



SALTFORD PARISH COUNCIL

Minutes of the meeting of the Council held in the Avon Room at Saltford Hall (also livestreamed on Facebook) on Tuesday 1 June 2021 at 7.15pm

PRESENT

Councillors: Chris Warren (Chair), Shayan Aziz, Marie Carder, Jon Godfrey, Gary Graveling, Phil Harding (Vice Chair) and Sally Turner.

Officer: Lottie Smith-Collins

1. MINUTES

The minutes of the remote (Zoom) Council meeting held on 4 May 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 Julie Austwick, Adrian Betts and Adam Rees-Leonard

3. DECLARATIONS OF INTEREST

None declared.

4. PUBLIC TIME

There was one member of the public present.

Due to current government COVID19 restrictions and the terms and conditions of room hire limiting the number of public safely allowed to attend, the Clerk confirmed that although members of the public had been invited to submit statements to be read by the Clerk for the June meeting only, no such statements had been received.

5. CHAIR'S ANNOUNCEMENTS

Cllr Warren shared that the restoration of the ex-BT phone box – an SPC asset – following its relocation to the Bird in Hand public house was now complete and that publicity about the project would be shared soon.

6. CLERK'S ANNOUNCEMENTS

The Clerk made the following announcements:

- The Saltford Wombles have confirmed that they do not require a SPC Link Member, but know that if they feel this would be of value in the future to contact SPC to arrange.
- Saltford Parish Council received a message of thanks for its Duke of Edinburgh's Awards Living Legacy donation.
- The [new Traffic Regulation Orders](#) including parking restrictions on Mead Lane and The Shallows are now live and being enforced by B&NES Council.

- SPC has submitted required documents to the external auditor for inspection. The Notice of period of Public Rights commences on 23 June.
- SPC has publicised its [intention to remove two ornamental Lawson Cypress trees](#) in St Mary's Churchyard due to risk of damage to the churchyard walls. If any member of the public has information about these trees please contact the Clerk by the end of July. No planning permission is required.
- B&NES Council has put a hold on introducing charges at its Recycling Centres for the disposal of rubble, plasterboard and tyres. (Cllrs requested that this be put on the July agenda for further discussion including to resolve to contact B&NES Council regarding the matter).
- SPC has been informed following the issuing of the agenda that the Local Plan Partial Update consultation is likely to take place in July. As such item 8.e 'B&NES Council Local Plan consultation' will be on a future agenda.

7. REPORT FROM B&NES WARD COUNCILLORS

B&NES Ward Councillor Duncan Hounsell's June report had been circulated to SPC Cllrs in advance and was summarised at the meeting. The Clerk stated that a copy of Cllr Hounsell's report was available to the public on request, [Cllr Hounsell's contact details](#) are available on the B&NES Council website.

Cllr Chris Warren thanked Saltford's Ward Cllrs for their informative monthly reports.

8. PLANNING MATTERS

a. Decisions and appeals

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

21/01597/FUL - 32 Norman Road Saltford BS31 3BH. Erection of single storey rear extension to include re-roofing of neighbours pantry, and installation of first floor landing window in side elevation. Mr and Mrs Derham

21/01237/VAR - Glenavon Farm 331 Bath Road Saltford BS31 3TJ. Variation of conditions 6 (Wildlife Protection and Enhancement), 9 (External lighting), 11 (Control of noise and odour), 12 (Hard and soft landscaping), 13 (Materials), 14 (Gates), 15 (Childrens play area) and 16 (Plans List) of application 19/01437/VAR (Variation of condition 18 for application 12/05167/FUL (Renovation, extension and conversion of existing farm buildings to a farm shop and cafe/restaurant with car parking and associated access arrangements).) Glenavon Farm Partnership

21/01676/FUL - 6 Chestnut Walk Saltford BS31 3BG. Erection of a single-storey rear extension, following the demolition of the existing rear conservatory. Mrs & Mr Boulton

21/01763/FUL - 26 Grange Road Saltford BS31 3AG. Erection of single storey rear extension to replace existing conservatory and lean-to single storey extension. Mr Mark Howard

21/01602/FUL - Overwater 6 Homefield Road Saltford BS31 3EG. Erection of two storey rear extension. Mr V Nanu

The Clerk reported that the following application had received CONSENT by B&NES Council:

21/01103/AR - Glenavon Farm 331 Bath Road Saltford BS31 3TJ. Display of 6 no. illuminated advertisements and 3 no. non-illuminated advertisements associated with farm shop (in connection with permission 19/01437/VAR). Mr Stratton

b. Planning contraventions

None reported.

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:

21/02101/FUL - 2 Vernon Close Saltford BS31 3AX. Erection of single storey front extension and porch. Mr & Mrs R Jones

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

21/02107/AR - Tesco Stores 501 Bath Road Saltford BS31 3HQ. Display of 1no. internally illuminated fascia sign, 2no. non-illuminated fascia signs and 1no. internally illuminated projecting sign. Tesco

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

No comment.

21/00952/FUL - 57 Grange Road Saltford BS31 3AQ. Installation of a door on the side elevation on first floor. Mr Simon Ford

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

21/02322/FUL - Sewage Purification Works Mead Lane Saltford BS31 3ER. Construction of a new private single lane vehicular access road, including a bridge across the River Avon, to Saltford Water Recycling Centre from the A431. The proposal includes landscape planting, flood compensation storage, a new permissive footpath and a wetland scrape. Wessex Water

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

SUPPORT: Saltford Parish Council is supportive in principle of this planning application. As these proposals keep Green Belt loss to a minimum and taking account of environmental and sustainable development considerations, we strongly prefer this proposed route including a bridge over the River Avon connecting the site to the A431 compared to alternative proposals considered by Wessex Water before this application was submitted. The Bath Road (A4) already has severe traffic congestion at peak periods arising from new housing developments in the area; sharing the volume of vehicles travelling to and from this important infrastructure facility between the existing access from the A4 and the A431 should help spread the load on local roads more evenly.

Saltford Parish Council also supports the proposals for wildlife enhancement to be provided by the wetland scrape that, if implemented successfully and taking account of our further comments below, should result in a welcome net gain in biodiversity for the overall project. This would be seen as a useful example of B&NES Council implementing a planning policy response to its declaration in July 2020 of the ecological emergency.

Saltford Parish Council wishes to emphasise that to avoid compromising the new habitat's value to wetland birds, a habitat that has previously been lost in this part of the Avon floodplain, it will be important to ensure disturbance to wildlife from the adjacent public footpaths is minimised and avoided wherever possible. Suitable screening and fencing together with management of existing or new trees to an appropriately low height, i.e. a regular pollarding regime, around the margins of the wetland area will also be essential to ensure wetland birds are not deterred from using the wetland habitat. Saltford Parish Council is confident that appropriate professional ecological advice for the finer design and management details of those aspects prior to the creation of the new habitat can reduce their effects greatly.

If the case officer is minded to refuse this planning application Saltford Parish Council requests that it be referred to the Development Management Committee for determination.

e. B&NES Council Local Plan consultation

Following information received from B&NES Council that the consultation would now take place in July, it was agreed that item 8.e 'To discuss and agree a response to the B&NES Council Local Plan consultation' would be moved to a future agenda.

9. FINANCIAL MATTERS

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

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

10. FUTURE OF THE YOUTH SHELTER

The Council discussed the condition and future of the youth shelter, including possible improvements or removal. It was resolved that as the youth shelter was used regularly and was in decent repair - bar superficial condition - quotes would be sought for repainting works required. These will be considered at the July meeting.

11. REPORT ON HIGH ST EX-BT PHONE BOX AND FUTURE OF NORMAN RD EX-BT PHONE BOX

Cllr Chris Warren provided a report on the completion of the relocation, restoration and repurposing of the ex-BT phone box (a SPC asset) at the Bird in Hand pub. It was stated that due to this jointly funding project with the Bird in Hand pub and Saltford Marina that the ex-BT phone box had been professionally conserved and had come in under budget. Cllr Warren said that the Bird in Hand had also funded the defibrillator including its ongoing costs, and that pub staff had been trained in its use. Councillors thanked Cllr Warren for his free time given carrying out conservation and restoration works.

The Council discussed restoration works to the Norman Road ex-BT phone box (also a SPC asset) and agreed to consider costs for repainting and base works at its July meeting. Councillors discussed its future purpose and agreed a defibrillator would be beneficial in this part of the village should a local business wish to sponsor its installation and ongoing maintenance costs.

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

Further to the information shared under Clerk's Announcements (item 6) no reports were received.

13. DATA PROTECTION AND GDPR UPDATES

Cllr Jon Godfrey confirmed that further tools had been implemented to protect online security, including enhanced notification alerts highlighting unusual access attempts.

14. PUBLICITY

The Council agreed the Parish Council's SCAN page content, and Councillors agreed to submit content for SPC's upcoming community page in The Week In.

15. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

No reports were received.

16. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

No items of urgent information were received.

Cllr Chris Warren requested information to be shared regarding the removal of the hedge around the tennis courts, as mentioned in Ward Cllr Duncan Hounsell's report.

The meeting closed at 8pm.

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

Next Parish Council meeting: Tuesday 6 July 2021 in the Avon Room at Saltford Hall. The meeting will be livestreamed on SPC's Facebook page.

SALTFORD PARISH COUNCIL

Schedule of regular expenditure during June 2021

– for authorisation by the Council at its meeting on 1 June 2021.

Description	Amount	Method	Budget heading
June staff costs inc. salary, pension, HMRC tax and National Insurance	1850 estimate, 1900 maximum	Online BACS	Office staff
June SCA Hall hire	60 estimate, 70 maximum	Online BACS	Hall hire
June inTouch Communications Ltd phone system	20 estimate 30 maximum	Direct Debit	General administration
June Salford Community Hub phone/internet tenant contribution	35 estimate 40 maximum	Online BACS	Telephone
June Ambience Landscapes churchyard maintenance	120 estimate 130 maximum	Online BACS	Churchyard Maintenance
Chair's Honorarium	75	Online BACS	Chair's Honorarium

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

Date: 11/05/2021 £ 5000

I certify that the above payments made or to be made have been authorised at the meeting of the Parish Council on 1 June 2021.

SIGNED.....

CHAIR / VICE-CHAIR

DATE:.....

Saltford Parish Council

Monthly Financial Report for May 2021 - Month 2

Quarter period 1

	Budget to date	Actual to date	Budget Year end position
RECEIPTS:			
Precept & any grant	£19,161	£19,161	£38,322
Interest on Investments	£3	£1	£17
Other Income: Allotments	£27	£143	£160
VAT Reimbursements	£1,250	£1,391	£1,250
Other	£0	£0	£0
Subtotal without CIL	£20,440.52	£20,696.72	£39,749.05
CIL Payments	£0.00	£0	£0
Total Income	£20,441	£20,697	£39,749

PAYMENTS:

General Administration	£250	£181	£1,500
Office accommodation	£333	£0	£2,000
Office Staff	£3,833	£3,690	£23,000
Office Equipment	£50	£0	£300
Training	£167	£772	£1,000
Auditing	£475	£260	£475
Insurance	£400	£354	£400
Publicity	£100	£0	£600
Subscriptions	£2	£0	£10
Chairmans Honorarium	£50	£0	£300
Councillors' expenses	£33	£0	£200
Hall / Room Hire	£100	£0	£600
Maintenance: Church Yard Grounds	£250	£246	£1,500
Allotments	£42	£0	£250
Churchyard Special Maintenance Projects	£250	£0	£1,500
Allotment site rent	£17	£0	£100
Miscellaneous Grants	£167	£0	£1,000
Council led schemes	£333	£935	£2,000
Environment schemes	£167	£412	£1,000
VAT	£125	£341	£750
Subtotal without CIL	£7,143.33	£7,191.08	£38,485.00
CIL-related expenditure	£0	£412	£5,358
Total Payments	£7,143	£7,603	£43,843

BALANCE AT END OF MONTH:

Current account	£2,975
Business Instant Access account	£59,562

Cash

£49

TOTAL CURRENT BALANCE

£62,586

CIL-related cashflow	Balance at 31/03/21		CIL-income 21/22	CIL-expend 21/22	CIL balance
	£11,499		£0.00	£412	£11,087