

SALTFORD PARISH COUNCIL

6th February 2018

AGENDA

1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 2 January 2018 (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. FINANCIAL MATTERS

a. Monthly Financial Report – To receive the monthly financial report for January 2018 (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 February 2018 as listed on the schedule (the schedule is on the *Meetings Dates Agendas & Minutes* page of the website).

9. SALTFORD POST OFFICE / LIBRARY PROJECT

To consider a request from Chris Essex and John Davies of Saltford Community Association

(SCA) for a financial contribution in the current year and subsequent years, to the combined Post Office/Library project, subject to the group being able to get the project off the ground. To agree any current expenditure under budget heading Office Accommodation or Council Led Schemes.

To review 2018/19 budget headings and amounts under budget headings in view of any contribution agreed.

10. REQUEST FOR BENCH AT SHOP PARADE

To consider a request from an elderly local resident for a bench to be installed at the shop parade. It was suggested that the best location for a bench might be between the notice boards, on B&NES land. The location would need to be agreed by B&NES Council. B&NES Council's Parks Department runs a process for bench adoption agreements. They would supply a bench and maintain it for 10 years at a one off cost of £1400. This includes installation and bi-annual (2 year alternating) maintenance which includes sanding down and re-varnishing. The resident who made the request has offered to contribute to the cost. To agree any expenditure under budget heading Council Led Schemes.

11. CHURCHYARD GROUNDS MAINTENANCE MARCH 2018 TO FEBRUARY 2019

To agree which contractor will be asked to undertake the regular churchyard grounds maintenance for the year from 1 March 2018 according to the specification agreed in January. Quotations have been received from 3 organisations and are online in the Councillors Area under *Churchyard*.

12. ANNUAL PARISH MEETING AND COMMUNITY AWARDS

To discuss any arrangements necessary for the 2018 Annual Parish Meeting, to be held on 3 April 2018 at 6.30 pm (preceding a Planning Committee meeting), which will include the presentation of the 2018 Community Awards.

The Community Awards nominations received will be put online in the Councillors Area after the closing date (9 February) for all councillors to review. The winners will be agreed by all councillors in a private session at the 6 March Council meeting.

13. WAR MEMORIAL ENHANCEMENTS

To review the plan for new railings and gate at the war memorial. The leaseholder of the land, B&NES Council, has yet to give approval for the work proposed. B&NES Council has asked whether Saltford Parish Council will take responsibility for the upkeep and maintenance of the new installations. B&NES Council has requested that the Parish Council informs the freeholder of the works proposed. It is assumed that planning permission would not be required for the works as the height of the railings would be less than one metre.

14. DATA PROTECTION OFFICER

To elect a Data Protection Officer in compliance with the General Data Protection Regulations (GDPR) which come into effect in May 2018. The guidance on this from National Association of Local Councils (NALC) is online in the Councillors Area under *Supporting documents for meetings*.

15. PLANNING MATTERS

- a. 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](#).

18/00206/FUL - 10 Grange Road - Erection of 1 detached dwelling - Mr & Mrs Bev Hunt

18/00129/FUL - 5 Chestnut Walk - Erection of single storey rear and 2 storey side extension together with small front porch - M Williamson

18/00030/LBA - 3 Mill Cottages The Shallows - Internal alterations to include removal of kitchen wall and entrance lobby walls, changing the location of the first floor bathroom, addition of sun pipes to the stairs and smaller bedroom and increasing the height of the smaller bedroom window - Anna Mabella Edgley

- b. Decisions and Appeals** – To note any decisions and any appeals to the Planning Inspector made in respect of Salford planning applications.

- c. Planning items of urgent information** – To receive any reports of urgent information related to planning matters.

16. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

To receive any reports from Link Members on external organisations.

17. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

To receive any reports of urgent information from Parish Councillors.