

SALTFORD PARISH COUNCIL

5 January 2016

AGENDA

1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 1 December 2015 (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. PROPOSED USE OF PLAYING FIELD BY SALTFORD PRIMARY SCHOOL

To receive a presentation from and have a question and answer session with B&NES Council's Schools Asset Manager and Project Manager about the proposed expansion of Saltford Primary School into the playing field.

6. CHAIR'S ANNOUNCEMENTS

To receive any announcements from the Chair.

7. CLERK'S ANNOUNCEMENTS

To receive any announcements from the Clerk.

8. REPORT FROM B&NES WARD COUNCILLORS

To receive any report from B&NES ward councillors for Saltford.

9. PLANNING MATTERS

- a) **Minutes** –To receive and confirm as a correct record the minutes of the Planning Committee meeting held on 22 December 2015 (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 before the meeting and are [available online](#).

15/05641/FUL - 8 Claverton Road - Demolition of existing garage and construction of two storey side extension with single storey kitchen extension behind - Dr Tamar Freeman

- c) **Decisions** – To note any decisions made in respect of Saltford planning applications.
- d) **Planning items of urgent information** – To receive any reports of urgent information related to planning matters.

10. FINANCIAL MATTERS

- a) **Monthly Financial Report** – To receive the monthly financial report for December 2015.
- b) **Schedule of Expenditure** – To authorise all regular payments to be made during the month of January 2016 as listed on the schedule.
- c) **Budget and precept 2016/17** - To consider the draft budget for 2016/17 and agree that the precept to be levied by Saltford Parish Council for 2016/17 will be £31,672.

11. B&NES COUNCIL'S PROPOSALS FOR SALTFFORD SCHOOL

To consider emerging proposals from B&NES Council for the Saltford School new build and the implications for the adjacent public green space.

12. ALLOTMENT RENTS AND PUBLIC LIABILITY INSURANCE 2016/17

To consider renewing the public liability insurance with Shield for the 13 allotment tenants at a cost of up to £75.00 (budget heading Insurance).

To decide whether to add the cost of the tenants' public liability insurance onto the allotment tenants' rents for 2016/17.

To agree the level of allotment rents for 2016/17 to take effect from 1 April 2016. The rents for the current year (2015/16) were set at £150 per year for all plots (3 full plots at £17.65 per year and 11 half plots at £8.83 per year). Note that this year there are only 10 half plots as the greenhouse is not currently rented out.

13. SALTFFORD STATION

To consider the following proposal from Councillors Duncan Hounsell and Phil Harding:

Saltford Parish Council reminds B&NES Council of its role since 2011 as the official promoter of the station and asks B&NES Council to make effective and renewed commitment to engage with the West of England Local Transport Body, GWR and Network Rail to seek the re-opening of Saltford station and to make every effort to secure a place for Saltford station in the Metro West timetable.

Saltford Parish Council notes that the public leaflet produced by the West of England Partnership *Metro West - Investing in our local rail network* (June 2014) stated that a

Salford Station could be in Metro West phase 1 subject to the business case. Salford Parish Council therefore wishes to express its concern that B&NES Council did not seek to include Salford Station in the current Metro West timetable studies being carried out by GWR on behalf of the West of England Local Transport Body. Salford Parish Council wishes to express its dissatisfaction that reasons given for this include comments on time-table constraints which would have been better determined by Salford actually having been included in these studies.

Salford Parish Council notes that while alternatives need to be considered as part of the Department for Transport's TAG (Transport Analysis Guidance) process and also to fulfil a past resolution of B&NES Council, there remains a consensus that the existing site is the preferred site option.

14. WEST OF ENGLAND JOINT SPATIAL STRATEGY ISSUES AND OPTIONS

To agree Salford Parish Council's response to the West of England Joint Spatial Plan Issues and Options consultation (available online at <https://www.jointplanningwofe.org.uk/consult.ti>).

15. WEST OF ENGLAND JOINT TRANSPORT STUDY

To agree Salford Parish Council's response to the West of England Joint Transport Study consultation (available online at <https://www.jointplanningwofe.org.uk/consult.ti>).

16. TREE WORK ST MARY'S CHURCHYARD

To consider quotations for the tree safety work in St Mary's churchyard recommended in the Tree Risk Assessment report by All Tree Services Ltd in September 2015. To agree which contractor will be asked to do the work.

17. CHURCHYARD GROUNDS MAINTENANCE SPECIFICATION

To agree the specification for grounds maintenance at St Mary's churchyard for the year commencing on 1 March 2016. Quotations for this will then be sought and considered at the February meeting. The current year's specification is:

- Cut all the grass twice a month during the growing season.
- Time the grass cuttings to take place just prior to any occasional wedding dates which will be advised in advance.
- Strim the grass around the edges of the graves twice a month during the growing season.
- Graves to be subject to appropriate and timely weed treatment.
- Treat weeds along the footpath adjacent to the wall running from the entrance gate to the stile.
- Remove all grass and weed cuttings.
- Empty the refuse and compost bins and remove refuse and compost monthly.
- Trim the beech hedge twice during growing season.
- Clear the ivy from walls four times during winter.
- (The 'growing season' was defined as 8 months)

18. ANNUAL PARISH MEETING

To discuss arrangements for this year's annual public Parish Meeting, to be held on 5 April 2016 at 6.30pm, which will include the presentation of the 2016 Community Awards.

19. USE OF PARISH COUNCIL NOTICE BOARDS

To consider a proposal from Councillor Duncan Hounsell that the Parish Council will use its notice boards only for:

- Saltford Parish Council business
- Information from other Councils and public bodies including events when relevant to Saltford, and
- Information from other Saltford organisations in special circumstances to be determined jointly by the Chair, Vice-Chair and Clerk e.g. Saltford Festival information.

20. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

To receive any reports from Link Members on external organisations.

21. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

To receive any reports of urgent information from Parish Councillors.

22. PUBLICITY

To consider items to include in the Parish Council's page of SCAN and ideas for the next Parish Council e-newsletter.