

SALTFORD PARISH COUNCIL

Minutes of the meeting of the Council held at Saltford Hall, Saltford
on Tuesday 6th July 2011 at 7.15pm

PRESENT: Councillors Reg Williams (Chair), Duncan Hounsell (Vice-Chair), Mathew Blankley, Tina Curtis, Harvey Haerberling, Rob King, Neil McKen, Kevin Reeves, Rick Taylor, and Jill Williams

Officer Tricia Golinski

1. MINUTES

Cllr Duncan Hounsell requested the following amendment –

7. RAILWAY TRAFFIC STUDIES

Cllr Duncan Hounsell reported that B&NES Council Leader Paul Crossley had mentioned trying to increase **local commuter** rail passenger numbers and rail traffic, and the possibility of re-opening Saltford railway station.

It was **RESOLVED** that the minutes of the Council meeting held on 7 June 2011 be amended as above and otherwise 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 Kim Johnson.

3. PUBLIC TIME

There were 4 members of the public present.

Mr Taylor spoke about planning application 11/02207/FUL.

Mrs Hunt and Mr Morris spoke about planning application 11/02291/FUL.

4. CHAIR'S ANNOUNCEMENTS

The Chair thanked the organisers of Saltford Festival and Cllr Jill Williams in particular for an excellent festival; and Cllr Tina Curtis for organising the litter pick; and requested that the Council's thanks be recorded in the minutes.

5. AVON LOCAL COUNCILS ASSOCIATION

The Council received a presentation from Peter Duppa-Miller, Secretary of Avon Local Councils Association, on the benefits to Saltford of being a member of ALCA. The Chair thanked Peter Duppa-Miller for his presentation, and the Chair and the Vice-Chair requested that the Council consider this as an item on the agenda of the next meeting.

6. PLANNING MATTERS

1. **Minutes** –the minutes of the Planning Committee meeting held on 21 June 2011 were confirmed as a correct record and signed by the Chair of that committee.

2. New planning applications

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

- **11/02291/FUL** - 3 Chestnut Walk - Erection of a two storey side extension and single storey rear extension following demolition of existing garage - Mr J Junt
It was **RESOLVED** that Bath & N E Somerset Council be advised this Council **objects to** this application as it would be contrary to D.4(a) (out of context with street scene); & D.2(f) (significant harm to amenities of occupiers of neighbouring premises due to loss of light)
- **11/02296/FUL** - 2 Uplands Drive - Extension and refurbishment of detached house - Mr Lee Bignell
It was **RESOLVED** that Bath & N E Somerset Council be advised this Council **does not object to** this application but queries whether there would be restriction of light to the kitchen of no.4.
- **11/02328/FUL** - 1 Somerville Close - Erection of single storey rear/side extension - Mr Alan Martinovic
It was **RESOLVED** that Bath & N E Somerset Council be advised this Council **objects to** this application on the grounds that the large tree in the garden of 53 Uplands Road was omitted from the application.
- **11/02572/FUL** - Westfield 5 Homefield Close - Provision of replacement roof structures to single storey wings - Ms R Brall And Mr N Lilly
It was **RESOLVED** that Bath & N E Somerset Council be advised this Council **does not object to** this application.
- **11/02207/FUL** - 450 Bath Road - Conversion of existing garage to living accommodation and provision of bay window to front elevation, replacement of roof and provision of lantern light to existing sun room - Mr R Taylor
It was **RESOLVED** that Bath & N E Somerset Council be advised this Council **does not object to** this application.

3. Decisions

The Clerk reported the following application which had been PERMITTED with conditions:

11/01672/FUL - Beechwood House, Norman Road - Retention of stable and tack room - Mr Kevin Bowerman

4. Possible Contraventions

The Clerk reported the following updates from B&NES on matters which had been referred to them for clarification as to whether a contravention of planning controls had taken place:

- 07/00321 Burnett Business Park - With regard to the aggregates which were moved inward and not visible from the Highway, the Local Planning Authority does not consider the expediency of pursuing enforcement action as observed at the site visit of 20th April 2011. However this position would be reviewed, if the situation at the site changes.
- 11/00366/UNDEV - Mead Lane narrow boat moored residentially on the riverbank owned by B&NES – We visited the site and noted two narrowboats moored there. The first one is having its engine repaired as it's broken down. These works will be carried out this weekend and once completed the boat will go. The occupier of the second boat informed us that he would be leaving on Sunday.
- 11/00239/UNDEV – Play park at Riverside Inn, The Shallows – A planning application is being drawn up by the Brewery.
- 10/00632 – Caravan rear of The Crown – This case is ongoing.
- 11/00056/LBWORK- UPVC windows at 61 High Street – This case is ongoing.
- 11/00216/UNAUTH - Former toilet block, Manor Road – This case is closed.
- 11/00354/ADVERT – Cash4Cars vehicle mounted advert – this is now gone.

Cllr Reg Williams suggested that the report relating to 11/00366/UNDEV is referring to the wrong boats, and Cllr Neil McKen is to note the relevant boat numbers and report to the Clerk.

Cllr Neil McKen raised the issue of general use of the car park in The Shallows, where there are problems with overnighters. The Clerk was asked to find out what B&NES' rules are for this car park and to put the matter on the agenda of the next meeting.

Remaining outstanding possible contraventions:

10/00021	14.01.10	Salford Marina	Office and shower facility building not yet moved to location for which planning permission was given
11/00310	02.06.11	Somercourt, Homefield Road	Additional footings been sunk to the south of Somercourt bearing no relation to the plans approved under application 10/03902

5. Planning items of urgent information

Cllr Reg Williams reported that Cllr Mathew Blankley had resigned from the Planning Committee.

7. 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 July 2011 be authorised and the schedule signed by the Chair.
3. **Avon Wildlife Trust** – The Council agreed to renew the membership of Avon Wildlife Trust at £48 for the year (budget heading S137) and to review membership again in March 2012. The newsletters are to be circulated by Cllr Jill Williams.
4. **Reserve account for office accommodation** – The Council agreed to consider whether to maintain a reserve account of £16,000 for possible new office accommodation at an informal meeting in September or October, suggested by Cllr Duncan Hounsell, to consider next year's budget in view of agreed priorities.
5. **Bank reconciliation checking** – Cllr Tina Curtis was appointed to check the bank reconciliations quarterly as required by auditors.

8. INVITATION TO NEW B&NES COUNCIL LEADER

The Council agreed to invite B&NES Leader Cllr Paul Crossley to an informal meeting at 6.30pm prior to the Council meeting on 6 September 2011. The issues which the Council would like him to address were agreed as:

- Traffic and transport issues arising from Parish Plan
- Planning enforcement especially river moorings
- Feasibility of re-opening Saltford railway station.

9. SALTORD SMALL BUSINESS CHAMPION

Cllr Duncan Hounsell proposed that the Parish Council appoint a Parish Councillor to act as a Saltford Small Business Champion, to speak up for small businesses in Saltford and be a point of contact for the proposed local business support network. Cllrs Rick Taylor and Tina Curtis volunteered to take on this role.

Cllr Kevin Reeves proposed that the Council apply to B&NES for a Small Grant (see Item 18) to start up a Saltford Small Business Community Network. Applications need to be from established organisations with bank accounts, if successful the network would then establish itself as a separate organisation. The Council agreed to this proposal and Cllr Rick Taylor agreed to be the contact for the application.

10. REPORTS FROM REPRESENTATIVES ON OTHER ORGANISATIONS

Cllr Jill Williams reported that a **Saltford Community Association** meeting was to be held on 7 July and she would let them know about B&NES' Small Grants Fund.

Cllr Duncan Hounsell reported from the **Chew Valley Area Partnership** meeting that there was a discussion about the value of the partnership and issues about its constitution.

Cllr Duncan Hounsell reported the following from the **PACT** meeting on 5 July:

- Crime statistics in the area are currently low.
- There are thefts of scrap metal everywhere.
- Speeding in Norman Road was monitored as part of a drink-drive campaign and will be repeated, and possibly in Mead Lane too.

- Deliveries to the shop parade was discussed – see item 12.
- Parking problems at Saltford Primary School are being looked at and there are to be changes to its enforcement.
- The priorities for the next PACT meeting are:
 - Speeding on the A4
 - Parking on the grass area opposite Saltford Hall and in Brockley Road: the Police are to contact Somer Housing
 - Safety issues at the Mead Lane/High Street junction: to be taken up with B&NES.

Cllr Reg Williams reported from the **Standards Committee**, which deals with complaints about councillors. This is likely to change under the Localism Bill, and each Parish Council would create its own rules.

Cllr Reg Williams reported the following matters from the **Parishes Liaison** meeting:

- Update on the Core Strategy: the provisional strategy is to be looked at in November 2011.
- The review of the Parish Charter has been delayed pending the Localism Bill.
- B&NES Small Grants scheme was promoted.
- Parish Online update.
- Bath Transportation package is being reviewed.
- Speed limits on some roads are being changed.
- B&NES charges for street parties will be applied for Queen’s Jubilee events so Parishes should budget for this if required.

The Clerk read Cllr Kim Johnson’s report from the **Keynsham Young People’s Liaison Group** meeting on 16 June 2011 including her concern about the loss of support for the young people of Saltford. Cllr Neil McKen reported that he and Cllr Kim Johnson are to meet to discuss issues around young people and the work with the **Children’s Society**, which is to continue following an inter-generational Skills Swap event during the Festival.

11. **TRAFFIC AND TRANSPORT**

The Clerk reported the following responses from B&NES concerning the actions on Traffic and Transport from the Parish Plan:

- The Traffic & Safety team has already placed on their task register the request for pedestrian facilities on the A4. A reduction of HGV movement through Saltford is unfortunately a non-starter as the A4 is a major route from Bristol to Bath and southward bound.
- The Transport Planning team reported that the Council’s Draft Core Strategy recognises the need for studies to assess the potential for a Saltford bypass and preliminary work has been undertaken to test the effectiveness of a bypass for Saltford to support the Council’s Core Strategy. A bypass for Saltford is also identified in the Joint Local Transport Plan 3 (2011-2026) as a possible scheme to be implemented post 2026. However, the priority in the Joint Local Transport Plan is to improve bus and rail services along the A4 corridor between Bristol and Bath.

- Monitoring existing parking restrictions, extending current restrictions, introducing new and identifying new areas for parking are dealt with by B&NES' Parking team who have not yet responded.
- The request to seek alterations to the bus fare structure can be answered by B&NES' Public Transport Team, who have not yet responded.

Cllr Duncan Hounsell commented that any consultation about a bypass has to follow Department of Transport methodology which must look at a range of options to solve the problem including non-highways solutions.

The Clerk was asked to seek B&NES' responses to the parking and bus fares issues.

12. DELIVERY LORRIES AT SHOP PARADE

Cllr Reg Williams reported from a meeting with PC Ian Harris, the managers of Tesco's and the Co-op and B&NES Parking Officer. Tesco's promised to try to make all deliveries before 8am and the Co-op are less able to control the timing but would try to deliver at the back. A further meeting has been arranged for 16 August to review the proposals and Cllr Mathew Blankley is to attend.

13. RIVER BANK EROSION

The Clerk reported that B&NES' Parks & Green Spaces Officer is awaiting a response from Property on this issue, and that there is likely to be an issue with budgets on work such as this.

14. MEMORIAL FOR FRANK VINE

Cllr Tina Curtis reported that the memorial plaque is ready to be installed and Cllr Reg Williams is to arrange a date for an opening ceremony.

15. ALLOTMENT SITE WATER SUPPLY

The Clerk reported that the response is still awaited from Somer Housing as to whether the lease for the allotment site will be extended beyond 2013.

16. PARISH COUNCIL PRIORITIES

Cllr Duncan Hounsell suggested delaying further discussion on the Council's priorities until after the proposed informal meeting in September to discuss priorities and budget implications, and make recommendations to a formal Council meeting for the 2012-13 budget. It was agreed to hold this informal meeting on Saturday 24 September 2011, from 10am till 12am and the Clerk was asked to book a room.

17. B&NES CHAIRMAN'S COMMUNITY AWARDS 2011/12

Cllr Duncan Hounsell proposed nominating Cllr Jill Williams for a B&NES Chairman's Community Award and Cllr Neil McKen is to nominate her.

It was agreed to postpone discussion of setting up a Saltford Parish Council Community Awards scheme until the informal meeting on 24 September. Cllr Duncan Hounsell

suggested that such a scheme could cost nothing, create good feeling and be good for the Parish Council's profile.

18. B&NES SMALL GRANTS FUND 2011/12

Cllr Reg Williams reported that B&NES' Small Grants Fund has £300,000 to spend on community projects. It was agreed that the Clerk would publicise this in SCAN, on the noticeboard and website, and to all local organisations which are invited to the Parish Meeting; Cllr Jill Williams is to tell Saltford Community Association and Cllr Tina Curtis is to tell the Scouts.

19. ITEMS OF URGENT INFORMATION

Cllr Duncan Hounsell reported that the grass is very long in Claverton Road playing field, and Cllr Mathew Blankley reported that B&NES are addressing the problem.

Cllr Jill Williams reported that Sheila Hall offered to display laminated copies of Council minutes on her fence.

Cllr Rob King reported that the problem of car parking on the green opposite Saltford Hall came up at the PACT meeting and that Somer Housing are to be contacted as it is their land.

The meeting closed at 9.45pm.

Next Council meeting: 6 September 2011

Next Planning Committee meeting: 19 July 2011

Chairman.....

Date confirmed and signed.....