

# **SALTFORD PARISH COUNCIL**

**Minutes of the meeting of the Council held at Saltford Hall, Saltford  
on Tuesday 1<sup>st</sup> May 2018 at 7.15pm**

## **PRESENT:**

**Councillors** – Adrian Betts, Ben Eve, Jon Godfrey, Phil Harding, Duncan Hounsell, Kyle Rice, Farida Wilson and Chris Warren (retiring Chair)

**Officer** – Tricia Golinski

## **1. ELECTION OF CHAIR**

Cllr Chris Warren was elected Chair for the year 2018/19 and signed a Declaration of Acceptance of Office of Chair.

## **2. ELECTION OF VICE-CHAIR**

Cllr Phil Harding was elected Vice-Chair for the year 2018/19 and signed a Declaration of Acceptance of Office of Vice-Chair.

## **3. MINUTES**

The minutes of the Council meeting held on 17 April 2018 were confirmed as a correct record and signed by the Chair.

## **4. APOLOGIES FOR ABSENCE**

Apologies for inability to attend this meeting were received from Cllrs James Macnaughton, Liz Macnaughton and Robert Taylor.

## **5. DECLARATIONS OF INTEREST**

Cllr Kyle Rice declared an interest in item 12.b. planning application 18/00948/FUL - 1 Chelwood Road, as he is friends with Matthew Watts.

## **6. PUBLIC TIME**

There were 4 members of the public present.

Jamie Sanigar of 50 Manor Road spoke objecting to planning application 18/01791/FUL - 52 Manor Road.

Matthew Watts spoke in support of planning application 18/00948/FUL - 1 Chelwood Road (revised information), stating that the application has been changed to a 1-bedroom dwelling.

## **7. CHAIR'S ANNOUNCEMENTS**

The Chair reported that a public meeting was held on 23 April at St Mary's church hall regarding the proposed Traffic Regulation Order (TRO) affecting the High Street. This was arranged by a local resident and approximately 80 people attended, including B&NES Councillors and staff. B&NES Council stated that it was not possible to withdraw the proposals and the consultation must run its course before officers complete the report and the B&NES Cabinet Member for Transport makes the decision. In future the Parish Council will be given the opportunity to comment on proposed TROs before they go out for public consultation. There was a call for a working group to be established to make new proposals for the High Street. The Chair confirmed that he is happy to take part in a working group.

The Chair reported that Kelston Forge is working on the gates and railings for the war memorial, and that the historic fingerpost should be back in place within a month.

## **8. CLERK'S ANNOUNCEMENTS**

The Clerk made no announcements.

## **9. REPORT FROM B&NES WARD COUNCILLORS**

There was no report.

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

The Council agreed to form the following committees and working groups for the year 2018/19:

- Planning Committee, comprising seven councillor members: Adrian Betts, Jon Godfrey, Phil Harding, Duncan Hounsell, Kyle Rice, Rob Taylor and Chris Warren
- Staffing Committee, comprising four councillor members: Jon Godfrey, Phil Harding, Duncan Hounsell and Farida Wilson
- Churchyard Safety, Churchyard and Allotments Maintenance Working Group, comprising four councillor members: Kyle Rice, Liz Macnaughton, Rob Taylor and Chris Warren, and two public members (allotment tenants)
- Transport Working Party, comprising seven councillor members: Adrian Betts, Phil Harding, Duncan Hounsell, Kyle Rice, Rob Taylor, Chris Warren and Farida Wilson, and one member of the public.

Each committee and working group will elect its Chair and Vice Chair at its first meeting.

## **11. DATES OF MEETINGS OF COUNCIL AND COMMITTEES**

The Council agreed the following dates on which the Council or Committees will meet for the year 2018/19:

- 1 May 2018
- 5 June 2018
- 3 July 2018
- 7 August 2018 (Planning Committee, if necessary)
- 4 September 2018
- 2 October 2018
- 6 November 2018

4 December 2018 (with a pre-meeting informal budget discussion at 6.30)  
8 January 2019  
5 February 2019  
5 March 2019  
2 April (following the annual Parish Meeting at 6.30)  
7 May 2019 (new Council, following elections)

All meetings are on Tuesdays starting at 7.15 pm. When the full Council meets it acts as the Planning Committee and includes Planning Matters. The Planning Committee meets additionally only if necessary.

## 12. PLANNING MATTERS

**a. Election of Planning Committee Chair and Vice-Chair** – Cllr Phil Harding was elected Chair and Cllr Adrian Betts Vice Chair of the Planning Committee for the year 2018/19. Cllr Phil Harding thanked Cllr Adrian Betts for his work on the Planning Committee.

**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:

**18/01614/LBA - Manor Barn, Queen Square** - Internal and external works to repair roof to Dovecote - Mrs Patricia Curnock

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

**18/01187/FUL - 7 Uplands Drive** – Erection of new dwelling following demolition of existing dwelling – Mr Seya Burchill

It was resolved that B&NES Council be advised that this Council **OBJECTS TO** this application **as the design and scale of the proposed new building is out of character with neighbouring properties and would adversely affect the privacy of some neighbours.**

**18/01791/FUL - 52 Manor Road** - Erection of raised rear terrace (Retrospective) - Mr & Mrs Bernard Smalley

It was resolved that B&NES Council be advised that this Council **OBJECTS TO** this application **due to concerns that the privacy of neighbours and school children attending Saltford School may be compromised by the raised rear terrace, and suggest that measures be taken in the design to address this issue, such as reducing the height.**

**18/00948/FUL - 1 Chelwood Road (revised information)** - Erection of 2 bed dwelling attached to existing house (resubmission) - Mr Matthew Watts

It was resolved that B&NES Council be advised that this Council **SUPPORTS** this application **as revised, subject to the new dwelling being a 1-bedroom property.**

**c. Decisions and Appeals** – No decisions were reported.

**d. Planning items of urgent information** – Members requested that B&NES Council be

asked when the decision on planning application 18/00515/FUL - Glenavon Farm will be made.

Cllr Phil Harding noted that planning application 18/01509/OUT Land Parcel 9000 Bath Road Keynsham will be considered at the 5 June Parish Council meeting.

### **13. APPOINTMENT OF LINK MEMBERS FOR OUTSIDE BODIES**

The council appointed the following Members to link with external organisations for the year 2018/19:

B&NES Parishes Liaison - Chair and any other members

Connecting Communities Keynsham Area Forum - Chair and any other members

ALCA (Avon Local Councils Association) B&NES Area Group - Chair and any other members

Saltford Community Association – Cllr Jon Godfrey

Saltford Sports Club – Cllr Kyle Rice

River Avon Users Consultative Committee (RAUCC) - Cllr Phil Harding

Saltford Environment Group - Cllrs Phil Harding and Chris Warren

Saltford Business Network - Cllr Duncan Hounsell

Saltford Fair Trade Group - Cllr Kyle Rice and Cllr Farida Wilson

### **14. GENERAL POWER OF COMPETENCE**

The Council resolved to re-adopt the General Power of Competence for the Council year 2018/19.

### **15. FINANCIAL MATTERS**

**a. Monthly Financial Reports** – The report was discussed and accepted by members.

**b. Schedule of Expenditure** – The expenditure listed in the schedule for the month of May 2018 was authorised and the schedule signed by the Chair.

**c. Council insurance renewal** – The Council agreed to accept Zurich's quote for renewing its insurance policy from 1 June 2018 (budget heading Insurance).

**d. Revised pay scale for the Clerk** – The Council authorised a 2% salary increase for the Clerk with effect from April 2018, in accordance with the National Joint Council for Local Government Services' agreement (budget heading Office Staff).

### **16. REGISTER OF ASSETS**

The Council reviewed and updated its Register of Assets to reflect the removal of the war

memorial (as it is not owned by Saltford Parish Council) and the addition of the new war memorial railings and gates.

## **17. NATIONAL PLANNING POLICY FRAMEWORK CONSULTATION**

The Council agreed to send a response to the draft revised National Planning Policy Framework based on Saltford Environment Group (SEG)'s response, making the case for a sixth purpose of the Green Belt in national planning policy: to provide ecosystem, i.e. natural capital, support to farmland and/or the wider natural environment.

## **18. GDPR UPDATE**

Cllr Jon Godfrey updated the Council on progress with General Data Protection Regulations (GDPR) compliance and discussed the Council's policies and procedures which will be affected. The Council thanked Cllr Jon Godfrey for his work on GDPR.

## **19. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES**

Cllr Phil Harding reported that the River Avon Users Consultative Committee (RAUCC) has not met for months and that Mead Lane residents are unhappy that B&NES Council has agreed a revised approach to the Mead Lane moorings such that the mooring trial will be extended for 2018-19, 48 hour mooring provision will be retained and a reduced amount of 14 day moorings will be retained.

Cllr Phil Harding reported the following from Saltford Environment Group (SEG):

- Saltford Heritage Centre will next be open to the public from 8.30pm to 9.30pm on the evening of Wednesday 2nd May.
- SEG's History of Saltford project has launched an Online Map Room where you can download several old maps.

Cllr Duncan Hounsell reported the following from the Keynsham Area Forum meeting on 30 April 2018:

- B&NES Council provides three online information resources:
  - 1 Big Database bathnes for family and childcare information [www.bathnes1bd.org.uk](http://www.bathnes1bd.org.uk)
  - Rainbow Resource for families with a special educational need or disability [www.rainbowresource.org.uk](http://www.rainbowresource.org.uk)
  - Wellbeing Options for adults needing support to live a full and independent life [www.wellbeingoptions.co.uk](http://www.wellbeingoptions.co.uk)
- Keynsham Town Community Radio will soon be broadcasting on FM to a 5km radius from Keynsham: register your interest at [www.ktcradio.com](http://www.ktcradio.com).
- The Police report a slight reduction in theft and burglary and an increase in criminal damage and anti-social behaviour in Keynsham.

## **20. ITEMS OF URGENT INFORMATION FROM COUNCILLORS**

Members of the Council discussed concerns about recent lack of communication between B&NES Council, the Parish Council and local residents on several issues.

**21. PUBLICITY**

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

The meeting closed at 8.50 pm

Chair's signature.....

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

**Next Parish Council meeting: 5 June 2018**