

SALTFORD PARISH COUNCIL

Minutes of the meeting of the Council held at Saltford Hall, Saltford
on Tuesday 4th March 2014 at 7.15pm

PRESENT:

Councillors - Duncan Hounsell (Chair), Adrian Betts, Harvey Haeberling, Rob King, Neil McKen, Kevin Reeves, Robert Taylor, Chris Warren, Jill Williams and Reg Williams

Officer - Tricia Golinski

1. MINUTES

The minutes of the Council meeting held on 4 February 2014 were amended as follows:

14. DELEGATION OF ALLOTMENT REQUESTS

Replace:

The Council agreed to delegate to the Churchyard and Allotments Working Group future requests which relate to activities specified under Section 7 of the Allotment Tenancy Agreement.

with:

The Council agreed to refer to the Churchyard and Allotments Working Group future requests which relate to activities specified under Section 7 of the Allotment Tenancy Agreement, for its recommendations.

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, as she is representing the Parish Council at B&NES' Annual Civic Reception.

3. DECLARATIONS OF INTEREST

Cllr Reg Williams declared an interest in item 9 Churchyard Wall Survey, as his son is buried in the churchyard.

Cllr Kevin Reeves declared an interest in item 9 Churchyard Wall Survey, as one of the bidders for this work is known to him via Saltford Business Network.

Cllr Duncan Hounsell also declared an interest in item 9 Churchyard Wall Survey, as one of the bidders for this work is known to him via Saltford Business Network.

4. PUBLIC TIME

There were 2 members of the public present.

Brian Cooper made comments on the Saltford Station consultation being undertaken by B&NES Council.

5. CHAIR'S ANNOUNCEMENTS

The Chair made the following announcements:

Cllr Kim Johnson is representing Saltford Parish Council this evening at the B&NES Council's Annual Civic Reception at the Roman Baths and Pump Room, Bath.

An economic report for Saltford prepared by Duncan Kerr, principal Economics, Enterprise and Business officer at B&NES Council, includes the news that employment **in** Saltford has increased by 18.5% between 2010 and 2013. The number in employment **at Saltford** has risen from 753 in 2010 to **892** in 2013. These figures only relate to firms and businesses that are paying VAT and PAYE. The top three business sectors in Saltford are 1) Wholesale and Retail Trade; Repair of Motor Vehicles and Motorcycles; 2) Construction 3) Health and Social Work. Business start-ups in Saltford have been higher than that of B&NES as a whole over the past 4 years.

Of the 51 Town and Parish Councils in the B&NES area, only residents of Charlcombe, Chelwood, Nempnett Thrubwell and North Stoke are paying a lower Council tax (including Police, Fire and Parish charges) for 2014/15 than Saltford residents.

6. PLANNING MATTERS

a) **Minutes** – The minutes of the Planning Committee meeting held on 18 February 2014 were confirmed as a correct record and signed by the Chair.

b) **Decisions** – The Clerk reported the following applications which had been PERMITTED with conditions by B&NES Council:

14/00031/ODCOU - Old School House, Queen Square - Prior approval request for change of use from Use Class B1 to Use Class C3 (1 dwelling) - Mr P Knowles

14/00304/TCA - Mill Cottages The Shallows - 1 x T1 Silver Birch and 1 x T2 Prunus - fell - Mr Robin Hillier

13/05591/LBA - The Crown 500 Bath Road - Internal alterations to include construction of a stud partition to form carvery area (Regularisation) - B W W Ltd

c) **Submission of information regarding river moorings possible planning contraventions** – Cllr Kevin Reeves reported that he and Cllr Reg Williams had met with B&NES senior planning enforcement officers, who are now investigating the residential moorings on the river as possible planning contraventions. The key question is whether a material change of use of the land where boats are moored has taken place over the last 10 years. The Parish Council is to provide any

supporting information to B&NES, who, if they had sufficient evidence of such a change of use, would ask the landowner to apply for planning permission.

- d) **Planning items of urgent information** – Cllr Kevin Reeves raised the subject of the damage to Longwood Lane caused by the Golf Club construction traffic, and Cllr Duncan Hounsell advised that B&NES Council is responsible for ensuring that the contractor fulfils their obligations to make good any damage to the passing bays and to not damage the public highway.

Cllr Duncan Hounsell reported that he is to attend the B&NES Core Strategy Examination Hearing on 3 April 2014.

7. FINANCIAL MATTERS

- a) **Monthly Financial Report** – The report was discussed and accepted by Members.
- b) **Schedule of Expenditure** – It was resolved that the expenditure for all items listed in the schedule for the month of February 2014 be authorised and the schedule signed by the Chair.
- c) **Golden Oldies application for financial assistance** – The Council agreed to make a grant of £180 to Golden Oldies towards setting up a Salford singing group for residents especially those suffering from isolation or loneliness (budget heading Miscellaneous Grants), and to ask Golden Oldies for a progress report after the first 6 months and invite them to apply for further funding after that.

8. YOUTH SERVICE PROVISION 2014/15

The Council authorised expenditure of £4,000 to continue the provision of a mobile youth service in Salford for the 2014/15 financial year, to be met by £1,700 from the Parish Council's Youth Service Provision budget and subject to a donation to the Parish Council of £2,300 from the Children's Society for this purpose.

The Council approved the proposed Working Together Agreement (WTA) between B&NES Youth Service and Salford Parish Council, subject to receipt of the £2,300 donation from the Children's Society.

9. CHURCHYARD WALL SURVEY

The Council agreed to accept a quotation from Mann Williams, Consulting Civil and Structural Engineers, for a survey of the churchyard boundary walls, and authorised expenditure of £487.50 (budget heading Churchyard Special Maintenance Projects).

10. ALLOTMENT RENTS

- a) The Council agreed to give allotment tenants 12 months' notice of termination of their current allotment tenancy agreements with effect from 31 March 2015.
- b) The Council agreed to issue new tenancy agreements from April 2015 with item 3 amended to:

The tenant shall pay a yearly rent, the amount of which will be notified to them before of end of January of the relevant year commencing on the following 1st April, when the rent becomes payable.

- c) The Council agreed to notify allotment tenants of the new rent amount which will be due on 1st April 2015 in January 2015.
- d) The proposal that, in setting the rent for allotments, Saltford Parish Council shall, in addition to the charge by Curo, include an amount considered necessary to meet the current and potential cost of maintenance of the allotment site over and above the maintenance carried out by the tenants, with a view to making the site cost neutral to Council Tax payers, was **not** carried.
- e) Cllr Duncan Hounsell proposed that for the year 2015/16 the total rent for allotments be set at £112 per annum for all plots: this was **not** carried. The Council agreed that for the year 2015/6 the total rent for allotments to be set at £150 per annum for all plots.

11. CHURCHYARD AND ALLOTMENTS WORKING GROUP

The Council received a written report from the Churchyard and Allotments Working Group. The group agreed to meet at the churchyard for a headstone check at 6.15pm on 15 April 2014.

The Council agreed to the co-option of allotment tenants Stewart Long and Jeff Streeter to the Churchyard and Allotments Working Group, while they remain allotment tenants.

12. SALTORD COMMUNITY ASSOCIATION BID FOR GRANTS TOWARDS LIFT INSTALLATION

The Council agreed to support any application for grant funding by the SCA to other bodies towards the installation of a lift in the Saltford Hall foyer and approved the Chair's letter of support.

13. NEIGHBOURHOOD WATCH IN SALTORD - ANNUAL MEETING

The Council agreed to hold the annual Neighbourhood Watch in Saltford meeting on 7 or 15 May 2014.

14. PARISH COUNCIL ELECTION 2015

The Council agreed to put information about the role of the Council and standing as a candidate in SCAN, and to mention this at the annual Parish Meeting.

15. ANNUAL PARISH MEETING 1 APRIL 2014

It was agreed that the Planning Committee would meet on 1 April at 8.00pm following the Parish Meeting, and the full Council would meet on 15 April at 7.15pm. The agenda for the Parish Meeting at 6.30pm on 1 April will be:

- Community Awards presentations
- Short presentations from invited local organisations

- Chair's report
- Planning Committee Chair's report

It was agreed that the following local organisations would be invited to speak:

- Saltford Community Association
- Saltford Primary School
- Saltford Environment Group
- Saltford Business Network
- Saltford Sports Club
- Saltford Scouts
- Saltford Guides
- Friends of Saltford Library
- Keynsham Police
- Curo
- Avon County Rowing Club
- Bristol Avon Sailing Club
- Wellsway School

16. SALTORD STATION CONSULTATION EVENT

The Council reviewed the B&NES Council drop-in Consultation Event on 25 February regarding the possible re-opening of a railway station at Saltford.

Aspects of the consultation that fell short of expectations were:

- The drawings needed to be larger, with clearer details of the arrangements for vehicles at the bottom of Bath Hill.
- No mention was made of pedestrian access via existing footpaths.
- No reference was made to possible ways of preventing on-street parking.
- Cycle storage was not included.
- The financial information about income and expenditure was incomplete.
- The questionnaire was poor, with no opportunity to give reasons for saying 'no', or to give any comments.

Positive aspects of the consultation were:

- It was appreciated that the consultation was held.
- Invitations were sent to all houses in Saltford.
- A senior transport officer attended.
- The Halcrow consultant also attended.
- There was a lot of interest from the community before, during and after the event.
- The thought that went into planning the event was appreciated.
- The Parish Council expects to see the High Level Option Assessment report from Halcrow.

It was agreed to encourage further participation in the consultation process which lasts until 26 March 2014, via the Parish Council website.

17. CANOE JETTY IN THE SHALLOWS

The Council considered a request by Tony Clutten, Wansdyke Scouts, that the

Parish Council supports the idea of a permanent canoe jetty at The Shallows. The Chair noted that in March 2012 the Council's position was that it did not support the installation of any purpose-built launch facility for canoes on the river bank in The Shallows. Cllr Neil McKen reported that the reasons for not supporting this proposal in the past were that it would encourage an increase in the volume of users of the river bank and the parking area. This area of riverbank is owned by B&NES and used by several canoe clubs and other organisations. No agreement was reached on this matter, so the council's policy remains as it was.

18. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

Cllr Duncan Hounsell attended the key stakeholder event regarding proposals by Avon Fire & Rescue Service for a new fire station at Hicks Gate, on 24 February.

Cllr Duncan Hounsell reported that the Chew Valley Partnership meeting on 12 February covered the proposed re-organisation to deliver a new engagement for Chew Valley and Keynsham area, known as 'Connecting Communities'.

Cllr Duncan Hounsell reported that issues raised at the Parishes Liaison meeting on 19 February included an invitation for parishes to share their plans for the commemoration of the centenary of the start of the 1914-18 war.

Cllr Reg Williams attended the final meeting of B&NES Emergency Medical Service Patients' Forum. B&NES Emergency Medical Service will still exist but will no longer run the out of hours service. Any feedback on the NHS non-emergency out of hours 111 service is requested.

19. PUBLICITY

The Council agreed items to include in the Parish Council's page of SCAN and ideas for the next Parish Council e-newsletter.

20. ITEMS OF URGENT INFORMATION

No items were reported.

21. RESOLUTION TO EXCLUDE THE PUBLIC

The Council passed a resolution that in accordance with Standing Order 1 c, in view of the confidential nature of the business about to be transacted, it is advisable that the public be temporarily excluded and they are instructed to withdraw.

22. SALT FORD COMMUNITY AWARDS 2014

The Council received and agreed the recommendations from the Awarding Panel working group.

Expenditure of £100 was authorised for contributions to Awards winners' chosen group, and up to £10 for the printing of certificates (budget heading Council Led Schemes).

The meeting closed at 9.30pm

Next Council meeting: 15 April 2014 at 7.15pm

Next Planning Committee meeting: 18 March 2014 at 7.15pm, and then 1 April 2014 at 8.00pm, following the **annual Parish Meeting** at 6.30pm

Chairman.....

Date confirmed and signed.....