



# SALTFORD PARISH COUNCIL

## Tuesday 5 January 2021, 7:15pm (via Zoom)

### Remote meeting via Zoom – joining information:

Topic: Saltford PC meeting - January 2021

Time: Jan 5, 2021 07:15 PM London

Join Zoom Meeting

<https://zoom.us/j/9091886269?pwd=TE9FVklIbVVhbExiUDBRRDB0cng3UT09>

Meeting ID: 909 188 6269

Passcode: 873300

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## AGENDA

### 1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 1 December 2020 (draft copy available on the [website](#) and on the screen).

### 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. Members of the public will be invited to speak by the Chair.

#### **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 COUNCIL 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:

**20/04673/FUL - 19 Claverton Road BS31 3DW.** Erection of rear second storey extension. Mr C Rosca

**20/04737/VAR - 22 Uplands Road BS31 3JJ.** Variation of condition 2 (plans list) of application 20/02694/VAR (Variation of condition 2 (Plans List) application 19/03008/VAR. (Variation of condition 2 attached to application 18/01449/FUL (Erection of 1no. 2bed single storey dwelling (resubmission))). Mr David Lamb

**20/04803/FUL - 3 Rodney Road Saltford BS31 3HR.** Erection of a bungalow. Banfield And Kelly

**20/04804/FUL - 31 Claverton Road Saltford BS31 3DW.** Erection of single storey rear extension with part double storey side and front extension. B Ford

#### **9. FINANCIAL MATTERS**

- a. **Monthly Financial Report** – To receive the monthly financial report for December 2020 (report is available 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 January 2021 as listed on the schedule (the schedule is on the [Meetings Dates Agendas & Minutes](#) page of the website).
- c. **Website Maintenance** – To retrospectively authorise a payment of £220 to iTeam Solutions for future website maintenance. (Budget heading: Publicity).
- d. **2021/22 budget and precept** - To agree the draft budget for 2021/22 (copy on Cllrs SharePoint) as final, and to agree that the precept to be levied by Saltford Parish Council for 2021/22 as £38,322, an increase of 10% on the previous year.
- e. **Level of reserves (excluding CIL Funds)** – To minute SPC's predicted level of budgeted reserves at the end of the 2021/22 year as £38,500 against an agreed minimum of £35,364 as considered and approved as part of the 2021/22 budget agreement (item 10.d).

## **10. DONATION REQUEST FROM CPRE (CAMPAIGN TO PROTECT RURAL ENGLAND)**

To discuss and agree the authorisation of a spend of £100 as a donation to the CPRE Avon and Bristol to fund their work. CPRE's request for financial support is available on Cllrs SharePoint. (Suggested budget heading: Environment).

## **11. BRISTOL AIRPORT LTD PLANNING CONSULTATION**

Bristol Airport Ltd is appealing North Somerset Council's decision to refuse planning application 18/P/5118/OUT - to discuss and agree a response.

## **12. RIVER AND RIVER SIDE**

**a. Safe access point for non-powered small boats on The Shallows** –To receive an update from Cllr Phil Harding regarding plans to create a safe access point for non-powered small boats and paddleboard users on The Shallows led by RAUCC (River Avon Users Consultative Committee). This is with a view to help prevent further erosion of the riverbank on The Shallows.

To discuss and agree any actions regarding the funding available from British Canoe's "Canoe Foundation". This funding is open to Parish Councils, community groups and local authorities, and types of projects considered include new steps or ramps as well as signage and information that promotes positive behaviour. Grants of £500-£10,000 are available, the deadline for current round of funding is 28<sup>th</sup> February 2021 (the Canoe Foundation is keen to support projects that can be completed by summer 2021).

**b. Updates on other river related matters** – to receive and note any updates on river related matters received since the previous meeting.

### **13. WHITE LINES ON HIGH STREET OPPOSITE HOMEFIELD ROAD AND HOMEFIELD CLOSE JUNCTIONS**

To discuss and agree whether to request that B&NES Council add an advisory white line on the High Street opposite the junction of Homefield Road and/or opposite the junction for Homefield Close, for safety reasons (further information in Cllrs SharePoint).

If resolved, to discuss and agree whether to offer financial assistance to B&NES Council for the costs of the white line(s). Any spend would need to be approved at a future meeting.

### **14. CHURCHYARD GROUNDS MAINTENANCE SPECIFICATION 2021**

To agree the specification for regular grounds maintenance at St Mary's churchyard for the year commencing 1 March 2021 (See draft specification on Cllrs SharePoint). Quotations for this will then be sought, to be considered at the February meeting.

### **15. ASSET CHECKING PROCEDURE AND ASSET CHECKING**

To review the asset checking procedure and assign asset checking tasks. The asset checking procedure is a twice-yearly check, to be done by specified councillors and the Clerk, of the community assets for which the Parish Council has responsibility. (Further information on Cllrs SharePoint).

### **16. EX-BT PHONE KIOSK ON NORMAN ROAD**

Further to the agreed spend of £300 to conserve and repaint the exterior of the phone kiosk, to discuss a timescale and agreed approach to achieve these works. (Images on Cllrs SharePoint).

To identify and agree a future purpose or use for the kiosk's interior and/or exterior. Any further spend required will need to be approved at a future meeting.

### **17. ALLOTMENT RENTS AND ALLOTMENT TENANTS' PUBLIC LIABILITY INSURANCE 2021/22**

To consider renewing the public liability insurance with Chris Knott Insurance for the 13 allotment tenants, with the annual policy starting on 29<sup>th</sup> January at a cost of up to £100. (Budget heading: Insurance).

To confirm the level of allotment rents for 2021/22 to take effect from 1 April 2021. (The allotment rents were agreed in January 2020 as £20 per year for a full plot and £10 per year for a half plot).

To confirm the level of allotment rents for 2022/23 to take effect from 1 April 2022.

### **18. CLIMATE EMERGENCY AND ENVIRONMENTAL INITIATIVES**

To receive updates about environmental initiatives.

### **19. DATA PROTECTION AND GDPR UPDATES**

To receive an update on progress for GDPR compliance.

## **20. PUBLICITY**

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

## **21. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES**

To receive any reports from Link Members on external organisations.

## **22. ITEMS OF URGENT INFORMATION FROM COUNCILLORS**

To receive any reports of urgent information from Parish Councillors.