

SALTFORD PARISH COUNCIL

Minutes of the meeting of the Council held at Saltford Hall, Saltford on Tuesday 6th June 2017 at 7.15pm

PRESENT:

Councillors – Chris Warren (Chair), Adrian Betts, Ben Eve, Jon Godfrey, Phil Harding, Duncan Hounsell, Kyle Rice, Rob Taylor and Farida Wilson (Cllr Liz Macnaughton is on an agreed leave of absence)

Officer – Tricia Golinski

1. MINUTES

The minutes of the Council meeting held on 2 May 2017 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 James Macnaughton.

3. DECLARATIONS OF INTEREST

No interests were declared.

4. PUBLIC TIME

There were 6 members of the public present.

Mr G. Davis spoke in support of application 17/02211/CLEU - 4 Beech Road.

Luke Pargeter spoke in support of application 17/02146/FUL - Avon View, The Shallows.

Marijka Pascoe spoke about application 17/02146/FUL - Avon View, The Shallows, stating that the development should adhere to B&NES' Conservation Area character appraisal in terms of a green landscape and use of vernacular materials.

Darrell Pickup spoke in support of application 17/02110/FUL - 51 High Street.

5. CHAIR'S ANNOUNCEMENTS

No announcements were made.

6. CLERK'S ANNOUNCEMENTS

The Clerk made the following announcements:

- B&NES Council had offered to repair the **historic 'Saltford Village' road sign**, and the broken sign was picked up from Cllr Chris Warren's house months ago. The

Highway Officer has confirmed that the broken sign is safe with them and a repair will be made but it is fairly low on their list of priorities.

- **Great Western Air Ambulance Charity** has sent a letter of thanks to the Parish Council for the grant of £350.
- The **Saltford footpath maps** produced by the Parish Council in 2002 (and reprinted in 2008) have now nearly all been sold – there are just 8 remaining for sale at the Post Office / flower shop. They were sold at £1 each which covered the cost of producing them and the licence from the Ordnance Survey.

Cllr Duncan Hounsell noted that the maps included paths which were not rights of way, but permissive paths for the time being only, so it would be unwise to reproduce the maps.

The Clerk gave the following update on the **Parish Council allotment site**: All plots and half plots on the allotment site are occupied and being fully used. One plot changed hands in April and is now occupied by a Curo tenant. Two of the plot holders required chasers to ensure they are using the plots in accordance with the terms of the tenancy and they are now doing so. The informal allotment society still offers any plot holder with a health problem the option to pass their plot to the allotment society to look after until the following January, but none have yet taken up this offer. Nine names remain on a waiting list and there are no Curo tenants on a waiting list. Curo has not charged the Parish Council any rent since the 5-year licence was set up in 2013, specifying an annual rent of £100. The licence with Curo expires in November 2018.

7. REPORT FROM B&NES WARD COUNCILLORS

B&NES Cllrs Francine Haeberling and Emma Dixon sent their apologies as there is nothing to report at this time.

8. PLANNING MATTERS

- a) **Election of Planning Committee Chair and Vice-Chair** – Cllr Adrian Betts was elected Chair of the Planning Committee and Cllr Phil Harding was elected Vice-Chair of the Planning Committee for the year 2017/18.
- b) **New planning applications** – The Council considered the following planning applications in respect of which Bath & North East Somerset (B&NES) Council had invited comments:

17/02211/CLEU - 4 Beech Road - Installation of front and rear dormer windows to create loft conversion at first floor (Certificate of lawfulness for an existing use) - Mr G Davis

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

17/02110/FUL - 51 High Street - Construction of dormer window extensions to front and rear roof slopes - Mrs Sandra Tavakoli

It was resolved that B&NES Council be advised that this Council **SUPPORTS** this application: The materials, design and construction should be in keeping with the Conservation Area.

17/02013/LBA - 26 High Street - Internal repair and support work to existing

floor joists - Mr P Elliott

It was resolved that B&NES Council be advised that this Council **SUPPORTS** this application: The repairs should be in keeping with the building's listed status.

17/02146/FUL - Avon View, The Shallows - Extension of front balcony and addition of side balcony/garden accessway. New garden landscaping including stone retaining walls, terracing and swimming pool - Mr Luke Pargeter

It was resolved that B&NES Council be advised that this Council **COMMENTS ON** this application: We leave it up to the planning officer to consider this and issues relating to the Conservation Area.

17/02526/FUL - 6 Cabot Close - Erection of two storey side extension - Mr & Mrs Jardine

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

17/02563/FUL - 5 Beresford Close - Loft conversion with rear facing dormer windows - Mr Maggs

It was resolved that B&NES Council be advised that this Council **COMMENTS ON** this application: We support this on condition that the issue of privacy is considered and recommend the use of opaque glass.

- c) **B&NES Saltford Conservation Area public consultation** – The Council considered B&NES Council's Saltford Conservation Area draft character appraisal, proposed boundary changes and management proposals, and thanked the author of the report for its extent and detail. The Parish Council had made suggestions to the author at the information-gathering stage of the process. Although the draft document has some changes in wording, the suggestions made by the Parish Council have been included. The Parish Council therefore supports it in full.
- d) **Decisions and Appeals** –The Clerk reported that the following applications have been PERMITTED (with conditions) by B&NES Council:

17/01321/FUL - Homestead Homefield Road - Erection of two storey side extension including garage, single storey side extension and new roof structure to rear single storey wing and demolition of existing garage. Provision of additional vehicular access - Mr & Mrs G Willett

17/01380/FUL - 3 Willow Cottages The Shallows - Erection of summer house in garden - Mr & Mrs Donaldson

17/01343/FUL - 73 Uplands Road - Change of height of fence to 1.9m trellis top fence - Miss Tamara Johnson

17/01762/FUL - 33 Montague Road - Erection of front door porch extension - Mr & Mrs Luke & Sian Tucker

17/01626/VAR - 33 Rodney Road - Variation of condition 7 attached to Application 15/01977/FUL (erection of a two storey dwelling) - Mr & Mrs

Britton

The Clerk reported that an Appeal has been made to the Planning Inspector against B&NES Council's decision to refuse planning permission for application 16/04880/FUL - 540 Bath Road - Creation of a driveway and drop kerb access - Mr Ben Luton.

- e) **Planning items of urgent information** – Cllr Ben Eve queried the role of Parish Councillors who are not on the Planning Committee in giving individual views of planning applications. It was agreed that members of the Planning Committee would give their views first and other councillors could add any comments.

The Chair took items 10, 13 and 16 next.

9. FINANCIAL MATTERS

- a) **Monthly Financial Report** – The report was discussed and accepted by members.
- b) **Schedule of Expenditure** – The expenditure listed in the schedule for the month of June 2017 was authorised and the schedule signed by the Chair.
- c) **Salford Community Association grant application** – The Council agreed to make a grant of £500 to Salford Community Association to help support the cost of producing 6 bimonthly editions of SCAN (budget heading Publicity).
- d) **Revised pay scale for the Clerk** – The Council authorised a 1% salary increase for the Clerk with effect from April 2017, in accordance with the National Joint Council for Local Government Services' agreement (budget heading Office Staff).

10. B&NES NEIGHBOURHOOD PLANNING WORKSHOP

Cllr Adrian Betts reported from B&NES Council's workshop on Neighbourhood Planning Landscape Character on 31 May. Some Parish Councils in B&NES have made or are making Neighbourhood Plans, which need to be detailed and robust, have to be approved by B&NES Council and will be open to examination by developers and planning inspectors. There would be cost implications if the Parish Council decided to make one.

11. FINANCIAL REGULATIONS

The proposed revised Financial Regulations following further clarification from the internal auditor were agreed.

12. VILLAGE WALK RISK ASSESSMENT

The Council approved the risk assessment for the village walks on 13 June 2017 to be led by Cheryl Hannan and Robin Dixon.

13. ASSET CHECKING PROCEDURE

The Council agreed a formal process for twice-yearly checks on the following community assets:

Commemorative Plaque, Saltford Memorial Garden
Notice Boards, outside Saltford Post Office
Notice Board, outside Bird in Hand
Youth Shelter, Saltford Hall playing field
Basketball goalpost, next to Saltford Primary School
2 Fairtrade Village road signs, on A4 at both ends of Saltford
Blue plaque commemorating Admiral Kelly, on pillar at entrance to Saltford House, High St

14. DRAFT PARISH CHARTER

The Council considered the draft Parish Charter between B&NES Council and town, parish and village councils, prepared by a Working Group of representatives from the parishes and from B&NES Council. It was agreed that councillors would send their comments to Cllr Adrian Betts to collate a draft response to be considered at the July meeting.

15. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

Cllr Duncan Hounsell reported that he had joined Saltford Business Network's guided walk in Bristol on 22 May.

Cllr Kyle Rice reported from Saltford Sports Club's meeting on 5 June. Many plans for the club are being considered.

16. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

Cllr Adrian Betts reported that he had attended B&NES Council's workshop on the Joint Spatial Plan focussing on the strategic development location at North Keynsham on 18 May.

Cllr Duncan Hounsell attended Hinton Close Day Centre AGM on 1 June and reported that the Day Centre is thriving and pleased with their Community Award.

The meeting closed at 9.13 pm

Chair's signature.....

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

Next Council meeting: 4 July 2017
Next Planning Committee meeting: 20 June 2017