

# SALTFORD PARISH COUNCIL

Minutes of the meeting of the Council held at Saltford Hall, Saltford  
on Tuesday 2<sup>nd</sup> September 2014 at 7.15pm

## PRESENT:

**Councillors** - Duncan Hounsell (Chair), Adrian Betts, Harvey Haeberling, Rob King, Neil Mcken, Kevin Reeves, Rob Taylor and Chris Warren

**Officer** - Tricia Golinski

## 1. MINUTES

The minutes of the Council meeting held on 15 July 2014 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 Marie Carder, Jill Williams and Reg Williams.

## 3. DECLARATIONS OF INTEREST

No interests were declared.

## 4. PUBLIC TIME

There were 10 members of the public present.

Phil Harding of Saltford Environment Group (SEG) spoke regarding item 14. STANDING ORDERS. SEG has complained that the admission of multiple voting by Cllr Reg Williams in an official consultation survey, in his article in the August-September issue of SCAN, brings the Parish Council into disrepute.

The Chair explained that the procedure for making complaints about Parish Councillors is via B&NES' Standards Committee.

## 5. CHAIR'S ANNOUNCEMENTS

The Chair made the following announcements:

- I would like to thank on behalf of the Parish Council the following for their help and involvement with Saltford's WW1 Centenary Civic Commemoration Event held on Sunday 3<sup>rd</sup> August in the Memorial Garden: Keynsham and Saltford Local History Society, members and leaders of the Argus Explorer Scout Unit and 1<sup>st</sup> Saltford Scouts, and the local police.

- I would like to thank Mr Brian Cooper on behalf of the Parish Council for leading the Annual Village Walk to Kelston Round Hill on Wednesday 13<sup>th</sup> August.
- The necessary tree work carried out by “Tree Elements” at St Mary’s Churchyard has been completed.
- The £50,000 repair and maintenance project at Saltford Brass Mill by B&NES Council is expected to be completed by the end of September.
- I attended the Curo “walkabouts” in Saltford with Mr Andrew Holland of Curo on 16<sup>th</sup> July and 20<sup>th</sup> August. Cllr Betts was also present on the 16<sup>th</sup> July “walkabout”. The new Curo Neighbourhood Manager taking over from Mr Holland is Mr Steven Rivers.
- I attended the Avon Valley Country Park 25<sup>th</sup> Anniversary Celebration on behalf of the Parish Council.
- I attended the opening of the Clarkson’s Independent Funeral Directors branch in Saltford, on behalf of the Parish Council.
- I met local resident, Mr David Curnock, at St Mary’s Churchyard on 4<sup>th</sup> August to discuss issues around maintenance of the Churchyard Walls.
- Thank-you to everyone who attended the public meeting convened by the Parish Council and held on Wednesday 20<sup>th</sup> August on the issue of the loss of permissive paths.
- The Toucan Crossing on the A4 is currently being designed by B&NES Design Consultants. This has involved the surveying of this stretch of road as the dimensions of the carriageway and footway are critical in determining if a toucan or puffin crossing, similar to the existing arrangement, is feasible. This work is nearing completion.
- The Higher Level Output Assessment (HLOA) on the re-opening of Saltford Station will be received by B&NES Council Cabinet at its November meeting.
- Network Rail intends to locate an electricity distribution unit at Saltford on a permanent basis to feed electricity continuously to the electrified GW main-line.
- Essential track renewal work is being carried out by Network Rail at Saltford and will be completed around the end of the month.

**(The Chair took item 14. STANDING ORDERS next)**

## **6. PLANNING MATTERS**

- Minutes** - The minutes of the Planning Committee meeting held on 12 August 2014 were confirmed as a correct record and signed by the Chair.
- New planning applications** – The Council considered the following planning applications in respect of which Bath & North East Somerset (B&NES) Council had invited comments:

**14/03473/FUL** - 556 Bath Road - Reinstatement of front approach steps to dwelling in lieu of previously proposed driveway (Resubmission) - Mr Seya Burchill

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

**14/02911/REG03** - Saltford Primary School Claverton Road - Erection of a modular building to provide 2 classroom unit - Bath & NE Somerset Council  
It was resolved that B&NES Council be advised that this Council

**supports** this application, **with the proviso** that B&NES take appropriate measures to protect nearby residents' drive and entrance ways from parking.

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

14/01494/FUL - The Shallows Public Toilets - External alterations to existing public convenience (Sui Generis) - Healthmatic

14/02305/AR - Dental surgery 478 Bath Road - Display of 1 non-illuminated triangular sign above front door - Salford Dental Practice

14/02941/FUL - 408 Bath Road - Erection of first floor side extension above existing garage and utility, single storey rear extension and extend drive to form hammerhead following demolition of garden garage - Mr & Mrs Brown

14/02782/FUL - 16 Beech Road - Erection of rear dormer with balcony and front porch - Mr & Mrs Harding

- d) **Planning contraventions policy and practice** – The Council discussed its current practice in relation to planning contraventions and B&NES' Local Enforcement Plan.
- e) **Planning items of urgent information** – No items were reported.

## 7. FINANCIAL MATTERS

- a) **Monthly Financial Report** – The reports were 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 September 2014 be authorised and the schedule signed by the Chair.
- c) **Data Protection registration** – The Council authorised expenditure of £35 on its data protection registration renewal (budget heading General Administration).
- d) **Salford Community Association affiliation** – The Council authorised expenditure of £10 on its affiliation fee to Salford Community Association (budget heading Subscriptions).

## 8. ACTION ON RIVER LITTER

The Council considered actions to help reduce and remove the litter in the river and in the riverbanks at Salford, and agreed to:

- Ask B&NES Council to lead and co-ordinate action in this regard, and inform B&NES Council of the presence of embedded plastic, and copy in B&NES Avon River Regeneration Trust and Salford's B&NES ward councillors on any correspondence with B&NES Council on these matters.
- Write to all 'riparian' owners of both riverbanks at Salford explaining the

issues and reminding them of their responsibilities to clear litter as set out in the Environment Agency publication *Living on the Edge*, and inform Kelston Parish Meeting of this action. Also to write to all boat owners on the river in Saltford.

- Write to Wessex Water expressing concern at the reported evidence of baby wipes and sanitary products in the river at Saltford.
- Raise these matters at the next meeting of the River Avon Users Consultative Committee (RAUCC).

## **9. PREVIOUSLY PERMISSIVE PATHS**

Cllr Duncan Hounsell reported that a public meeting was held on 20 August 2014 at Saltford Golf Club facilitated by the Parish Council. Approximately 120 people attended, 11 of whom offered to help establish a scheme, and 90 of whom left contact details. The majority were Saltford residents and walkers rather than riders. The landowner was not able to attend but correspondence from him was discussed, and information was circulated about a Bridleway Toll scheme in the Old Down area. Since then Cllr Duncan Hounsell and the Chair of the Saltford Community Association and representatives of a local business have met with the farmer to discuss how the previously permissive paths can be re-instated in the short term and a framework put in place that provides a longer term solution. This is unlikely to involve the Parish Council. A further report on this will be given at the next meeting.

## **10. CHURCHYARD WALL REPAIRS**

The Council considered 3 quotations received for work to the churchyard walls as recommended in the survey undertaken by Mann Williams. All 3 had been asked to provide testimonials or examples of recent similar work. It was agreed that M & S Stone Masons would be asked to do the work, subject to clarification of the missing words 'Quotation 2', and expenditure of £7,245.97 was authorised (budget heading Churchyard Special Maintenance Projects).

## **11. MANAGEMENT OF SAFETY AT ST MARY'S CHURCHYARD**

The Council agreed an updated version of its policy on the management of safety at St Mary's churchyard. The policy is to be reviewed every two years or after any exceptional occurrence.

## **12. ALLOTMENT MANAGEMENT**

The Council agreed to a suggestion from the allotment tenants' association that, if a plot holder finds themselves unable to work a plot for a good reason such as a serious health issue, they are given the option to pass their plot to the allotment association to look after until the following January, when it would be reviewed and revert to the plot holder if they were now ready, or be allocated to the next on the waiting list if the original plot holder was unable to resume activity.

## **13. POSSIBLE PARKING RESTRICTIONS**

The Council agreed to ask B&NES Council to consult Saltford residents about

possible parking restrictions on roads off the A4 to stop all-day on-street car parking.

**14. STANDING ORDERS**

The Council agreed to the proposal from Cllr Duncan Hounsell that it replaces the second sentence in the Introduction of its Code of Conduct with the following statements:

a) Saltford Parish Councillors and members of committees and working parties must act in accordance with the 'Nolan Principles' for public bodies which are: selflessness, integrity, objectivity, accountability, openness, honesty and leadership. Anyone not acting in this way is in breach of the code of conduct.

b) Any Saltford Parish Councillor and any member of a committee or working party who brings Saltford Parish Council into disrepute by his/her actions is in breach of the code of conduct.

**15. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**

Cllr Kevin Reeves reported that Saltford Business Network held a seminar on risk and a networking barbecue.

Cllr Duncan Hounsell attended the final meeting of the Chew Valley Area Partnership and the first meeting of its replacement, the Connecting Communities Keynsham Area Forum.

**16. PUBLICITY**

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

**17. ITEMS OF URGENT INFORMATION**

No items were reported.

The meeting closed at 9.15 pm.

**Next Council meeting:** 7 October 2014

**Next Planning Committee meeting:** 16 September 2014

Chairman.....

Date confirmed and signed.....