

SALTFORD PARISH COUNCIL

Minutes of the meeting of the Council held at Salford Hall on Tuesday 3 March 2020 at 7.15pm

PRESENT

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

Officer: Lottie Smith-Collins

1. MINUTES

The minutes of the Council meeting held on 4 February 2020 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 Will Feay, Adam Rees-Leonard and Robert Taylor

3. DECLARATIONS OF INTEREST

Cllr Chris Warren declared an interest in item 9. d planning consultation 20/00377/FUL - 8 High Street Salford as he is a neighbour of the applicant.

4. PUBLIC TIME

There were 20 members of the public present.

Rick Crowley and two other residents spoke in relation to item 9. d planning consultation 20/00674/FUL - Salford Primary School Claverton Road, to raise concerns about the potential for increased noise and parking issues should the swimming pool at the school be used outside of core school hours.

A representative of the SCA spoke about item 11 VE Day 75 (8th May), including providing an update about commemorative events planned for the early May Bank Holiday weekend.

Two residents spoke to object to item item 9. d planning consultation 20/00403/FUL - Cedar Lodge 16 Uplands Drive.

Two members of the public spoke regarding item 15 Traffic Regulation Order – Tynning Road, to express concerns about the potential impact on parking for residents further up Tynning Road should the proposed TRO be authorised by B&NES Council.

Chris Essex, representing the SCA, spoke in support of item 10.c 'Salford Community Association application for financial assistance' regarding the SCA's request for a grant towards the annual costs of publishing S.C.A.N.

A member of the public spoke to raise their concerns about dog fouling and poo bag littering issues, particularly by the playing fields.

5. CHAIR'S ANNOUNCEMENTS

No announcements were made.

6. CLERK'S ANNOUNCEMENTS

The Clerk announced that the Annual Parish Meeting, including the SPC Community Awards ceremony, would be taking place at 6:30pm on Tuesday 7th April and that all residents were welcome to attend. The Clerk stated that the Annual Parish Meeting would be followed by the April SPC full council meeting.

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 including the following information:

- The target level for Nitrogen Dioxide NO₂ emissions is an hourly average of 40 or below micrograms per cubic metre of air. It is likely that the status of an air quality management zone (AQMZ) on a section of Bath Road will be removed later this year because the air pollution target has been met for a considerable time.
- 22 rails (kick-boards /knee rails) and 44 posts along a stretch in The Shallows have been replaced.
- B&NES Council is introducing a permit scheme called "Street Works" for individuals and organisations by April 2020 for works on the highway. There will be a set of fees and fixed penalty notices. The Council can apply conditions to the permit in relation to how and when works are carried out. The aim is that all highway works are planned and co-ordinated. This permit scheme has proved successful in other locations.
- B&NES Council budget 2020/21: A 1.99% general Council Tax rise and a 1.99% rise in the Social Care precept (tax) has been agreed at the full Council meeting held on 25th February.
- The Fix My Street application www.fixmystreet.com is recommended for any resident to report problems to B&NES Council.

8. DOG WARDEN – B&NES COUNCIL

The issue of dog fouling locally was discussed with the B&NES Council Dog Warden. The Dog Warden confirmed that to issue a Fixed Penalty Notice a witness statement would be required. If residents supply dates and times of dog fouling in a particular area she stated that she would aim to visit and monitor the places stated - residents were requested to report fouling at www.fixmystreet.com/. Stickers to discourage dog fouling will be provided for collection from the Parish Office to display on lampposts.

9. PLANNING MATTERS

a. Decisions and Appeals

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

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

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

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

The Clerk reported that the following application has been REFUSED by B&NES Council:

19/04914/FUL - Rosemere, Homefield Road Saltford BS31 3EQ. Erection of a new dwelling and gate house following the demolition of existing dwelling. Mrs Helen Franklin

b. Planning contraventions

An update on any actions by B&NES Council regarding the container at 6 Mill Cottages, The Shallows has been requested from the Case Officer. SPC are awaiting a response.

An update on actions by B&NES Council regarding the Shepherd's Hut at Avon Farm, Avon Lane (19/01852/FUL Unregistered Dwelling 3) has been requested. The Case Officer has confirmed that he has sought an update from the applicant's agent.

SPC have been informed by B&NES Council's Planning and Enforcement Officer that due to recent storms the unauthorised wind array on Kelston Roundhill has been damaged and subsequently dismantled. B&NES Council have advised the owners that it is only reinstated if planning permission is granted.

c. Planning items of urgent information

No items were 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:

20/00377/FUL - 8 High Street Saltford BS31 3ED. Erection of single storey rear extension following demolition of existing lean to. Ms Nicola Thomas

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

20/00403/FUL - Cedar Lodge 16 Uplands Drive Saltford BS31 3JH. Erection of detached garage with home office space. Mr Nathan Sheppard

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

OBJECT : Saltford Parish Council is concerned that the proposed outbuilding, revised on 27.2.2020 from 2-storey to single storey but on a larger footprint, to the front and south side of this property would represent an over-development of the site at this corner residential location and would be out of place and overbear the local street scene when observed travelling southwards up Uplands Drive or when viewed from Uplands Road. It would also increase the existing overbearing effect of the overall development of No. 16 on the neighbouring property due north, No. 14. Such a development of this site would be contrary to Section 12 of the National Planning Policy Framework (2018) concerning the achievement of well-designed places, B&NES Placemaking Plan (2017) policies D2 (a) concerning layout, spacing, set-back and building lines, D3 (j), (l) and (m) concerning the need for careful design for corner plots, continuity of street frontage, the need to relate positively to the street, and for design to not compromise adjoining sites, and policy D6 (a) concerning appropriate levels of outlook for the existing area. 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.

20/00674/FUL - Saltford Primary School Claverton Road Saltford BS31 3DW. Erection of a single storey changing rooms adjoining the existing pool hall, together with shower and toilet facilities. Relocation of the Plant Room to west side of the pool hall to allow for construction. Mr Gordon Lye

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

SUPPORT: Saltford Parish Council supports the proposed improvement to facilities but asks that should the improvements lead to additional out-of-school-hours use of the pool, such changes should be discussed beforehand by the school with the Parish Council and residential neighbours to agree how best to minimise any potential negative impacts on the local neighbourhood, particularly with regard to vehicle access and parking.

10. FINANCIAL MATTERS

a. Monthly Financial Report – The report for February 2020, as recorded below, was discussed and accepted by members.

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

c. Saltford Community Association application for financial assistance – The Council resolved to award the Saltford Community Association a sum of £500 towards costs of publishing S.C.A.N (Budget heading: Miscellaneous Grants).

11. VE DAY 75

Councillors discussed plans for the planting of two memorial oak trees in a joint project with Curo and the SCA. It was agreed that a letter would be sent to inform local residents about the planting of the VE Day 75 trees.

12. JOINT LOCAL TRANSPORT PLAN 4 (JLTP4)

The Council discussed the JLTP4 and the references to Saltford contained within. It was agreed that Cllr Duncan Hounsell would circulate a letter for Councillor approval to send to the West of England Combined Authority (WECA) regarding the references in the JLTP4 to a future Saltford Station and the consideration of the feasibility of any local by-pass.

It was also resolved that Cllr Adrian Betts would create a response to the JLTP4 Transport Plan, to be sent by SPC to B&NES Council and WECA, stating that it needs to be amended to include a clear strategy and guidance to reduce emissions from aeroplanes operating to and from Bristol Airport. The response will also state that the plan must include modelling, monitoring and an action plan to control the damage caused by air and noise pollution, and road safety issues potentially caused by vehicles re-routing onto the A4 through Saltford to avoid the Bath Clean Air Zone.

13. WEST OF ENGLAND BUS STRATEGY

It was resolved that Cllr Jon Godfrey would create a response to the West of England Bus Strategy consultation. The response will state that, due to Saltford's central location between the Bristol and Bath zones and as such the impact of the high volume of buses travelling through the village, Saltford should instead be in both the Bath and Bristol travel zones. This will benefit Saltford residents with regards to fares.

14. WEST OF ENGLAND WALKING AND CYCLING INFRASTRUCTURE PLAN

Councillors resolved their response to the West of England Walking and Cycling Infrastructure Plan, which welcomed proposed investment and requested improved cycle access through Keynsham to Bristol (and vice versa).

15. TRAFFIC REGULATION ORDER (TRO) – TYNING ROAD

Councillors agreed to request that B&NES Council place a TRO on a 40 metre section of Tynning Road from the existing corner parking restrictions at its junction with the A4 Bath Road, and located on the left (the Crown PH) side of Tynning Road. SPC will request that the TRO limits vehicle parking for more than two hours between the hours of 9.00 a.m. to 5.00 p.m, Monday to Friday. This will be for the purpose of providing more short-term parking options locally.

16. PUBLIC INQUIRY - BA27/79 & BA27/80 GLENAVON FARM FOOTPATHS

An update from Cllr Duncan Hounsell was received regarding the Public Inquiry on Public Footpaths BA27/79 and BA27/80, Glenavon Farm, Saltford which took place on Thursday 13th February 2020. The outcome of the Public Inquiry will be communicated to SPC by the Planning Inspectorate in due course.

17. DEFINITIVE MAP MODIFICATION ORDER (DMMO) CONSULTATION – GLENAVON FARM

Councillors resolved to respond to the DMMO consultation stating that in light of the information provided by B&NES Council, SPC recognised that the DMMO application was an erroneous submission as acknowledged by the applicants.

18. SALT FORD EMERGENCY PLANNING AND COMMUNITY RESILIENCE MEETING

Cllr Duncan Hounsell gave a report following the Saltford Emergency Planning and Community Resilience meeting as hosted by SPC on 6th February. It was agreed that SPC Councillors and staff, B&NES Council Ward Councillors and members of the SCA would request to meet with Daniel Noad (Emergency Management and Comms Team Leader at B&NES Council) to discuss the development of a community emergency plan.

19. YOUTH SHELTER

It was resolved that quotes would be sought for a contractor to carry out maintenance work at the youth shelter (an SPC asset), including treating rust areas, priming and re-painting. Quotes will be considered at the April meeting.

20. CLIMATE EMERGENCY AND ENVIRONMENTAL INITIATIVES

Cllr Jon Godfrey will attend the Bath and West Community Energy BWCE Supporters Network workshop on 'Living with renewables: How do we manage energy demand' on Thursday 12th March.

Cllr Phil Harding will be attending a B&NES Council Climate Emergency event on Thursday 9th April.

21. DATA PROTECTION AND GDPR UPDATES

No updates were received.

22. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

No reports were received.

23. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

No reports were received.

24. PUBLICITY

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

It was agreed that SPC's poster campaign to discourage dog fouling could feature in the next three editions of S.C.A.N pending costs, and that a quote would be sought.

25. RESOLUTION TO EXCLUDE THE PUBLIC

The Council resolved that in accordance with Standing Order 1 c, in view of the confidential nature of the business about to be transacted, it was advisable that the public be temporarily excluded. Following a vote the public were instructed to withdraw.

26. SALTFFORD COMMUNITY AWARDS 2020

The Clerk informed Councillors that a company nominated for an award had been approached for a quote recently.

The Council agreed the recipients of the Parish Council Community Awards 2020, and authorised expenditure of up to £400 on the Community Awards winners' chosen Salford group, project, cause or charity, and on printing winners' certificates plus any refreshment costs if required (Budget heading: Council Led Schemes).

The meeting closed at 10:12pm

Chair's signature.....

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

Next Parish Council meeting: 7 April 2020

SALTFORD PARISH COUNCIL

Schedule of regular expenditure during March 2020

– for authorisation by the Council at its meeting on 3 March 2020

| Description | Amount | Method | Budget heading |
|---|--------------------------------|--------------|------------------------|
| March Clerk's salary | 1090 estimate, 1125 maximum | Online BACS | Office staff |
| March SCA Hall hire | 35 estimate, 45 maximum | Online BACS | Hall hire |
| March Avon Pension Fund contributions | 420 estimate, 440 maximum | Online BACS | Office staff |
| March HMRC tax & National Insurance | 165 estimate 180 maximum | Online BACS | Office staff |
| March Intouch Communications Ltd Phone system | 20 estimate 30 maximum | Direct Debit | General administration |
| March Saltford Community Hub phone/internet tenant contribution | 35 estimate 40 maximum | Online BACS | Office Accommodation |
| March Ambience Landscapes churchyard maintenance | 115 estimate 125 maximum | Online BACS | Churchyard Maintenance |
| Chair's Honorarium Jan-Mar | £75 | Online BACS | Chairman's Honorarium |

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

Date: N/A £N/A

I certify that the above payments made or to be made have been authorised at the meeting of the Parish Council on 3 March 2020.

SIGNED.....

DATE:.....

CHAIR / VICE-CHAIR

Saltford Parish Council

Monthly Financial Report for February 2020 - Month 11
Quarter period 4

| | Budget to date | Actual to date | Budget Year end position |
|---|-------------------|-------------------|--------------------------|
| RECEIPTS: | | | |
| Precept & any grant | £33,840 | £33,840 | £33,840 |
| Interest on Investments | £23 | £27 | £25 |
| Other Income: Allotments | £0 | £43 | £170 |
| VAT Reimbursements | £800 | £714 | £800 |
| Other | £0 | £0 | £0 |
| Subtotal without CIL | £34,662.86 | £34,624.42 | £34,834.95 |
| CIL Payments | £0.00 | £9,183 | £0 |
| Total Income | £34,663 | £43,808 | £34,835 |
| PAYMENTS: | | | |
| General Administration | £1,375 | £1,504 | £1,500 |
| Office accommodation | £2,000 | £1,500 | £2,000 |
| Office Staff | £18,333 | £18,264 | £20,000 |
| Office Equipment | £367 | £24 | £400 |
| Training | £1,833 | £976 | £2,000 |
| Auditing | £450 | £445 | £450 |
| Insurance | £400 | £395 | £400 |
| Publicity | £1,375 | £382 | £1,500 |
| Subscriptions | £28 | £10 | £31 |
| Chairmans Honorarium | £300 | £225 | £300 |
| Councillors' expenses | £46 | £78 | £50 |
| Hall / Room Hire | £550 | £434 | £600 |
| Maintenance: Church Yard Grounds | £1,192 | £1,001 | £1,300 |
| Allotments | £458 | £0 | £500 |
| Churchyard Special Maintenance Projects | £917 | £300 | £1,000 |
| Allotment site rent | £100 | £100 | £100 |
| Miscellaneous Grants | £917 | £0 | £1,000 |
| Council led schemes (s.137) | £518 | £565 | £565 |
| Council led schemes (GPC) | £399 | £16 | £435 |
| VAT | £642 | £527 | £700 |
| Subtotal without CIL | £32,199.25 | £26,745.75 | £34,831.00 |
| CIL-related expenditure (s.137) | £700.00 | £694 | £700.00 |
| CIL-related expenditure (GPC) | £4,568 | £2,706 | £4,658 |
| Total Payments | £36,767 | £29,452 | £39,489 |

BALANCE AT END OF MONTH:

| | |
|---------------------------------|----------------|
| Current account | £2,603 |
| Business Instant Access account | £58,603 |
| Cash | £49 |
| TOTAL CURRENT BALANCE | £61,256 |

| 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 |
|------------------------------|-----------|