its plans for new railings and gate at the war memorial. The leaseholder of the land, B&NES Council, has yet to give approval for the work proposed. It was agreed that the Parish Council would take responsibility for the upkeep and maintenance of the new

installations (a pressure wash will be needed every 15 years). It was agreed that Cllr Chris Warren would speak to the freeholder about the works proposed.

14. DATA PROTECTION OFFICER

Cllr Jon Godfrey was elected as Data Protection Officer in compliance with the General Data Protection Regulations (GDPR) which come into effect in May 2018. This may require changes to how the Council handles personal data. The Chair thanked Cllr Jon Godfrey.

15. PLANNING MATTERS

a. New planning applications – The Council considered the following planning applications in respect of which Bath & North East Somerset (B&NES) Council had invited comments:

18/00206/FUL - 10 Grange Road - Erection of 1 detached dwelling - Mr & Mrs Bev Hunt

It was noted that this application has been **WITHDRAWN**.

18/00129/FUL - 5 Chestnut Walk - Erection of single storey rear and 2 storey side extension together with small front porch - M Williamson

It was resolved that B&NES Council be advised that this Council **SUPPORTS** this application **and asks that due consideration be given to maintain the privacy and security of neighbouring properties during and after construction.**

18/00030/LBA - 3 Mill Cottages The Shallows - Internal alterations to include removal of kitchen wall and entrance lobby walls, changing the location of the first floor bathroom, addition of sun pipes to the stairs and smaller bedroom and increasing the height of the smaller bedroom window - Anna Mabella Edgley

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

b. Decisions and Appeals – The Clerk reported that the following applications have been PERMITTED (with conditions) by B&NES Council:

17/04645/FUL - AP Tattoos 499 Bath Road - Change of use from use class B1 to Tattoo shop (use class Sui Generis) (retrospective) - A P Tattoos

17/05477/FUL - Parcel 2066 Normal Road - Formation of an all weather equine exercise area (menage) on equestrian land - Mrs Teresa Green

17/05480/FUL - 31 Tynning Road - To remove existing porch and erect a tiled roof lean-to with new PVCU windows and door to the north west elevation - Mr R Hales

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

17/04183/LBA - 2 The Batch - Internal and external alterations for the demolition of a modern porch and construction of side and rear extensions. Relocation and

reconstruction of existing dormer - Mr Campbell

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

The Clerk reported that the following Tree Preservation Order has been confirmed:

Three trees at Rosemere, Homefield Road, Saltford No. 11

c. Planning items of urgent information – Cllr Duncan Hounsell asked what happens following the Parish Council’s submission to B&NES HELAA Review. Cllr Adrian Betts noted that B&NES will soon advise parishes of the proposed process for involving parishes in work on assessing sites for potential allocation in the new Local Plan.

16. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

Cllr Phil Harding reported on behalf of Saltford Environment Group (SEG) that all Saltford school pupils will be visiting the Heritage Centre, which has received good feedback from teachers.

Cllr Duncan Hounsell reported that Saltford Business Network had a presentation on GDPR, and that Saltford Brass Mill volunteers received a £500 Wessex Watermark award.

17. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

Cllr Chris Warren reported that he and Cllr Phil Harding had met B&NES Cabinet Member for Transport, Cllr Mark Shelford, at Saltford station site, and had sent Cllr Shelford information received from Network Rail, with which it is hoped Cllr Shelford will pursue the matter with Great Western Railway (GWR).

Cllr Duncan Hounsell reported that B&NES Highways maintenance program 2018/19 includes resurfacing Claverton Road.

Cllr Duncan Hounsell reported that B&NES has produced only partial volumetric data on traffic on the A4 for 2017 (online in the Councillors Area under *Traffic & transport*), and that monitoring data for nitrogen dioxide will be available later in the year.

Cllr Duncan Hounsell reported that he is attending B&NES Chair’s Awards Evening on 8 February to support Saltford’s nominees, Hinton Close Day Centre and Saltford Business Network.

The meeting closed at 8.15 pm

Chair’s signature.....

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

Next Parish Council meeting: 6 March 2018
Next Planning Committee meeting: 20 February 2018