

SALTFORD PARISH COUNCIL

5th December 2017

AGENDA

1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 7 November 2017 (draft copies are available on the website and printed copies will be available 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. Minutes - To receive and confirm as a correct record the minutes of the Planning Committee meeting held on 21 November 2017 (draft copies are available on the website and printed copies will be available at the meeting).

b. New Planning Applications - To consider the following planning applications in respect of which Bath & North East Somerset Council has invited comments. Plans will be on display at the meeting and are [available online](#).

Revised plans for 17/04182/FUL - 2 The Batch - Demolition of a modern porch and construction of side and rear extensions. Relocation and reconstruction of existing dormer - Mr Campbell

17/05738/FUL - Saltford Lawn Tennis Club Wedmore Road - Demolition of existing clubhouse building and construction of new single storey clubhouse - Peter May

c. Decisions and Appeals – To note any decisions and any appeals to the Planning Inspector made in respect of Saltford planning applications.

d. Planning items of urgent information – To receive any reports of urgent information related to planning matters.

9. FINANCIAL MATTERS

a. Monthly Financial Report – To receive the monthly financial report for November 2017 (the report is 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 the month of December 2017 as listed on the schedule (the schedule is on the Meetings Dates Agendas & Minutes page of the website).

c. Saltford Community Association grant – To consider making a grant of £4040 to Saltford Community Association towards the Wansdyke Room ceiling replacement and installation of new LED panel lighting (budget heading Miscellaneous Grants / Council Led Schemes / Youth Service). The grant application is online in the Councillors Area under Supporting documents for meetings.

d. Society of Local Council Clerks membership – To consider authorising expenditure of £147 to renew the Clerk's membership of the Society of Local Council Clerks for 2018 (budget heading General Administration).

e. Draft budget 2018/19 – To consider the draft budget for 2018/19 which has been discussed informally, prior to formal agreement of the precept requirement at the January 2018 Council meeting. The draft budget 2018/19 is online in the Councillors Area under Finance.

10. CHURCHYARD WALL SURVEY

To consider two quotations received to undertake a survey of the boundary walls around St Mary's churchyard and agree which company will be asked to do the survey (budget heading Churchyard Special Maintenance Projects). The two quotes are online in the Councillors Area under Churchyard.

11. CHURCHYARD HEADSTONE SAFETY

Cllr Chris Warren to propose repair work to 5 headstones and to consider a quotation for the repair work which is online in the Councillors Area under Churchyard. To authorise any expenditure under budget heading Churchyard Special Maintenance Projects.

12. WAR MEMORIAL IMPROVEMENTS

Cllr Chris Warren to propose a gate and railings at the War Memorial and to consider a quotation which is online in the Councillors Area under Supporting documents for meetings. To authorise any expenditure under budget heading Council Led Schemes.

13. WORLD WAR ONE CENTENARY EVENT 11.11.18

Cllr Phil Harding to present emerging plans for the village WWI Centenary Event on 11.11.18. To approve the plans including engaging the services of Bath Record Office. To authorise any expenditure under budget heading Council Led Schemes.

14. EX-BT PHONE BOX: REPAIRS

Cllr Chris Warren to propose the following repairs to the phone kiosk:

Bead blast and powder coating in Pillar Box red by Keynsham Industrial Coatings at a cost of £250.

To authorise expenditure under budget heading Council Led Schemes.

15. LEAVE OF ABSENCE

To approve a further period of maternity absence from the Council for Cllr Liz Macnaughton for 6 months from December 2017.

16. CLERK FOR HOLIDAY COVER

To consider plans to recruit a Clerk to cover periods of annual leave on a self-employed zero hours basis. To delegate to the Staffing Committee and the Clerk responsibility for selection, recruitment and all employment arrangements. To approve expenditure of up to £500 to cover recruitment costs, up to 5 hours of training and 30 hours of employment at £11.054 per hour (budget heading Office Staff).

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.