

# SALTFORD PARISH COUNCIL

Minutes of the meeting of the Council held at Saltford Hall, Saltford  
on Tuesday 7<sup>th</sup> May 2013 at 7.15pm

## PRESENT:

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

**Officer** - Tricia Golinski

## 1. ELECTION OF CHAIR

It was proposed by Cllr Reg Williams and seconded by Cllr Neil McKen that Cllr Mathew Blankley be elected Chair for the year 2013/14. There being no further nominations, it was resolved to elect Cllr Mathew Blankley as Chair for the year 2013/14. Cllr Mathew Blankley signed a Declaration of Acceptance of Office of Chairman.

## 2. MINUTES

The minutes of the Extraordinary Council meeting held on 16 April 2013 were confirmed as a correct record and signed by the Chair.

## 3. APOLOGIES FOR ABSENCE

Apologies for inability to attend this meeting were received from Cllr Kim Johnson.

## 4. APPOINTMENT OF VICE-CHAIR

It was proposed by Cllr Mathew Blankley and seconded by Cllr Reg Williams that Cllr Kim Johnson be elected Vice-Chair for the year 2013/14. There being no further nominations, it was resolved to appoint Cllr Kim Johnson as Vice-Chair for the year 2013/14.

## 5. DECLARATIONS OF INTEREST

Cllr Harvey Haeberling declared a non-pecuniary interest in item 8.2 planning application 13/01163/FUL - 54 High Street, as he lives nearby.

Cllr Duncan Hounsell declared an interest in item 8.2 planning application 13/01492/FUL - 9 Lawson Close, as he is in close contact, and stated that he would not take part in the discussion.

## 6. PUBLIC TIME

There were 7 members of the public present.

Marijka Pascoe, Tony Pascoe, Rose Conway and Roger Follet spoke objecting to planning application 13/01163/FUL - 54 High Street.

Simon Corbett, architect for planning application 13/01163/FUL - 54 High Street, spoke in support of the application.

## 7. CHAIR'S ANNOUNCEMENTS

The Chair made the following announcements:

- Congratulations and thank you from the Parish Council to Gill Self for working hard and gaining the status of 'Fairtrade Village' for Saltford.
- Some members of the Parish Council have still not completed and returned to the Clerk their new Register of Interest forms and are requested to do so as soon as possible.
- Cllr Neil Butters has been confirmed as the new Chair of B&NES Council for 2013/14, and Cllr Martin Veal will act as Vice-Chair.
- Subject to approval at B&NES Council's annual meeting on 16 May, Cllr Roger Symonds will be replaced as Cabinet Member for Transport by Cllr Caroline Roberts; and Cllr Cherry Beath will be replaced as Cabinet Member for Sustainable Development by Cllr Ben Stevens.
- Cllr Francine Haerberling stood down as leader of the Conservative group after more than 11 years in the job, she will be replaced by Cllr Tim Warren with Cllrs Charles Gerrish and Patrick Anketell-Jones as deputies.
- Janet Dabbs, Chief Executive of Age UK B&NES, has thanked the Parish Council for the grant of £250.
- Proposed agenda items for the June meeting must be sent to the Clerk by 21 May, as the agenda will be set on 22 May before the Clerk takes some annual leave.

## 8. PLANNING MATTERS

1. **Minutes** – The minutes of the Planning Committee meeting held on 16 April 2013 were confirmed as a correct record and signed by the Chair.

### 2. **New planning applications** –

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

**13/01163/FUL** - 54 High Street - Erection of a detached two storey dwelling and a new double garage for use by no. 54, modification works to retaining walls to create wider entrance and associated works following demolition of existing single garage and stone retaining walls - Mr Luke Pargeter

It was resolved that B&NES Council be advised that this Council **comments on** this application: Concerns about access and egress to the site; the preservation of trees; the steep gradient undermining the ground and the effect on drainage; possible contravention of policy BH.6; the massing and glass feature at the front section of the building.

**13/01229/FUL** - 6 Grange Road - Erection of an extension to south west elevation to form larger garage with master bedroom above - Mr Paul

Arnold

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

**13/01300/REN** - 32 Grange Road - Renewal of application 08/01124/OUT (Renewal of outline planning permission 03/00633/OUT dated 16.04.2003 for the erection of one dwellinghouse and garage) - Mr John Hurley

It was resolved that B&NES Council be advised that this Council **comments on** this application: No objection.

**13/01492/FUL** - 9 Lawson Close - Erection of a single storey front extension - Mr & Mrs Robert Eggbeer

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

**13/01350/TCA** - Hill House 52 High Street - Reduce height by approx. half 1 yew and 1 conifer trees - Mr Jon Shepherd

It was resolved that B&NES Council be advised that this Council **comments on** this application: No comment.

**13/01254/FUL** - 73 Uplands Road - Conversion of existing garage to study and exercise room and provision of new raised replacement roof - Ms Tamara Johnson

It was resolved that B&NES Council be advised that this Council **comments on** this application: Draw attention to the loss of garage and potential impact on street parking.

### **3. B&NES Proposed Changes to the Submitted Core Strategy** – The Council agreed the following response to B&NES Proposed Changes to the Submitted Core Strategy:

Saltford Parish Council notes that the draft Core Strategy has been amended to enable an increase of around 10,200 jobs and 12,700 homes in the B&NES area during the period of the plan. We understand that these figures are now based on the latest Census data and projections for growth.

Saltford Parish Council welcomes the maintenance of the existing housing development boundary at Saltford and the protection of the Green Belt surrounding the village which are considered vital for preserving the identity and character of Saltford.

The main A4 road at Saltford suffers from long traffic queues at peak times, creating access problems for residents and pollution levels in excess of targets. Saltford Parish Council wishes that any housing and industrial development at Keynsham or on the outskirts of Bath be planned with a view to reducing Saltford's traffic volumes and flow. Policies should be adopted at these proposed housing and industrial development sites that encourage vehicles away from the A4 corridor through Saltford and include the promotion of sustainable, public transport solutions.

4. **Appeal 13/00037/NONDET Crest Nicholson (South West) Ltd** – The Council agreed not to make any additional comments to the Planning Inspector regarding Appeal 13/00037/NONDET by Crest Nicholson (South West) Ltd against the failure of the Local Planning Authority to give notice of its decision on application 12/05315/OUT (Parcel 8966 Manor Road) within the appropriate period.

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

13/00961/FUL - 3 Witney Close - Erection of a first floor side extension over garage and play room - Mr & Mrs Matthew Young

13/01034/FUL - 340 Bath Road - Erection of a first floor side extension (resubmission) - Mr & Mrs Watson

13/00922/FUL - 481 Bath Road - Erection of a single storey kitchen extension to side, reposition detached garage, provision of loft conversion and associated works - Mr Parkes

13/00384/FUL - Avondale Homefield Road - Change of use from dwelling (C3) to bed and breakfast (C1) - Mr & Mrs N Westington

13/00744/FUL - 428 Bath Road - Erection of a single storey rear extension and first floor side extension over garage (resubmission) - Mr & Mrs T Elvins

The Clerk reported the following **Appeal Decision** made by the Planning Inspectorate on 18 April 2013:

Appeal ref. APP/F0114/C/12/2185380 Saltford Marina, The Shallows – Appeal by Mr Daryl Pickup against an enforcement notice issued by Bath & North East Somerset Council regarding alleged breach of planning control (without planning permission, the erection of a timber building incorporating an office and shower facilities) – Appeal allowed, enforcement notice quashed and planning permission granted for the development already carried out.

6. **Planning items of urgent information** – No items were reported.

## 9. **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 May 2013 be authorised and the schedule signed by the Chair.

3. **Saltford Community Association grant application** – The Council approved the application from Saltford Community Association for a grant of £500 to partially replace the stage lighting with modern low energy LED lights (budget heading Miscellaneous Grants, power for expenditure LGA 1972 Section 145).

**4. Annual accounts and annual return for financial year 2012-13** – The Council approved the annual statement of accounts for the financial year 2012-13 and the Chair signed Sections 1 and 2 of the annual return for the financial year 2012-13.

**5. Annual review of asset register** – The Council reviewed its register of assets and it was agreed with one amendment.

**6. Council insurance** – The Council considered the following two options for its insurance policy, which is due on 1 June 2013:

Option 1 – Zurich (existing insurer) - £521.61

Option 2 – Aon (previous insurer – offering a 30% reduction for returning customers – £360.70

Option 2 was agreed (budget heading Insurance).

**7. Local Council Review subscription** – The Council decided to cancel its subscription to NALC’s Local Council Review.

**8. Grants awarded over the past year** – The Council noted the following grants that were awarded to local organisations over the past year:

<b>Date</b>	<b>Organisation</b>	<b>Activity/ Project</b>	<b>Amount</b>
17.07.12	Salford Environment Group	Salford Fairtrade Group – to establish fairtrade status for Salford	£200
11.09.12	Salford Stars Junior Football Club	Weatherproof kit for under 15s team	£476.21
11.09.12	Salford Community Association	Salford Festival 2013 (half of the amount may be repaid)	£1000
11.09.12	Salford Community Association	Mural in main hall	£500
10.01.13	Salford Brass Mill Project	Building a working re-creation of a battery hammer used in brass manufacture	£400
07.02.13	Age UK Bath & North East Somerset	Fit as a Fiddle programme	£250
06.03.13	Salford Football Club	Equipment for new under 18s team	£551
02.04.13	Keynsham & District Dial a Ride	Accessible transport for 125 members living in Salford	£500

**10. APPOINTMENT OF COMMITTEES AND WORKING GROUPS AND MEMBERSHIP THEREOF**

The Council agreed to the formation of the following Committees and Working Groups for the year 2013/14:

**Planning Committee** (members: Kevin Reeves, Harvey Haeberling, Kim Johnson, Rob King, Jill Williams, Reg Williams).

**Staffing Committee** (members: Kim Johnson, Mathew Blankley, Reg Williams).

**Churchyard Safety, Churchyard and Allotments Maintenance Working Group** (members: Mathew Blankley, Neil McKen, Reg Williams).

**Parish Plan Implementation Working Group** (members: Reg Williams, Mathew Blankley, plus external members: Peter Dando and Mervyn Burt).

## 11. DATES OF MEETINGS OF COUNCIL AND COMMITTEES

The Council agreed the following dates on which the Council and committees will meet for the year 2013/14:

<b>Council Meeting including Planning Matters</b>	<b>Planning Committee Meeting</b>
	21 May 2013
4 June 2013	18 June 2013
2 July 2013	16 July 2013
	30 July 2013 if necessary
	13 August 2013
3 September 2013	17 September 2013
1 October 2013	15 October 2013
5 November 2013	19 November 2013
3 December 2013	17 December 2013
7 January 2014	21 January 2014
4 February 2014	18 February 2014
4 March 2014	18 March 2014
1 April 2014 (plus Parish Meeting commencing 6.00)	15 April 2014
6 May 2014 (Annual Council meeting)	

## 12. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

The following Members were appointed to represent the Council at meetings of these organisations:

<b>Organisation</b>	<b>Parish Council representative(s)</b>
B&NES Parish Cluster	Chair (& Vice-Chair reserve)
B&NES Parishes Liaison	Chair (& Vice-Chair reserve)
Chew Valley Partnership	Chair (& Vice-Chair reserve)
PACT (Police forum)	Duncan Hounsell & Mathew Blankley
Saltford Primary School governors	Jill Williams
Saltford Community Association	Jill Williams
Saltford Brass Mill Project	Neil McKen & Chris Warren
Keynsham & District Dial-a-Ride	Duncan Hounsell
Keynsham Young People's Liaison Group	Neil McKen
River Avon Users Consultative Committee	Reg Williams
B&NES Emergency Medical Service Patients' Forum	Reg Williams
Saltford Business Network	Duncan Hounsell
Saltford Environment Group	Chris Warren

### **13. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**

Cllr Duncan Hounsell reported that Saltford Business Network held its AGM on 25 April with a guest speaker on finance. The Network elected an executive committee of 8 business people and Cllr Duncan Hounsell as a representative of the Parish Council. Its next event is a social at Saltford Sports Club on 30 May at 7.00 pm.

Cllr Duncan Hounsell reported that Keynsham & District Dial a Ride is planning a celebration of its 10 years.

Cllr Neil McKen reported that he had attended a meeting organised by Bath & North East Somerset Council to set up a new volunteer forum for people and communities working with young people.

Cllr Chris Warren left the meeting at 9.15 pm.

### **14. B&NES REVIEW OF NUMBER OF COUNCILLORS ON PARISH COUNCILS**

The Council discussed B&NES Council's review of the number of councillors on a

Parish Council. It was agreed to inform B&NES that Saltford Parish Council is happy with its current number of councillors.

**15. SALTORD NEIGHBOURHOOD PLAN**

The Council considered starting a Neighbourhood Plan for Saltford and agreed to defer it for 6 months.

**16. TRAFFIC MANAGEMENT MEETINGS WITH B&NES OFFICERS**

Cllr Mathew Blankley reported that he has a meeting arranged with a B&NES officer regarding traffic management issues on 16 May at 9.00 am, at the Bath Road/Grange Road junction, to which all Parish Councillors are invited. Cllr Duncan Hounsell requested that the officer is asked about the status of the proposed Toucan crossing of the Bath Road between Norman Road and Grange Road.

**17. SIGN OBSCURED BY PARKED CAR**

Cllr Duncan Hounsell reported that a car is allegedly parked outside Avon Valley Garage on the Bath Hill throughout the garage's opening hours and obscuring the 'Please drive carefully' road sign. The Council agreed to ask the Police whether this constituted an offence.

**18. CHURCHYARD MAINTENANCE ISSUES: WALL REPAIR**

The Council considered the fallen wall in the churchyard and the perimeter walls generally. It was agreed that Cllr Mathew Blankley would enquire as to whether Bath & North East Somerset Council could survey the wall.

**19. CHURCHYARD MAINTENANCE ISSUES: SCOTCH PINE TREES**

The Council considered a request from a neighbouring resident for the large Scotch pine trees on the edge of the churchyard to be cut back. It was agreed that expert advice was needed and that Cllr Mathew Blankley would enquire as to whether Bath & North East Somerset Council's tree officer could assess the trees, and whether NALC could recommend a tree expert.

**20. CHURCHYARD MANAGEMENT POLICY**

The Council agreed to adopt the Management of Safety at St Mary's Churchyard document dated April 2006 as Council policy.

**21. FAIRTRADE**

Cllr Duncan Hounsell reported that B&NES Chairman Cllr Neil Butters will present the award to Saltford Fairtrade group on 15 July at 7 pm and representatives of the Parish Council will be invited. A proposal to add 'Fairtrade Village' to the Saltford road signs will be considered at the September meeting.



**22. YOUTH ACTIVITIES**

Cllr Neil McKen reported that B&NES' new mobile youth service started in Saltford last week. The mobile unit operates from outside Saltford Hall on Tuesday evenings between 7 pm and 9 pm.

**23. PUBLICITY**

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

**24. ITEMS OF URGENT INFORMATION**

Cllr Duncan Hounsell reported that a Neighbourhood Watch public meeting led by PC Sam Kayser is being held on Monday 20 May 2013 from 7.00 pm to 8.00 pm in the Avon Room, Saltford Hall.

Cllr Duncan Hounsell reported that the 'Swing into Action' event planned for 25 June has been postponed until late October.

Cllr Jill Williams reported that the Saltford Festival brochure is to be delivered to all Saltford households in the next few days along with lots of publicity.

Cllr Reg Williams reported that Queen Square was incorrectly listed as Queens Square in the Electoral Register, but B&NES has checked the definitive records and agreed that it is Queen Square.

Cllr Rob King reported that new LED street lights are being installed in Saltford.

The meeting closed at 9.55 pm

**Next Council meeting:** 4 June 2013

**Next Planning Committee meeting:** 21 May 2013

Chairman.....

Date confirmed and signed.....