



SALTFORD PARISH COUNCIL

Tuesday 6 July 2021, 7:15pm, Avon Room at Saltford Hall

Meeting information for members of the public due to current restrictions:

Local council meetings must now take place face-to-face to be lawful. When meeting, SPC will abide by current government restrictions as well as the Special Terms and Conditions of Hire during COVID19, as set by Saltford Hall. SPC has a risk assessment for the meeting.

Although the meeting is open to the public, the Avon Room currently has a capacity of 15. Residents are welcome to watch a livestream of the meeting on SPC's Facebook page at <https://www.facebook.com/SaltfordPC/live/>

For the July 2021 meeting only, the Clerk may read out comments from members of the public during Item 4 'Public Time', instead of the member of the public attending the meeting to speak. Any comments need to be submitted to the Parish Clerk at clerk@saltfordparishcouncil.gov.uk by 5pm on Monday 5 July, and may not be more than 400 words. Comments must relate to an agenda item(s) and may be summarised by the Clerk or Chair during Public Time rather than being read out verbatim.

During the meeting at Saltford Hall – further details available from the Clerk:

- The maximum number of people permitted in the Avon Room is 15. Councillors and staff will be given priority to attend.
- Only six people / six family groups, up to the number of 15 people in total inc. Cllrs and staff, will be able to attend the meeting in person for H&S reasons.
- Masks to be worn at all times when in the Avon Room / at Saltford Hall
- Please use hand sanitiser on arrival & maintain a distance of 2m from others
- Entry and exit will be via the Avon Room's fire exit only (nr tennis courts).
- All attendees must sign in for Track and Trace
- People must not attend the meeting if they or anyone in their household has had COVID19 symptoms in the 48 hours preceding the meeting commencing, and that if they develop symptoms within 10 days of visiting the premises they must use the Test, Track and Trace system to alert others with whom they have been in contact. They MUST then get a COVID-19 antigen test.

AGENDA

1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 1 June 2021 (draft copy available on the [website](#) and on the screen).

2. APOLOGIES FOR ABSENCE

To report any apologies received by the Clerk for inability to attend this meeting.

3. DECLARATIONS OF INTEREST

To receive any declarations of Members' interests in any item on the agenda. *The Council's Code of Conduct defines where a Member has a declarable interest and the effects of declarable interests on participation.*

4. PUBLIC TIME

In accordance with Standing Orders, to receive any addresses or statements by members of the public on matters on the Parish Council agenda, limited to three minutes per person. Members of the public will be invited to speak by the Chair. Due to current restrictions, the Parish Clerk or Chair may read out statements submitted by the public in line with the terms stated above.

5. CHAIR'S ANNOUNCEMENTS

To receive any announcements from the Chair.

6. CLERK'S ANNOUNCEMENTS

To receive any announcements from the Clerk.

7. REPORT FROM B&NES COUNCIL WARD COUNCILLORS

To receive any report from B&NES ward councillors for Saltford.

8. PLANNING MATTERS

- a. Decisions and Appeals** – To note any decisions and any appeals to the Planning Inspector made in respect of Saltford planning applications.
- b. Planning contraventions** – To receive any updates on matters which have been referred to B&NES Council regarding possible contraventions of planning controls. To receive any reports of new possible planning contraventions.
- c. Planning items of urgent information** – To receive any reports of urgent information related to planning matters.
- d. Planning applications** - To consider the following planning applications in respect of which B&NES Council has invited comments (Plans are [available online](#) and can be displayed on a screen at the meeting):

21/02454/FUL - 75 Uplands Road, Saltford, Bristol BS31 3HN. Erection of porch and loft conversion including dormers. Mr and Mrs Stephen and Rachael Allen

21/02659/FUL - 39 Uplands Road Saltford BS31 3JQ. Erection of front porch, replace the flat roof on the existing side extension with a pitched roof and insert new windows to the front and side elevation of the property at first floor level. Paul

Beacham

21/02654/FUL - 10 Grange Road Saltford BS31 3AH. Erection of a 2 bed detached 1.5 storey dwelling with a home office and store outbuilding at the rear. Mr and Mrs Mariyana Rumball

21/02655/FUL - 26 Tynning Road Saltford BS31 3HL. Erection of dormer bungalow following demolition of existing house. Mr & Mrs Miners

21/02883/FUL - Hunters Quest Iford Close Saltford BS31 3BD. Demolition of existing bungalow and erection of 2no semi detached houses/garages and 1no flat with associated parking, landscaping and widened access. The Urban Reno Company

21/02904/FUL - 14 Uplands Road Saltford BS31 3JJ. Erection of single storey rear extension. Mr J. Mitchard

21/01644/FUL - Avon Valley Garage 584 Bath Road Saltford BS31 3JS. Change of use from petrol and car sales, to coffee shop/cafe (Use class A3), residential to the first floor, takeaway hot drinks and snacks and petrol sales. Hillside Farm Investments Ltd

9. FINANCIAL MATTERS

- a. **Monthly Financial Report** – To receive the monthly financial report for June 2021 (report is available on the [Meetings – Agendas and Minutes](#) page of the website).
- b. **Schedules of Expenditure** – To authorise all regular payments made or to be made during July and August 2021 as listed on the schedules (the schedules are on the [Meetings – Agendas and Minutes](#) page of the website).
- c. **iTeam Solutions website hosting** – to authorise expenditure of £120+VAT for annual webhosting between 26/08/21 – 25/08/22 provided by iTeam Solutions (Budget heading: Publicity)
- d. **SPC Community Awards Ceremony** – to authorise expenditure of up to £500 to cover hall hire charges and refreshments at SPC's Community Awards Ceremony for 2020 and 2021 winners on 10 Sept 2021. This is a joint event with SCA's Big Thank You to recognise volunteer contribution during the pandemic – the SCA is funding costs also. (Budget heading: Council Led Schemes).
- e. **Youth shelter conservation works** – to agree a spend of £420 to Jamie Pattimore to treat rust and repaint the youth shelter. (Budget heading: Council Led Schemes)

10. REMOVAL OF TWO LAWSON CYPRESS TREES IN ST MARY'S CHURCHYARD

To agree to remove two Lawson Cypress trees planted against the north wall of St Mary's Churchyard, which are causing concern regarding the current and future structural integrity of the wall. If agreed, the trees will be removed after the nesting season, in or after September. Attempts have been made to contact the person who planted the trees.

To agree a spend of up to £250 to remove and dispose of the trees including stumps (Budget heading: Churchyard special maintenance projects).

11. NORMAN RD EX-BT PHONE BOX

To agree a spend of up to £1500 for the conservation of the ex-BT phone box on Norman Road (a SPC asset). Works include sandblasting, repainting, electrics and base works.

To receive an update regarding its proposed future purpose as a defibrillator station.

12. COMMUNITY AWARDS CEREMONY – 10 SEPTEMBER 2021

To discuss and agree plans for SPC's Community Awards Ceremony for 2020 and 2021 winners, which will take place on Friday 10 September as part of a joint event with SCA's 'Big Thank You'.

13. REVIEW OF TRAFFIC REGULATION ORDERS (TROs) ON MEAD LANE AND THE SHALLOWS

To review the impact of the Traffic Regulation Orders on Mead Lane and The Shallows.

To review the impact of the TRO on the Mead Lane layby and request any improvements.

To agree to request that B&NES Council install preventative parking measures on the river bank along Mead Lane to protect the structure of the river bank.

To discuss requesting the Brass Mill Project be included in the RPZ for Business Permits as a charity organisation and information for this provided by B&NES Council.

To discuss and consider any other requested amendments to the TROs as raised to SPC's attention.

To agree to request that B&NES Council action any agreed suggested changes.

14. IMPROVED MANAGEMENT OF THE SHALLOWS CAR PARK

To agree and request actions required for the improved management of The Shallows Car Park by B&NES Council. This follows numerous resident concerns raised regarding parking outside of marked bays, resulting in safety issues and loss of amenity space.

15. FLAG AND FLAGPOLE AT WAR MEMORIAL

To discuss and agree in principle (pending costs, spend to be agreed at a future meeting) installing a flagpole at the War Memorial and which flag(s) to fly and when. If agreed, to seek permission from the landowner in the first instance and create a risk assessment.

16. B&NES COUNCIL WASTE AND RECYCLING CENTRE CHARGES (CURRENTLY ON HOLD)

Charges at B&NES Council recycling centres were due to be introduced on 24 May, plans were put on hold by B&NES Council on 21 May. To discuss and agree to contact B&NES Council stating Saltford Parish Council's concerns should they revive plans to charge residents for disposing rubble, plasterboard and car tyres at B&NES Council waste and recycling centres.

17. CLIMATE EMERGENCY AND ENVIRONMENTAL INITIATIVES, INCLUDING RIVER AND RIVER SIDE

To receive updates and information about environmental initiatives, and/or matters relating to Saltford's river side areas.

To discuss a SPC initiative to create wildflower public spaces using '[BeeBombs](#)', with an aim to enhance Saltford's green spaces for the enjoyment of all, whilst supporting pollinating insects. This initiative could include working with Saltford School's Green Team, local Cub/Scout and Brownie/Girl Guides, and other interested residents to enhance greater environmental 'ownership' of Saltford's green spaces. Site selection would be with the permission of B&NES Council. If agreed, costs will be approved at the September meeting with planting in October. (Budget line: Environment).

18. DATA PROTECTION AND GDPR UPDATES

To receive an update on data protection and GDPR compliance.

19. PUBLICITY

To consider items to include in SPC's e-newsletter.

20. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

To receive any reports from Link Members on external organisations.

21. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

To receive any reports of urgent information from Parish Councillors.