

# SALTFORD PARISH COUNCIL

## 5 February 2019

### AGENDA



#### 1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 8 January 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. **B&NES Council Definitive Map Modification Order 2019 Public footpaths BA27/79 AND BA27/80, Glenavon Farm** – To discuss the Definitive Map Modification Order served to Saltford Parish Council, which has been made to amend the definitive Map and Statement to show two footpaths at Glenavon Farm. Any objections or representations must be submitted by 1<sup>st</sup> March 2019.

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

**18/05702/FUL - Cherry Cottage Mead Lane BS31 3EP** - Erection of front gables, front balcony, and external alterations. Mr Seymour.

**19/00106/FUL - 1 Kingston Avenue BS31 3LF**. Erection of single storey rear extension and porch extension. Mr & Mrs Stuart and Victoria East.

**19/00231/TCA - 24 High Street BS31 3ED**. Hedge of Leylandii approx 25ft long - trim back to height of 2m, and remove overhang. Reg Williams.

**19/00280/VAR - 4 Chestnut Walk Saltford BS31 3BG**. Variation of condition 2 of application 18/02708/FUL (Erection of a single storey rear extension and a two storey side extension and front porch. (Resubmission). Mr Mike Boorman.

**19/00295/FUL 12 Uplands Road BS31 3JJ**. Erection of single storey rear extension and over-garage side extension. Mr Paul Wilkinson.

**19/00373/TCA The Old Chapel The Shallows BS31 3EX** Bay (A) - reduce height by 3 m, to leave height of 4 m, reduce circumference by 2 m to leave circumference of 8 m. Apple tree (B) - prune back branches by 2 m to reduce height and width. Dr Adam Smith-Collins

## 9. FINANCIAL MATTERS

a. **Monthly Financial Report** – To receive the monthly financial report for January 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 February 2019 as listed on the schedule (the schedule is on the [Meetings Dates Agendas & Minutes](#) page of the website).

c. **Registration and training costs for Certificate in Local Council Administration (CiLCA) qualification** – To consider approving in principle the cost of the Parish Clerk's CiLCA registration (£350) and CiLCA training (up to £200) at a total spend of up to £550 (Budget line: Training).

d. **Clerk training course 'Introduction to CiLCA'** – To consider authorising a spend of £20 for the Parish Clerk to attend ALCA's 'Introduction to CiLCA' course in February 2019 (Budget line: Training).

## 10. ACTIONS FOLLOWING RESPONSES TO 'THE RE-OPENING OF SALT FORD RAILWAY STATION' LETTER

To discuss any reply to Saltford Parish Council's response letter to West of England Combined Authority as sent to Cllr Tim Bowles on 29<sup>th</sup> January and cc'd in to 22 other relevant people and organisations.

[www.saltfordparishcouncil.gov.uk](http://www.saltfordparishcouncil.gov.uk)

To discuss and agree the content of a Freedom of Information request about the re-opening of Salford Railway station.

To consider creating a publicity article on the Parish Council's actions to achieve the re-opening of Salford Railway Station at its current site.

#### **11. SALT福德 PARISH COUNCIL ELECTIONS MAY 2019**

Procedural information for prospective candidates.

#### **12. CHURCHYARD GROUNDS MAINTENANCE MARCH 2019 TO FEBRUARY 2020**

To agree which contractor will be asked to undertake the regular churchyard grounds maintenance for the year from 1 March 2019 according to the specification agreed in January. Quotations have been received from three organisations (see Cllrs SharePoint folder).

#### **13. ANNUAL PARISH MEETING AND COMMUNITY AWARDS**

To discuss any arrangements necessary for the 2019 Annual Parish Meeting, to be held on 2 April 2019 at 6.30 pm (preceding a Planning Committee meeting), which will include the presentation of the 2019 Salford Parish Council Community Awards.

The Community Awards nominations received will be put online in the Cllrs SharePoint folder after the closing date (8 February) for all councillors to review. The winners will be agreed by all councillors in a private session at the 5 March Council meeting.

#### **14. ANNUAL PARISH WALK**

To agree the date for the Parish Walk 2019 (as part of Salford Festival programme), suggested date Tuesday 11<sup>th</sup> June.

#### **15. DATE FOR SALT福德 PARISH COUNCIL MAY 2019 MEETING**

Due to unavailability of Salford Hall to hold the meeting on Tuesday 14<sup>th</sup> May, and in light of the impact of 2019 elections and to allow sufficient time to summon councillors to attend the meeting, to agree a date for the May 2019 SPC meeting.

#### **16. DATA PROTECTION**

To receive an update from Cllr Jon Godfrey on progress for GDPR compliance.

#### **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.