

SALTFORD PARISH COUNCIL

2 April 2019

AGENDA



1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 5 March 2019 (draft copy available on the [website](#) and on the screen at the meeting).

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.

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 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:

19/00889/TCA 55 High Street BS31 3EJ - T1-Willow- Reduce tree height by 1-2 metres Reduce extended lateral limbs to bring back in shape with crown 3-4 metres. Mr James Hurrell-Smith

19/00926/FUL 41 High Street BS31 3EJ - Erection of a single storey front extension. Removal of porch. Conversion of a window to doorway and internal alterations. Claire Hopkinson

19/00874/FUL 11 Somerville Close BS31 3HT - Erection of single storey side and rear extension (Resubmission). Mr And Mrs A Meredith

19/00963/FUL 28 Beresford Close BS31 3HU - Conversion of loft space to second floor accommodation forming new dormer to rear and side elevations. Mr & Mrs L Gerrard

19/00964/FUL 1 Kingston Avenue BS31 3LF Erection of double storey front extension. Mr & Mrs Stuart and Victoria East

9. FINANCIAL MATTERS

a. Monthly Financial Report – To receive the monthly financial report for March 2019 (reports are on the [Meetings Dates Agendas & Minutes](#) page of the website).

b. Schedule of Expenditure – To authorise all regular payments made or to be made during April 2019 as listed on the schedule (the schedule is on the [Meetings Dates Agendas & Minutes](#) page of the website).

c. NALC and ALCA membership – To authorise expenditure of £626.39 on the Council's subscription to NALC and ALCA for the financial year 2019-2020 (Budget heading: Training).

d. Revised pay scale for the Clerk – To agree to implement the National Joint Council (NJC) for Local Government Services pay scales 2019-2020 including the introduction of a new pay spine with effect from 1 April 2019 as stated in the Parish Clerk's contract (Budget heading: Office Staff).

e. Precept and Council Tax Support grant 2018-2019, and precept percentage increase for 2019-2020 records – To agree an update in the Council's recorded information for the 2018-2019 precept amount and 2019-2020 precept percentage increase, and to record the Council Tax support grant of £250 received in 2018-2019.

f. Level of reserves – To formally minute SPCs level of reserves as £28,900 as considered and approved as part of the 2019/20 budget agreement at the January 2018 meeting (08/01/19 9f).

10. PLANNING POLICY CONSULTATIONS ON DEVELOPER CONTRIBUTIONS (GREEN INFRASTRUCTURE)

To discuss and agree a response to the Planning Obligations Supplementary Planning Document (SPD) with particular reference to Green Infrastructure, and an amendment to the Community Infrastructure Levy (CIL) Infrastructure List (CIL Regulation 123 list). Documents available at www.bathnes.gov.uk/developercontributions The deadline for responses is 25 April 2019.

11. BIENNIAL INSPECTION OF ST MARY'S CHURCHYARD

To receive a report from members of the Churchyard Safety Group regarding the biennial inspection of St Mary's Churchyard and to agree any recommended actions. A copy of the inspection record sheet is available on the Councillors SharePoint page.

12. REGISTER OF ASSETS

To review the Council's Register of Assets (items valued over £100). A proposed revised Register of Assets is in the Councillors Sharepoint Page, suggesting the removal of the old PC and the addition of a new office PC.

13. CODE OF CONDUCT

To review and update the Council's Code of Conduct, last reviewed September 2014. A proposed revised Code of Conduct is on the Councillors SharePoint page.

14. ABUSIVE, PERSISTENT OR VEXATIOUS COMPLAINTS POLICY

To consider adopting the SPC Abusive, Persistent or Vexatious Complaints Policy. A draft version of the proposed policy is available on the Councillors SharePoint page.

15. DIGNITY AT WORK POLICY

To consider adopting the draft SPC Dignity at Work Policy. The Dignity at Work Policy does not form part of and is not intended to vary the contract of employment. A draft version is available on the Councillors SharePoint page.

16. DISCIPLINARY AND GRIEVANCE POLICY

To consider adopting the draft SPC Disciplinary and Grievance Policy. A draft version is available on the Councillors SharePoint page.

17. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

To receive any reports from Link Members on external organisations.

18. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

To receive any reports of urgent information from Parish Councillors.