

SALTFORD PARISH COUNCIL

**Minutes of the meeting of the Council held at Saltford Hall, Saltford
on Tuesday 6th October 2015 at 7.15pm**

PRESENT:

Councillors - Duncan Hounsell (Chair), Adrian Betts, Ben Eve, Jon Godfrey, Phil Harding, James Macnaughton, Liz Macnaughton, Kyle Rice, Rob Taylor, Chris Warren and Farida Wilson

Officer - Tricia Golinski

1. MINUTES

The minutes of the Council meeting held on 1 September 2015 were confirmed as a correct record and signed by the Chair.

2. APOLOGIES FOR ABSENCE

No apologies for inability to attend this meeting were received.

3. DECLARATIONS OF INTEREST

No interests were declared.

4. PUBLIC TIME

There were 8 members of the public present.

Bleddyn Phillips, a trustee of Keynsham and District Dial a Ride (KDDAR), spoke in support of item 9 h) KDDAR GRANT APPLICATION, and demonstrated the wheelchair restraints.

Owen McDermott of Saltford Scouts, and scouts Ed and Imogen thanked the Council for the grant to help them attend the World Scout Jamboree in Japan.

Owen McDermott spoke about his proposal to produce two steel plaques for the war memorial commemorating those fallen in conflict.

Rob King spoke about item 16 'NO CYCLING' SIGNS REQUEST, noting that there used to be a sign on the alleyway between Norman Road and the Wick House Close.

Brian Cooper spoke about item 13 SALTFORD STATION and asked if the meeting could be in open session.

5. CHAIR'S ANNOUNCEMENTS

The Chair made the following announcements:

- I attended the Keynsham and District Dial-a-Ride “Engage and Inform” Day on 7th September on behalf of the Parish Council.
- Cllr Rice and I visited the mobile youth bus on September 8th in order to meet the young people and the youth leaders and inform them about the future of youth work in Saltford in the coming months.
- The annual Saltford Neighbourhood Watch hosted by the Parish Council was held on the 9th September. A new neighbourhood watch may be set up in Wick House Close.
- I spoke to the B&NES Communities, Transport and Environment Panel at the Guildhall on 14th September on the issue of fair funding for community transport schemes in the B&NES area with particular regard to the Keynsham and District Dial-a-Ride scheme which serves over 100 residents of Saltford.
- I visited the exhibition held by B&NES at the Methodist Church Hall, Keynsham, on 15th September which marked the beginning of consultations on a number of issues including the Keynsham and Saltford Air Quality Action Plan.
- I attended the B&NES Area Group meeting of the National Association of Local Councils held at Saltford Hall on 23rd September representing Saltford Parish Council. Membership of NALC gives us access to a network of 9000 Parish and Town Councils and legal and professional advice.
- Cllr Harding and I met officers of B&NES Council and the Canal and River Trust at Saltford Hall on the 30th September to discuss the situation regarding moorings by Mead Lane, Saltford. The officers promised to produce an action plan after consulting colleagues and to report this plan to the Parish Council within a month.
- A Saltford Station “subject to the business case” is referred to on page 31 of Network Rail’s “Western Route Study” for Control Period 6 (2019-2024) which sets out anticipated developments on the railway network in that period.
- The quorum for a main Council meeting is at least 1/3 of the full Council i.e. 4 councillors present.
- The quorum for the Planning Committee is 1/3 of the committee which means the quorum is currently 3.

6. CLERK’S ANNOUNCEMENTS

The Clerk made the following announcements:

- **The Shallows slipway request**
This request was also discussed at the meeting on 30 September, and the original request has been re-sent to B&NES Team Leader for Environment & Design for

investigation.

- **Saltford Hall digital display**
The 50" flat screen has now been installed in the Avon Room.
- **20 mph / traffic calming in lanes between Saltford and Keynsham**
B&NES Cllr Tony Clarke has asked his Cabinet Assistant for Road Safety, Cllr Alan Hale, to investigate this request. Cllr Alan Hale will write to the senior Highways officer with the council and also the officer in charge of speed enforcement within the police.
- **Churchyard tree survey**
The tree survey has now been done by Alltree and the report received.

7. REPORT FROM B&NES WARD COUNCILLORS

B&NES ward councillors Emma Dixon and Francine Haerberling reported:

- Apologies for not attending the meeting on 30 September due to the short notice.
- B&NES does not expect to receive anything from Network Rail about Saltford Station until December.
- B&NES is undertaking a comprehensive spending review.
- Cllr Emma Dixon has met the head of Saltford Primary School.
- Any new bins for dog waste would be ordinary litter bins.
- Cllr Emma Dixon is working with the local police about disturbance in the Wickhouse Close area.
- Cllr Francine Haerberling is asking for extra lighting in the Wickhouse Close area.
- Cllr Francine Haerberling would not support residents parking where they have to pay.

8. PLANNING MATTERS

- a) **Minutes** - The minutes of the Planning Committee meeting held on 22 September 2015 were confirmed as a correct record and signed by the Chair.
- 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:

15/04102/FUL - 14 Kingston Avenue - Erection of porch to front elevation - Mr & Mrs Oliver

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

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

15/03394/FUL - Land adjacent to unit 20 Burnett Business Park - Erection of new distribution warehouse with associated offices and external works to facilitate parking and goods handling - HFD Ltd T/A Baileys Carpets Bristol

The Clerk reported that the following applications had been WITHDRAWN:

15/03554/LBA and 15/03570/DLPAO - Clay Bridge World's End Lane - Alterations to existing bridge parapets in connection with the electrification of the Great Western Main Line (Clay Overbridge MLN1 112M 26Ch) - Network Rail

- d) **Planning items of urgent information** – Cllr Duncan Hounsell reported that the four West of England Unitary Authorities (Bristol, North Somerset, South Gloucestershire and B&NES) have published an Issues & Options document for a 12 week engagement from November 2015 to January 2016, as a first step towards producing a Joint Spatial Plan. This document mentions Salford as a ‘potential opportunity’ and vigilance will be needed to protect the Green Belt. This is to be discussed at the next Planning Committee meeting.

9. 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 October 2015 be authorised and the schedule signed by the Chair.
- c) **Remembrance Day wreath** – The Council authorised expenditure of up to £20 on a Remembrance Day wreath (budget heading S137).
- d) **Website hosting and support** – The Council authorised expenditure of £242 to Vision ICT for annual website hosting and support (budget heading Publicity).
- e) **Notice boards** – The Council authorised further expenditure of up to £260 for two new A Max S notice boards from Greenbarnes, including a header, delivery and installation (budget heading Publicity).
- f) **Laptop** – The Council authorised expenditure of £325 on a new laptop (budget heading Office Equipment).
- g) **Lockable cabinet** – This item was not considered as it is no longer required.
- h) **Keynsham & District Dial a Ride (KDDAR) grant application** – The Council authorised expenditure of £500 on two sets of heavy duty wheelchair restraints for KDDAR (budget heading Miscellaneous Grants).
- i) **Allotment site rubbish clearance** – The Council noted expenditure of £150 on clearing further rubbish on the allotment site which had already been authorised under Financial Regulations for urgent matters (budget heading Allotments Maintenance).

10. SALTFFORD PRIMARY SCHOOL PROPOSED NEW BUILD

The Council agreed to ask B&NES Council to provide an urgent update on its plans for an additional block at Salford Primary School, including answers to the following questions:

- When is a planning application likely to be ready for public consultation?
- What location and what amount of land in the public open space adjacent to the school will be sought by B&NES Council in order to comply with recommendations

- for the amount of playing field required by the school?
- If additional school playing field area is sought within the existing public open space what proposals are there for a) maintaining the security needs of the school and b) maintaining public access?

11. FENCED "BADGER" AREA BY CLAVERTON ROAD PLAYING FIELDS

The Council agreed to ask B&NES Council to make explicit the planned future use and long-term status of the surface of the newly fenced "badger area".

Saltford Parish Council asks B&NES Council these questions:

- Will the public ever have access again to this area?
- Will this area be considered a permanent part of the estate of Saltford Primary School?
- Is the current metal fencing temporary or permanent? and if temporary, when will it be removed?
- Has a barrier been placed to a depth at the "badger area" boundary adjacent to the houses in Claverton Road to prevent the badger sett expanding into gardens as indicated in a presentation by B&NES officers?
- What is the estimated badger population in the new badger area?

12. PARKING ISSUES

The Council agreed that residents of Saltford and commuters to Saltford be asked by the Parish Council for their information, views, and suggested solutions to parking issues in and around Saltford under the headings of:

- Possible parking regulations or measures in the interest of public safety
- The provision and possible control of short stay parking
- The provision and possible control of long stay parking
- Opportunities to increase parking provision in Saltford and to make better use of existing parking space
- Changing parking behaviour
- Encouraging less car use in Saltford
- Other ideas

The Council approved the following terms of reference of the working party on Parking Issues in Saltford:

The objectives of the working party are to:

- Collate the information, views, and suggested solutions from members of the public and councillors to parking issues in and around Saltford.
- Investigate parking solutions in other areas.
- Recommend to the full Parish Council a set of proposals as a basis for making representations to B&NES Council and other bodies for action on parking issues in and around Saltford.
- The working party to complete its work by March 2016.

13. SALT FORD STATION

The Council agreed to invite the leader of B&NES Council, Cllr Tim Warren, and the Cabinet member for Transport, Cllr Tony Clarke, to address the Parish Council in closed session on the present B&NES Council's policy and progress regarding the re-opening of

Salford Station at the Parish Council's January 2016 meeting. An agreed minute of the meeting will be published following the meeting.

14. B&NES DRAFT LOCAL FLOOD RISK MANAGEMENT STRATEGY

The Council agreed to respond to B&NES Council's draft Local Flood Risk Management Strategy as follows:

- a) We welcome the draft strategy but as investment in flood prevention measures saves costs associated with flood damage including the reduction in interruptions to business activity reassurance is needed that the funding to implement the necessary maintenance and other works to mitigate flooding will be given sufficient priority.
- b) We ask what resources are available to support Local Flood Representatives (Objective 2a).
- c) We ask whether as an alternative to a Local Flood Representative, where one is not identified or forthcoming, a Parish or Town Council, for example, might have a role as an information portal for receiving and passing on flood prevention maintenance issues to the relevant authorities.

15. LITTER / DOG WASTE BIN REQUEST

The Council agreed to make a request to B&NES Council for the installation of a bin (principally for dog waste) near the junction of Longwood Lane and Manor Road, in the triangular island on Montague Road.

16. 'NO CYCLING' SIGNS REQUEST

The Council agreed to ask B&NES Council to erect no-cycling signs at the entrances to 1) the alleyway between Norman Road and the Wick House Close sheltered housing complex and 2) the alleyway between Bath Road (A4) and the Iford Close sheltered housing complex.

17. RISK REGISTER

The Council reviewed its Risk Register, as required annually by the Council's Financial Regulations, and made one addition to section 22.

18. HEALTH AND SAFETY POLICY

The Council adopted the following statement as a general statement of its Health and Safety policy:

"Salford Parish Council aims to protect the health, safety and welfare of residents, councillors, contractors, and members of the public who may be affected by the Council's activities. Salford Parish Council aims to provide and maintain safe and healthy working conditions, equipment and systems of work for any employee, and to provide such information, instruction, training and supervision as is needed for this purpose."

The Council agreed to adopt the paper "*Salford Parish Council - Health and Safety Guide*" as a guide to implementing the policy of the Council.

19. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

Cllr Adrian Betts reported from the meeting of the Keynsham Area Forum on 30 September: the following issues were discussed:

- Police update:
 - Problems in the Community Woodland area
 - Concerns about traffic speeds
 - Community Speedwatch was suggested
 - Low number of officers in the Keynsham area
- B&NES officer recommended www.roadworks.org
- West of England Joint Spatial Plan

Cllr Phil Harding reported from the meeting of the River Avon Users Consultative Committee (RAUCC) on 8 September: the Chair resigned; it was a useful meeting but needs clear terms of reference.

Cllr Kyle Rice reported from the meeting of the Salford Community Association (SCA):

- Funding was agreed for a TV screen and projector
- Wansdyke Room is to be used Friday evenings for youth club
- Steve Johnson is resigning as Chair

Cllr Phil Harding reported from the annual general meeting of Salford Environment Group (SEG):

- The committee was re-elected
- SEG membership now exceeds 440
- Salford School has appointed a link person to work with SEG
- SEG's website achieves 1,000 hits per week

20. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

Cllr Ben Eve reported there is concern that services will be lost at Keynsham Sports Centre.

The meeting closed at 9.00 pm

Chair's signature.....

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

Next Council meeting: 3 November 2015
Next Planning Committee meeting: 27 October 2015