

SALTFORD PARISH COUNCIL

Minutes of the meeting of the Council held at Saltford Hall on Tuesday 7th January 2020 at 7.15pm

PRESENT

Councillors: Chris Warren (Chair), Adrian Betts, Marie Carder, Will Feay, Jon Godfrey, Gary Graveling, Duncan Hounsell, Robert Taylor and Sally Turner.

Officer: Lottie Smith-Collins

1. MINUTES

The minutes of the Council meeting held on 3 December 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 Cllrs Adam Rees-Leonard and Phil Harding.

It was noted that Cllr Harding had submitted a written planning report for consideration by the Council concerning planning applications under item 8.d.

3. DECLARATIONS OF INTEREST

The Clerk stated that all residents have an interest in St Mary's Churchyard as it is the location of our local memorial garden and that unless anyone has a pecuniary interest in planning consultation 8.d 19/05370/FUL there is no need to declare an interest. Councillors need to be aware that SPC is likely to be responsible for the maintenance of the path should planning be permitted.

4. PUBLIC TIME

There were nine members of the public present.

Hayley Evans and Sam Cook spoke with relation to item 12 'Safety improvements - A4 Bath Road by Saltford Hill', including concerns about pedestrian safety, the existing speed limit and speeding, and the negative impact of traffic on residential buildings due to road maintenance conditions.

Peter Aylett spoke in support of item 8.d planning consultation '19/05179/FUL - 15 Kingston Avenue Saltford BS31 3LF'.

Reg Williams and Adam Stratton spoke in support of their agreed alternative route regarding item 10 'Public footpaths BA27/79 and BA27/80 (Glenavon Farm)'.

5. CHAIR'S ANNOUNCEMENTS

Cllr Chris Warren stated that SPC's talk on 'Saltford's Railways: Past, Present and Future' on Sunday 5th January 2020 had been well attended by residents.

6. CLERK'S ANNOUNCEMENTS

The Clerk stated that the SPC Community Awards nominations are currently open and that information is on the SPC website. The deadline for submissions is Friday 7th February 2020.

(Item 12 was discussed next)

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:

- The decision about the future of the Mead Lane river-bank will be made at the B&NES Cabinet meeting on Thursday 16th January starting at 7pm.
- The outcome of a Freedom of Information request to B&NES Council regarding the cost of the 2005 stabilisation works on the river-bank at Mead Lane carried out by Halcrow in current values was between £190,000 (budgeted figure) and £480,000 (based on amounts against cost centres) however the latter figure may accommodate costs not attributed to works at Mead Lane.
- Cllr Hounsell has made a recommendation to B&NES Cabinet that the river-bank at Mead Lane becomes once again a public space for use for all the community.
- Cllr Hounsell believes that a full public consultation should be carried out by B&NES on the provision of an alternative location with appropriate facilities on the river for boaters who require 48hour and 14 day moorings.
- With regards to the reopening of Saltford Station, the Greater Bristol Area Rail Feasibility Study (GBARFS) states that a stop at Saltford is still feasible and suggested it may be possible to introduce a 'skip-stop' pattern (i.e. miss out stops at Keynsham or Oldfield Park) to facilitate a stop at Saltford.
- Cllr Singleton took part in the Avon and Somerset Crime Panel meeting in December 2019. The Avon and Somerset Police Community Trust has a Road Safety Fund with up to £5000 a project available, details can be found at www.avonandsomersetpolice.uk/pct

8. PLANNING MATTERS

a. Decisions and Appeals

The Clerk reported that the following application has been certified as LAWFUL by B&NES Council:

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

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:

19/05179/FUL - 15 Kingston Avenue Saltford BS31 3LF. Erection of single storey side extension. Mr And Mrs P Aylett

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

Saltford Parish Council does not object to the proposed extension in principle but the block plan 0878/4 and the elevations plan 0878/2 show the gutter for the new extension overhanging the boundary and rear patio for No. 16 and the foundations for the extension being built partially on No.16's land. That would infringe the property rights for No. 16 and would compromise any future plans for a rear extension for No. 16 whilst intruding on that property's patio/garden area. Such an intrusion would be contrary to Policy D3 (m) of the 2017 B&NES Placemaking Plan concerning the need to avoid adversely prejudicing an existing development or compromising an adjoining site. Saltford Parish Council therefore recommends that the plans be modified so that the eaves and/or gutter and the foundations for the new extension do not extend over the boundary line.

19/05298/CLEU - 57A High Street Saltford BS31 3EJ. Use of building as 2no self contained flats (Certificate of Lawfulness for an Existing Use)

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 property has not been in use as two self-contained flats for a period other than that claimed by the applicant.

19/05351/FUL - 13 Beech Road BS31 3BE. Erection of single storey rear extension and internal alterations. Mr Mike Pollinger

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

19/05370/FUL - St Marys Church Queen Square Saltford BS31 3EL. Installation of new paving, handrails and ramp to existing memorial garden. The PCC St Mary's Church Saltford

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

19/05376/TCA - Saltford Manor Queen Square Saltford BS31 3EL. Leylandi (T1) - section fell. Mr Richard Canter

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

19/05445/FUL - 410 Bath Road Saltford BS31 3DH. Proposed erection of a single storey extension and associated works. Mr & Mrs Ali

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 December 2019, as recorded below, was discussed and accepted by members.

b. Schedule of Expenditure – The expenditure listed in the schedule for January 2020, as recorded below, was authorised and the schedule was signed by the Chair.

c. Ex-BT Phone kiosk (High St) conservation and repurposing – The Council authorised a spend of £300 to complete in-situ conservation and repurposing of the K6 Telephone box (Budget heading: Council Led Schemes).

d. Railfuture membership – The Council authorised expenditure of up to £25 to renew the Council's membership of Railfuture for 2020 (Budget heading: Subscriptions).

e. 2019/20 budget and precept – The Council agreed the budget for 2020/21 and resolved that the precept to be levied by Saltford Parish Council for 2020/21 will be £34,838, an increase of 2.95%.

f. Level of reserves (excluding CIL Funds) – The Council agreed to minute SPC's predicted level of budgeted reserves as £38,623 at the end of the 2020/21 year, against an agreed minimum of £33,673, as considered and approved as part of the 2020/21 budget agreement (9.e above). This figure does not include CIL funds of £16,498 which are considered separate for budgetary purposes.

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

Councillors discussed the alternative route agreed by the landowner and inquiry applicant. It was agreed that Saltford Parish Council intends to support in principle the agreement that the landowner and inquiry applicants have reached. It was resolved that the Chair will sign a Memorandum of Agreement reflecting this and that B&NES Council will be informed of SPC's view prior to the public inquiry taking place.

11. AVON PENSION FUND (APF) VALUATION

The Council resolved the Avon Pension Fund valuation to be based on APF's long term pay assumption of 3.9%.

12. SAFETY IMPROVEMENTS - A4 BATH ROAD BY SALTFORD HILL

The Council discussed actions to improve safety on the A4 Bath Road by Saltford Hill.

Cllr Duncan Hounsell agreed to liaise with B&NES Council Traffic Management Team with an aim to prioritise the installation of an island refuge near the Bristol bound bus stop and to prioritise the upgrade of the existing refuge near the Bath bound bus stop.

Cllr Hounsell and SPC resolved to request that B&NES Council act regarding the agreed relocation of the Visually Activated Sign (VAS).

SPC agreed to ask B&NES Council to conduct a site inspection focussing on the condition of the road including sunken metal utility covers that may require maintenance.

13. CHURCHYARD GROUNDS MAINTENANCE SPECIFICATION 2020

The specification for regular grounds maintenance at St Mary's churchyard for the year commencing 1 March 2020 was agreed. Quotations based on the agreed specification will be sought and considered at the February meeting.

14. ALLOTMENT RENTS AND ALLOTMENT TENANTS' PUBLIC LIABILITY INSURANCE 2020/21

The Parish Council agreed to renew its public liability insurance for the 13 allotment tenants, with the annual policy starting on 29th January 2020 at a cost of up to £100 (Budget heading: Insurance).

It was confirmed that the level of allotment rents for 2020/21 to take effect from 1 April 2020 as agreed in January 2019 will be £20 per year for a full plot and £10 per year for a half plot.

It was resolved to keep allotment rents for the year commencing 1st April 2021 at the same level as 2020/21 (£20 per year for a full plot and £10 per year for a half plot).

15. ASSET CHECKING PROCEDURE AND ASSET CHECKING

The Council reviewed its twice-yearly asset checking procedure, and allocated tasks to councillors and the Clerk to check community assets for which the Parish Council has responsibility.

16. DEFIBRILLATORS IN EX-BT PHONE KIOSKS

A report regarding installation of defibrillators in the ex-BT phone kiosks on Norman Road and the High St / The Shallows was considered. It was agreed that Cllr Jon Godfrey would lead on options. This will be an item on the February agenda.

17. TRAFFIC REGULATION ORDER (TRO) – TYNING ROAD

It was resolved that Cllr Adrian Betts will consult with immediate neighbours and businesses regarding the possibility of asking B&NES Council for a TRO on a section of Tynning Road. This will be an item on the February agenda.

18. NEW LOGO

This item was moved to the February agenda.

19. CHRISTMAS TREE

The Council resolved to request that B&NES Council replace the Copper Beech tree at the memorial garden (Manor Road / A4 Bath Road) and replace it with a 10 foot Norwegian Spruce. Actions, if any, for decorating the tree will be discussed following a response from B&NES Council.

20. BICYCLE STATION IN SALT FORD

It was agreed that Cllr Gary Graving would identify possible locations and funding options to achieve a public bicycle repair station in Saltford. This will be an item on the February agenda.

21. CLIMATE EMERGENCY AND ENVIRONMENTAL INITIATIVES

Cllrs Jon Godfrey and Phil Harding have expressed interest in attending The Parish Councils Climate Emergency Action Day workshop.

Cllr Duncan Hounsell informed the Council that the first meeting of the B&NES Schools Climate Environment Network, of which Saltford School is a member, had recently taken place.

22. DATA PROTECTION AND GDPR UPDATES

Cllr Jon Godfrey raised awareness about current internet security matters.

23. PUBLICITY

The Council agreed items to include in its SCAN page and ideas for its next e-newsletter.

24. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

The Clerk reported on behalf of Cllr Phil Harding that the River Avon Users Consultative Committee will be meeting on 14th January 2020.

25. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

Cllr Adrian Betts shared information from a meeting he attended regarding the possible environmental impact should Bristol Airport expand as is being proposed.

The meeting closed at 9:30pm.

Chair’s signature.....

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

Next Parish Council meeting: 4 February 2020

SALTFORD PARISH COUNCIL

Schedule of regular expenditure during January 2020

– for authorisation by the Council at its meeting on 7 January 2020

Description	Amount	Method	Budget heading
January Clerk's salary	1090 estimate, 1125 maximum	Online BACS	Office staff
January SCA Hall hire	60 estimate, 75 maximum	Online BACS	Hall hire
January Avon Pension Fund contributions	420 estimate, 440 maximum	Online BACS	Office staff
January HMRC tax & National Insurance	165 estimate 180 maximum	Online BACS	Office staff
January Intouch Communications Ltd Phone system	20 estimate 30 maximum	Direct Debit	General administration
January Saltford Community Hub phone/internet tenant contribution	35 estimate 40 maximum	Online BACS	Office Accommodation
January Ambience Landscapes churchyard maintenance	110 estimate 120 maximum	Online BACS	Churchyard Maintenance

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

N/A

I certify that the above payments made or to be made have been authorised at the meeting of the Parish Council on 7 January 2020.

SIGNED.....

CHAIR / VICE-CHAIR

DATE:.....

BALANCE AT END OF MONTH:

Current account	£2,050
Business Instant Access account	£63,598
Cash	£49
TOTAL CURRENT BALANCE	£65,697

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
------------------------------	-----------