



SALTFORD PARISH COUNCIL

**Minutes of the meeting of the Council held remotely (via Zoom)
on Tuesday 2nd March 2021 at 7.15pm**

PRESENT

Councillors: Chris Warren (Chair), Adrian Betts, Marie Carder, Jon Godfrey, Gary Graveling, Phil Harding (Vice Chair), Rob Taylor and Sally Turner.

Officer: Lottie Smith-Collins

1. MINUTES

The minutes of the remote (Zoom) Council meeting held on 2 February 2021 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 Cllr Adam Rees-Leonard.

3. DECLARATIONS OF INTEREST

No interests were declared.

4. PUBLIC TIME

There were 14 members of the public present.

One member of the public spoke with regards to item 13.a 'River and river side – Traffic Regulations on Mead Lane and The Shallows', expressing general support for the TRO but requesting the Mead Lane layby be included for safety reasons.

A representative from SCA spoke regarding item 12 'Annual Parish Meeting date and SPC Community Awards ceremony' to update on the re-opening of Saltford Hall in line with the government's lifting of lockdown roadmap.

The five members of the public standing for co-option under item 8 'Co-option to fill two councillor vacancies' spoke in support of their applications.

5. PRESENTATION FROM PLANNINGSPHERE LTD ON PLANNING APPLICATION 21/00435/EREG03 (PIXASH LANE RECYCLING SITE)

SPC received a presentation on B&NES Council's future plans for the Pixash Lane waste and recycling centre (Ministry Of Defence Storage And Distribution Centre Pixash Lane Keynsham - planning application 21/00435/EREG03). The presenting team consisted of representatives from PlanningSphere, B&NES Council, Miles White Transport and SRA Architects.

Councillors asked the presenting team questions following their presentation.

(SPC resolved its response to this planning application under item 10.e).

6. CHAIR'S ANNOUNCEMENTS

Cllr Chris Warren announced that the ex-BT phone kiosk – a SPC asset – has now been relocated at the Bird in Hand public house and will undergo continued conservation works in situ.

The Chair announced the death of former Parish Councillor Robert King, and expressed on behalf of Saltford Parish Council sadness at the news of his passing.

7. CLERK'S ANNOUNCEMENTS

The Clerk made the following announcements:

- Reminder that nominations for the SPC Community Awards 2021 close on Friday 5 March. Forms are downloadable from the SPC website.
- Council tax letters will be sent to residents soon detailing SPC's precept increase of 10%, meaning an average Band D property will pay £21.08pa, which is a £1.74 / c.14p p.c.m increase. This makes SPC's precept the third lowest for a Band D property in B&NES out of c.50 precepted areas.
- SPC resolved in September (item 11) to request that ahead of spring 2021 B&NES Council make changes and adapt its grass cutting and vegetation clearance in line with 'Get Bath Buzzing' pollinator action plan. Further to its previous response confirming this action, B&NES Council's Parks team publicly stated in February that 'Vegetation along riverbanks is so important for wildlife, that's why we are allowing it to grow denser [in Saltford's river side areas] and we will manage it with wildlife in mind'.
- SPC has received clarification from B&NES Council about their pollarding policy for willow trees on Mead Lane, stating that the willow trees are due works next autumn, and that this may be reviewed on safety grounds.
- SPC requested B&NES Council to include Tynning Road in its road maintenance plans for 21/22 in November 2020. Cllr Duncan Hounsell has since informed SPC that Tynning Road will be resurfaced later this year.
- Following item 12 at the February meeting, Jacob Rees-Mogg M.P. has responded to SPC's correspondence requesting he endorse the expected WECA 'Restoring Your Railway' funding bid, stating that he 'would be delighted to support the bid' and asking for further information, which SPC has passed to WECA. Jacob Rees-Mogg's further endorsement of the bid will be sought again following its submission by WECA on 5th March 2021.
- In March SPC will have its first (free) page article in The Week In. SPC will have a page every 12 weeks for the remainder of 2021.

8. CO-OPTION TO FILL TWO COUNCILLOR VACANCIES

The Council co-opted Shayan Aziz to the first Councillor vacancy, and Julie Austwick to the second Councillor vacancy. The Chair congratulated the two new Councillors on their appointment, and expressed thanks to each person who stood for co-option

as excellent and worthy candidates.

Cllrs Shayan Aziz and Julie Austwick each signed the Declaration of Acceptance of Office, as witnessed by those present.

The new Councillors stated that they had no interests to declare.

9. REPORT FROM B&NES WARD COUNCILLORS

B&NES Ward Councillor Duncan Hounsell informed those present that his March report had been circulated to all SPC Cllrs in advance and that he would be happy to forward a copy to members of the public on request.

Cllr Hounsell detailed aspects of his report, including further information about B&NES Council tax 2021/22, stating that the Council's finances were sound and under control.

Cllr Hounsell drew SPC's attention to planning application 21/00419/EFUL Resourceful Earth Ltd, Charlton Field Lane, Queen Charlton, should SPC Cllrs wish to consider the traffic movement impact of this application on Saltford.

Cllr Hounsell updated SPC on B&NES Council's litter picking blitz on main roads, stating that B&NES will increase this from once to twice a year. Cllr Hounsell thanked the Saltford Wombles for their efforts litter picking on side roads and lanes.

Cllr Hounsell stated that he welcomed the proposal for the Traffic Regulation Order on Mead Lane and The Shallows.

10. PLANNING MATTERS

a. Decisions and Appeals

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

20/04737/VAR - 22 Uplands Road BS31 3JJ. Variation of condition 2 (plans list) of application 20/02694/VAR (Variation of condition 2 (Plans List) application 19/03008/VAR. (Variation of condition 2 attached to application 18/01449/FUL (Erection of 1no. 2bed single storey dwelling (resubmission))). Mr David Lamb

20/04055/VAR - Selwood Farm Norman Road Saltford BS31 3BQ. Variation of condition 3 (plans list) of application 18/03120/FUL (House transformation comprising an extension, changes of materials with additional internal and external works). Mrs Selwood

20/04804/FUL - 31 Claverton Road Saltford BS31 3DW. Erection of single storey rear extension with part double storey side and front extension. B Ford

21/00047/FUL - 472 Bath Road Saltford BS31 3DJ. Change of use from bed and breakfast to private dwelling. Mrs Rosemary Phillips

The Clerk reported that the following application has been WITHDRAWN:

20/04803/FUL - 3 Rodney Road Saltford BS31 3HR. Erection of a bungalow.
Banfield And Kelly

The Clerk reported that the following appeal had been DISMISSED by the Planning Inspectorate:

19/04441/FUL - 6 Mill Cottages The Shallows Saltford BS31 3EY. Erection of garden gates (Retrospective). Appeal Ref: 20/00048/RF. Planning Inspectorate Appeal Ref: 3258088. Appeal Start Date: 7 October 2020. Appellant: Mandy Mabbs 17/02/2021

b. Planning contraventions

None further to 19/04441/FUL – 6 Mill Cottages (as above), which was previously raised as a planning contravention prior to a planning application being submitted.

c. Planning items of urgent information

None 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:

21/00372/FUL - 559 Bath Road Saltford BS31 3JN. Addition of a dormer roof to both existing dwellings. Mr Geoffrey Andrews

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

21/00381/TPO - Jolly Sailor Inn Mead Lane Saltford BS31 3ER. T1 and T2.London Plane-Reduce height by up to 8m. Reduce crown spread over car park by up to 4m. Clive Shipley

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

21/00468/FUL - 30 Claverton Road Saltford BS31 3DP. Erection of a single storey rear extension. Mr Kevin Milton

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

COMMENT: Whilst Saltford Parish Council is supportive in principle to the planning application, there is concern that future access for maintenance or repair will be required from the adjoining property at No. 28 as the plans for this application appear to show that the new rear extension's side wall will be close to the boundary line with No. 28. In circumstances like this Saltford Parish Council considers that a gap of around 1 metre between the outside wall of the proposed rear extension and the

adjacent boundary would be appropriate.

21/00492/FUL - Rose Cottage Manor Road Saltford BS31 3AF. Construct a timber stable on a concrete base, change of use to equestrian and provision of hardstanding and manure trailer. Timothy Stone

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

21/00533/FUL - 6 Beresford Close Saltford BS31 3HU. Erection of single storey rear extension. Mr. Liam McNish

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

21/00781/FUL - Staddle Stones 5 Saltford Court, Saltford BS31 3EB. Erection of two storey rear extension, with first floor terrace on single storey rear extension. Mr/s Barton

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

21/00801/TCA - Saltford Brass Mill, The Shallows, BS31 3EX. T1 (Ash) - Remove. Saltford Brass Mill Project.

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

- e. To consider the following planning application in respect of which B&NES Council has invited comments. Plans are available online via the Planning Authority's [Planning Portal](#) and further information is on the [B&NES Council Keynsham Recycling Development](#) webpage:

21/00435/EREG03 - Ministry Of Defence Storage And Distribution Centre Pixash Lane Keynsham BS31 1TP. Redevelopment and consolidation of existing depot site and adjacent land with associated staff parking and access and landscaping works to include the provision of the following: (i) a public re-use and recycling centre (RRC); (ii) material recovery facility (MRF); (iii) waste transfer station (WTS); (iv) Trader (bulky waste); Trade Waste Transfer Station (TWTS); (v) vehicle fleet storage and maintenance; (vi) MOT centre (public); (vii) BANES Parks and Grounds maintenance storage; (viii) BANES Highways winter service and salt store; and ancillary offices. B&NES (Draft response on Cllrs SharePoint). 21/00435/EREG03 - Ministry Of Defence Storage And Distribution Centre Pixash Lane Keynsham

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

COMMENT: Saltford Parish Council's main area of concern re. the Pixash Lane Recycling Centre and adjacent land redevelopment is the cumulative effect of this development taken together with the other recent or proposed developments between Keynsham and Saltford on peak period traffic congestion and air quality.

Saltford Parish Council requests that when considering the impacts on the quality of life for local communities arising from additional traffic load from recent and proposed developments on this section of such a major road route, such considerations or assessments should not be considered in isolation. Assessments should take full account of the increase in traffic loading from all the recent/proposed incremental developments and other relevant factors (listed in next paragraph) that are dependent on the Bath Road (A4) between Keynsham and Saltford.

A highways impact assessment for this application and other applications for development at east and north Keynsham providing an overview of the resulting impacts from additional vehicle numbers should include and not overlook the cumulative traffic load arising from the following developments or related factors (Note: some were not included in the consultant's Transport Assessment):-

- Glenavon Farm, 331 Bath Road, Saltford - extensive new farm shop and cafe/restaurant complex.
- The proposed Keynsham Strategic Development Location (SDL).
- Clean Air Zone (CAZ) charge in the centre of Bath and the additional load of vehicles (particularly heavy goods and passenger vehicles) which will reroute through Saltford to avoid CAZ charges.
- The development for commercial use of the land parcel 1991.
- The Hygge Park Housing Development including the new primary school (up to 420 places) at 35, Fairfield Way, Keynsham.
- Future plans (c.200 homes etc.) for Land Parcel 0005 on safeguarded Green Belt land at Keynsham East (Withies Green).
- Post COVID-19: potential increase in vehicle loads on this section of road, possible increase in private vehicle use and reduced use of public transport as society adapts to a new normal;
- The new 78-bedroom care home at 213 Bath Road, Keynsham.
- Traffic movements including HGVs to and from Bath i.e. to and from the east on the Bath Road A4 through Saltford regardless of new road infrastructure linking Keynsham SDL to the ring road (A4174).

Proposals that vehicles use the Broadmead Lane roundabout as the prime route to access the consolidated depot would clearly further extend the periods of congestion for this important roundabout, impacting on traffic joining and leaving the Keynsham bypass and backing up through Saltford and Keynsham and the surrounding access

roads. Lengthening of the peak periods of vehicle congestion and increasing occurrences of traffic gridlock will affect Saltford, Keynsham and surrounding communities.

Furthermore, Saltford Parish Council is concerned that the increased emissions from additional vehicles travelling through Saltford in respect of all the developments referred to in this response including from this development will result in Saltford requiring Air Quality Management Area (AQMA) status once more.

The Bath Road is also the main school journey route (on foot or bicycle) from Saltford to and from Wellsway School. We therefore ask that the level of air pollution including particulates is monitored and the monitoring data provided to Saltford Parish Council on a regular basis.

Before allowing further developments at east and north Keynsham, including the Keynsham SDL, B&NES Council needs to seriously consider whether further development would represent over-development taking account of the carrying capacity of transport infrastructure, air quality, Green Belt open space retention and overall development density for this area of North East Somerset that hitherto has kept Bristol from sprawling out and into the UNESCO World Heritage City setting of Bath.

Saltford Parish Council asks that B&NES Council ensures continuity of waste recycling collections and processing during the redevelopment of this site to avoid disruption to recycling and other waste collections from households.

We are very disappointed that with the immediate proximity of the GWR railway line, no provision for a rail siding to provide a sustainable provision for transporting waste has been made.

11. FINANCIAL MATTERS

a. Monthly Financial Report – The report for February 2021 as recorded below was discussed and accepted by members.

b. Schedule of Expenditure – The expenditure listed in the schedule for March 2021 as recorded below was authorised and the schedule was signed by the Chair.

c. Website Maintenance – The Council resolved to authorise expenditure of £220+VAT to iTeam Solutions for a block purchase of four hours for future website maintenance (Budget heading: Publicity).

12. ANNUAL PARISH MEETING DATE AND SPC COMMUNITY AWARDS CEREMONY

SPC resolved to hold the Annual Parish Meeting 2021 at 7pm on Tuesday 6 April, via Zoom, in line with legislation.

Due to the pandemic and possible restrictions in place at the time, SPC resolved to postpone the SPC Community Awards ceremony for winners of both the 2020 and 2021 awards from Friday 21 May until the autumn. The ceremony will not include the Annual Parish Meeting (as above) but will still be combined with the SCA's 'Big Thank You'. A new date for the ceremony will be agreed at the April meeting.

13. RIVER AND RIVER SIDE

a. Traffic Regulations on Mead Lane and The Shallows (TRO):

The Council resolved to strongly support the proposed Traffic Regulation Order ((Various Roads, Keynsham and Saltford) (Prohibition and Restriction of Parking and Loading) (No Stopping on Entrance Markings) (Authorised and Designated Parking Places) (Variation No.14) Order 2021 reference 20-014 affecting The Shallows and Mead Lane in Saltford, and urged its swift implementation and enforcement by B&NES Council for the benefit of the community and its visitors.

It was agreed that [a copy of SPC's full TRO response](#) will be made available on the SPC website and e-newsletter. The deadline for comments to B&NES Council is 25 March 2021.

b. River safety

Cllr Phil Harding provided an update on the environmental benefits of the tree works being carried out on the Kelston side of the river (with approved felling licence) including information that the 'rope swing' tree will be taken down when larger equipment is available for use. Cllr Harding added that he will raise tree management on the Saltford side of the river, where B&NES Council is primarily the riparian owner, at the next RAUCC meeting.

Cllr Harding stated that the Canal River Trust (CRT) will remove the litter at Saltford Weir, and the Clerk added that SPC had also requested and received confirmation from the CRT that they will clear debris caught under the cycle path bridge. Both issues will be cleared once access allows. The CRT have stated that navigation is currently closed due to high water levels.

The Clerk shared that the SPC website has new pages on water safety, including a page highlighting the dangers of swimming near Saltford Weir. This information will be publicised later in the year when river use increases.

14. LINK MEMBER FOR BRISTOL EAST FRINGE CYCLING AND WALKING GROUP

Cllr Gary Graveling agreed to receive agendas and minutes from the Bristol East Fringe Cycling and Walking Group, and represent SPC on the group when relevant.

15. CLIMATE EMERGENCY AND ENVIRONMENTAL INITIATIVES

Further to item 13.b under 'River and river side', Cllr Jon Godfrey raised to the

Council's attention the Bristol Energy Cooperative small hydropower project, for awareness about possible renewable electricity generation at Salford's two weirs.

16. DATA PROTECTION AND GDPR UPDATES

Cllr Jon Godfrey confirmed new email addresses had been set up for Cllrs Shayan Aziz and Julie Austwick, in line with SPC's management of data protection.

17. PUBLICITY

The Council agreed items to include in the Week In article and the next Parish Council e-newsletter.

Due to the pandemic pausing the publication of SCAN, the Council's next SCAN page is likely to be published in late May / early June.

18. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

No link member reports were received.

19. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

Cllr Phil Harding suggested rewording SPC's policy review. It was agreed that this would be on the April agenda.

The meeting closed at 10.22pm

Chair's signature.....

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

Next Parish Council meeting: Tuesday 6 April 2021, via Zoom

SALTFORD PARISH COUNCIL

Schedule of regular expenditure during March 2021

– for authorisation by the Council at its meeting on 2 March 2021.

Description	Amount	Method	Budget heading
March Clerk's salary	1250 estimate, 1280 maximum	Online BACS	Office staff
March SCA Hall hire	0 estimate, 0 maximum	Online BACS	Hall hire
March Avon Pension Fund contributions	300 estimate, 320 maximum	Online BACS	Office staff
March HMRC tax & National Insurance	260 estimate 280 maximum	Online BACS	Office staff
March Intouch Communications Ltd Phone system	25 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

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

Date: 24/02/2021 £ 5000

I certify that the above payments made or to be made have been authorised at the meeting of the Parish Council on 2 March 2021.

SIGNED.....

DATE:.....

CHAIR / VICE-CHAIR

Saltford Parish Council

Monthly Financial Report for February 2021 - Month 11
Quarter period 4

	Budget to date	Actual to date	Budget Year end position
RECEIPTS:			
Precept & any grant	£34,838	£34,838	£34,838
Interest on Investments	£23	£16	£25
Other Income: Allotments	£156	£158	£170
VAT Reimbursements	£700	£549	£700
Other	£0	£0	£0
Subtotal without CIL	£35,716.97	£35,561.33	£35,733.22
CIL Payments	£0.00	£0	£0
Total Income	£35,717	£35,561	£35,733

PAYMENTS:			
General Administration	£1,375	£2,212	£1,500
Office accommodation	£1,833	£1,500	£2,000
Office Staff	£20,167	£19,883	£22,000
Office Equipment	£275	£0	£300
Training	£733	£865	£800
Auditing	£450	£455	£450
Insurance	£400	£419	£400
Publicity	£1,100	£2,668	£1,200
Subscriptions	£28	£50	£31
Chairmans Honorarium	£275	£225	£300
Councillors' expenses	£183	£0	£200
Hall / Room Hire	£550	£35	£600
Maintenance: Church Yard Grounds	£1,283	£1,329	£1,400
Allotments	£229	£30	£250
Churchyard Special Maintenance Projects	£458	£0	£500
Allotment site rent	£92	£100	£100
Miscellaneous Grants	£917	£1,085	£1,000
Council led schemes	£1,375	£3,215	£1,500
Environment schemes	£917	£100	£1,000
VAT	£642	£1,286	£700
Subtotal without CIL	£33,282.58	£35,455.59	£36,231.00
CIL-related expenditure	£7,562	£5,000	£8,250
Total Payments	£40,845	£40,456	£44,481

BALANCE AT END OF MONTH:

Current account	£4,544
Business Instant Access account	£49,009

Cash

£49

TOTAL CURRENT BALANCE

£53,602

CIL-related cashflow	Balance at 31/03/20		CIL-income 20/21	CIL-expend 20/21	CIL balance
	£16,499		£0.00	£5,000	£11,499