

SALTFORD PARISH COUNCIL

Minutes of the meeting of the Council held at Saltford Hall, Saltford on Tuesday 2nd July 2019 at 7.15pm

PRESENT

Councillors: Chris Warren (Chair), Adrian Betts, Marie Carder, Will Feay, Gary Graveling, Phil Harding, (Vice Chair and Chair of Planning Committee), Duncan Hounsell, Rob Taylor and Sally Turner.

Officer: Lottie Smith-Collins

1. MINUTES

The minutes of the Council meeting held on 4th June 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 Jon Godfrey and Adam Rees-Leonard.

3. DECLARATIONS OF INTEREST

The Chair acknowledged under item 9.d that the Parish Council was a tenant of the Community Post Office and Library Hub.

4. PUBLIC TIME

There were 11 members of the public present.

Clarice Corfield, representing Churches Together Keynsham and Saltford, spoke in support of item 9.f financial assistance application for a debt relief centre.

Melissa Brook, representing Saltford CofE School, spoke in support of item 9.e financial assistance application for restoring an area of sports pitch including goal mouths.

Nick Selwood and Serena Davis spoke regarding item 13 AirBnB in Saltford, listing the positive impact and benefits of AirBnB businesses in the village and welcoming engagement with the Parish Council as AirBnB hosts.

Chris Essex spoke in support of item 9.d financial assistance application for loft upgrades at the Community Library & Post Office Hub; Thanked SPC for the £1k grant given to the Saltford Festival; Requested an update on the Wedmore Road car park; Reported that the SCA had received £20k in funding to replace the boilers at Saltford Hall; and welcomed ideas from the SPC regarding a VE Day 75 event.

5. CHAIR'S ANNOUNCEMENTS

No announcements were made.

6. CLERK'S ANNOUNCEMENTS

The Clerk made the following announcements:

- B&NES Council sent SPC a Notice of Intent to introduce 'no stopping on entrance markings at any time in lengths of Manor Road, Saltford'. This has been received as a matter of procedure for what already exists on-site.
- Planning Committee will meet on 6th August. The next full SPC meeting will be 3rd September.

7. REPORT FROM B&NES WARD COUNCILLORS

A report was given on behalf of Saltford Ward Councillors by Cllr Duncan Hounsell:

- Cllr Hounsell met with Cllr Paul Crossley (B&NES Cabinet member for Communities) at Mead Lane to brief him on issues. Cllr Hounsell also met Cllr Sarah Warren (B&NES Cabinet Member for Climate Emergency and Neighbourhood Services) at Mead Lane to discuss the possibility of establishing a wildlife conservation area there. The Environmental Director of B&NES Council is producing a review of the mooring trial.
- Ward Councillors expressed their thanks to everyone who helped organise the Saltford Festival 2019.
- Planning contravention notices (PCNs) have been served to the owner of two Saltford properties regarding alleged change of use from residential C3 classification to commercial leisure accommodation.
- Ward Councillors are starting a regular monthly drop-in surgery the first Saturday morning of each month 9:30-11:30am in the Saltford Library and Post Office back office, starting on Saturday 7th September.

8. PLANNING MATTERS

a. Decisions and Appeals

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

19/01768/FUL **20 Manor Road BS31 3DN** - Erection of two storey side extension. Executors Of The Late Peter Allen.

19/00645/FUL **476 Bath Road Saltford BS31 3DJ** Convert the existing courtyard at the back of the property to provide a new garage/store building and an external store, to follow removal of two existing timber sheds. BOS Leisure.

19/01980/FUL **16 Victoria Road BS31 3AW** - Erection of single storey side and rear extensions. Mr & Mrs Mason

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

19/01732/CLEU - **Unregistered Dwelling 1 Avon Farm Avon Lane Saltford**, Use of "The Garden Room" as a separate dwelling (Use class C3) (Certificate of Lawfulness of Existing Use). Mr Clive Franklin.

b. Planning contraventions

19/00309/UNAUTH– The Clerk reported that SPC had received confirmation that Martin Almond, B&NES Council Planning Officer, has assessed the allegation of a possible planning contravention at Avon Cottage, Avon Lane with regards to the use of buildings as dwellings. He has advised the owners to submit certificate of lawful existing use applications to B&NES Council.

c. Planning items of urgent information

It was confirmed that Planning Committee would meet on 6th August.

d. Planning Applications - The Council considered the following planning applications in respect of which Bath & North East Somerset (B&NES) Council had invited comments:

19/02516/LBA Clay Bridge Worlds End Lane Keynsham - External alterations to existing bridge parapets, to include installation of railings, anti-climb chamfers, warning signs and overhead line equipment. Network Rail

It was resolved that B&NES Council be advised that this Council **COMMENTS ON** this application: NO COMMENT.

19/02568/FUL 1 Kingston Avenue Saltford BS31 3LF - Erection of double storey front extension and single storey rear extension. Mr & Mrs Stuart and Victoria East

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

19/02825/TPO Somercourt, Homefield Road, Saltford, Bristol, BS31 3EG - T1 - Silver Birch - Crown reduce by up to 2.5m in order to contain spread of tree. Mr Dave Faulkner

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

19/01852/FUL Unregistered Dwelling 3 Avon Farm Avon Lane Saltford - Change of use of land from agricultural use to holiday let (Retrospective). Mr C Franklin.

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

COMMENT: As a matter of principle Saltford Parish Council does not support development of this nature in the Green Belt outside Saltford's housing boundary. The Shepherds Hut is located in a prominent position that can be viewed from public footpaths within the surrounding Green Belt and thus makes an impact on the openness of the Green Belt. The cumulative effect of this and other recent developments at this location in a sensitive area of Saltford's Green Belt is a cause for concern. Avon Farm is served by a narrow single track country lane regularly used by cyclists entering and leaving the popular Bristol-Bath Sustrans cycle path and by walkers including young families. Saltford Parish Council therefore has health and safety concerns for walkers and cyclists from holiday visitor traffic unfamiliar with the area accessing the Avon Farm estate. Permitting this change of use would set a precedent that is contrary to the provisions in Chapter 13 of NPPF (2018) for protecting the Green Belt from inappropriate development that adversely affects the essential characteristics of openness and permanence of the Green Belt. If the case officer is minded to permit this planning application Saltford Parish Council requests that this application be referred to the Planning Committee for determination.

(Item 13 was discussed at this point in the meeting).

9. FINANCIAL MATTERS

- a. **Monthly Financial Report** – The report for June 2019, as recorded below, was discussed and accepted by members.
- b. **Schedule of Expenditure** - The expenditure listed in the schedules for July and August 2019, as recorded below, were authorised and the schedules were signed by the Chair.
- c. **Arboriculturalist Survey, St Mary's Churchyard:** Expenditure of £300+VAT was authorised to All Trees Services Ltd to undertake a reassessment of the trees at St Mary's and provide a report for works (Budget heading: Churchyard Special Maintenance Projects)
- d. **Saltford Community Library Hub Ltd application for financial assistance** – Expenditure of £693.60 was authorised towards the costs of upgrading the loft by the Council in accordance with its powers under the section 137 and 139 act of the Local Government Act 1972, which in the opinion of the Council is in the interests of the area of its inhabitants and will benefit them in a manner commensurate with expenditure. (Budget heading: CIL Related Expenditure).
- e. **Saltford C of E Primary School application for financial assistance** - Expenditure of £250 was authorised towards the costs of restoring the field and goal mouths adjacent to the school. The Council made this resolution in accordance with its powers under the Local Government (Miscellaneous Provisions) Act 1976, s.19. B&NES Council will be contacted by Saltford Parish Council regarding their concerns about maintenance of the field. (Budget heading: CIL Related Expenditure).
- f. **Churches Together in Keynsham and Saltford application for financial assistance** – The Council resolved not to authorise expenditure towards initial set up costs for a Christians Against Poverty (CAP) Debt Centre.

10. COMMUNITY INFRASTRUCTURE LEVY (CIL)

It was resolved that CIL receipts will be used for enhancing Saltford's community facilities, amenities, and infrastructure.

11. SPC GRANT APPLICATION GUIDE AND POLICY

The Council's Grant Application Guide and Policy was reviewed and adaptations were agreed by Councillors. An updated copy will be available on the SPC website.

12. B&NES COUNCIL CLIMATE EMERGENCY ACTION: BRISTOL AIRPORT

The Council resolved to send the following motion from Cllr Betts to key members of B&NES Council, copying in North Somerset Council and The Ontario Teachers Pension Fund:

'Saltford Parish Council welcomes the new Bath and North East Somerset Council's ambition to address the climate emergency, and as such to agree to ask if the Council in its discussions with Bristol Airport over its policy adopted in March 2019 of opposing the expansion plans for Bristol Airport, will actively encourage Bristol Airport to review and better manage the flight paths over the Bath, Saltford and Keynsham area as

this is an important issue for the residents of Saltford at present due to increasing concerns over noise and air pollution.'

13. AIRBNB IN SALTORD

The Council resolved to accept Cllr Adrian Betts proposal that:

'We as a Parish Council will seek regulation of AirBnB and short-term let premises across B&NES'.

14. HIGHWAYS PROJECTS

Cllr Duncan Hounsell provided a briefing on a short section of white advisory lining near the junction of the High Street and The Shallows to help alleviate this pinch-point for passing vehicles. No resolutions were made due to lack of financial information from B&NES Council at the time of the meeting. It was suggested that any expenditure could be considered under emergency spend in line with the council's financial regulations.

The item on re-location of the VAS (Visually Activated Sign) from outside the Crown Pub to the bottom of Bath Road (hill) to assist in traffic-calming was moved to the September meeting.

15. PAVEMENT PARKING

Parking entirely or partially on pavements was recognised as an issue by the Council. It was resolved that SPC would inform the police of problem areas identified in Saltford. SPC will also seek police advice on improving public education about the health and safety implications of pavement parking.

16. PAVEMENTS / FOOTWAY RESURFACING

The following sections of pavement in Saltford were identified as priorities for repair and maintenance by B&NES Council:

- Section from Golf Club Lane to Manor Road
- Lansdown Road

17. WEST OF ENGLAND JOINT SPATIAL PLAN EXAMINATION

The Council resolved that Cllr Phil Harding and Cllr Adrian Betts (Chair and Vice Chair of SPC Planning Committee respectively) will lead on representation of Saltford Parish Council at the West of England JSP examination.

The Council agreed a statement, with particular reference to 7.1 Keynsham SDL, to be submitted by the 9 July 2019 deadline.

18. POSSIBLE CLOSURE OF KEYNSHAM AMBULANCE STATION

It was resolved that SPC will contact the South Western Ambulance Service NHS Foundation Trust (SWASFT) regarding concerns about the impact on response times for Saltford should the Keynsham Ambulance Station close in the near future. The Council agreed to seek reassurance that the possible closure of Keynsham Ambulance Station would not be detrimental to residents.

19. CLIMATE EMERGENCY AND ENVIRONMENTAL INITIATIVES

(Reported on behalf of Cllr Godfrey by Cllr Harding) Cllr Jon Godfrey has been in discussion with B&NES Council regarding EV charge Points in Salford, and that considerations are being given to the creation of a charge-point at Salford Hall as a fund raising opportunity linked to their solar panels.

20. DATA PROTECTION AND GDPR UPDATES

No updates were reported.

21. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

Cllr Duncan Hounsell stated that the Salford Business Network talk given by David Halton, Chair of the Community Library and Post Office Hub, on 27th June had been well attended.

22. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

No items were reported.

23. PUBLICITY

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

The meeting closed at 10pm.

Chair’s signature..... Date confirmed and signed...../...../.....

Next Parish Council meeting: 3 September 2019

SALTFORD PARISH COUNCIL

Schedule of regular expenditure during July 2019

– for authorisation by the Council at its meeting on 2 July 2019

Description	Amount	Method	Budget heading
July Clerk's salary	1070 estimate, 1100 maximum	Online BACS	Office staff
July SCA Hall hire	45 estimate, 60 maximum	Online BACS	Hall hire
July Avon Pension Fund contributions	410 estimate, 430 maximum	Online BACS	Office staff
July HMRC tax & National Insurance	150 estimate 170 maximum	Online BACS	Office staff
July Intouch Communications Ltd Phone system	20 estimate 30 maximum	Direct Debit	General administration
July Saltford Community Hub phone/internet tenant contribution	35 estimate 40 maximum	Online BACS	Office Accommodation
July Ambience Landscapes churchyard maintenance	110 estimate 120 maximum	Online BACS	Churchyard Maintenance
Annual Parish Office rent to Community Hub	1500	Online BACS	Office Accommodation

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

Date: 25th June 2019 £5,000

I certify that the above payments made or to be made have been authorised at the meeting of the Parish Council on 2 July 2019

SIGNED.....
CHAIR / VICE-CHAIR

DATE:.....

SALTFORD PARISH COUNCIL

Schedule of regular expenditure during August 2019

– for authorisation by the Council at its meeting on 2 July 2019

Description	Amount	Method	Budget heading
August Clerk's salary	1070 estimate, 1100 maximum	Online BACS	Office staff
August SCA Hall hire	45 estimate, 60 maximum	Online BACS	Hall hire
August Avon Pension Fund contributions	410 estimate, 430 maximum	Online BACS	Office staff
August HMRC tax & National Insurance	150 estimate 170 maximum	Online BACS	Office staff
August Intouch Communications Ltd Phone system	20 estimate 30 maximum	Direct Debit	General administration
August Salford Community Hub phone/internet tenant contribution	35 estimate 40 maximum	Online BACS	Office Accommodation
August 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 2 July 2019

SIGNED.....

DATE:.....

CHAIR / VICE-CHAIR

CIL-related cashflow	Balance at 31/03/19		CIL-income 19/20	CIL-expend 19/20	CIL balance
	£10,716		£4,084.15	£0	£14,800