

SALTFORD PARISH COUNCIL

3 July 2018

AGENDA

1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 5 June 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. PLANNING MATTERS

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

18/02473/FUL - 15 Uplands Road - Demolition of balcony, erection of new front porch and one / two storey extension to rear - Mr David Ithier

Revised information for 18/01449/FUL - 22 Uplands Road - Erection of 1 x 2-bed single storey dwelling (resubmission) - Mr David Lamb

18/02574/FUL - 44 Claverton Road West - Erection of two storey side extension - Mr James Mitchell

18/02708/FUL - 4 Chestnut Walk - Erection of a single storey rear extension and a two storey side extension and front porch (Resubmission) Mr Mike Boorman

Revised information for 18/02229/FUL - 26 Tynning Road - Erection of new dormer bungalow in rear garden - Mr & Mrs Miners

18/02765/FUL - Echo Gate 27 Rodney Road - Erection of 1 detached dwelling and garage - Mr S Phelps

18/02396/FUL - 11 Norman Road - Erection of single storey pitched roof rear extension following demolition of existing rear conservatory - Mrs Stella Hurley

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

c. 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.

d. B&NES draft Local Plan and HELAA (Housing & Employment Land Availability Assessment) – To consider and agree Salford Parish Council's response to B&NES Council's April 2018 draft HELAA. The draft response is in the Councillors' Area under *PLANNING: Salford Planning Issues*.

e. 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 June 2018 (the report is on the *Meetings Dates Agendas & Minutes* page of the website).

b. Schedules of Expenditure – To authorise all regular payments made or to be made during the months of July and August 2018 as listed on the schedules (the schedules are on the *Meetings Dates Agendas & Minutes* page of the website).

10. WORLD WAR ONE FAMILY HISTORY RESEARCH

To consider authorising a further £100 for Bath Record Office to complete a 7th WW1 family history search for a Saltford family, which came in late direct to Bath Record Office (budget heading Council Led Schemes). At the December 2017 meeting, the Council authorised expenditure of up to £700 which covered geneology research for 6 local families, which has now been completed, and a contribution to the Western Front Association for supporting the event on 11 November 2018.

11. PHONE LINE PROVIDER

To consider a proposal from Cllr Jon Godfrey that the Parish Council changes its phonenumber provider to a Voice Over IP provider whilst retaining the telephone number. This will enable the Parish Clerk to answer the telephone and check recorded messages when working from home and negate the need for a separate BT Line. To authorise expenditure of up to £20 per month to migrate the telephone number to a Voice Over IP provider (budget heading General Administration). Once active this will be offset by a reduction in costs to BT although there will be an overlap of between one and two months.

12. CASH POINT IN SALTFFORD

To consider what steps Saltford Parish Council can take to secure an ongoing cash-machine facility in Saltford following the closure of McColls from 5th August 2018.

13. SOCIAL MEDIA POLICY

To consider setting up a Saltford Parish Council social media account, which platform to use and whether to create a social media policy.

14. COMMUNITY INFRASTRUCTURE LEVY (CIL) PAYMENTS

To consider the impact on the Parish Council budget of increasing CIL payments from large developments in Saltford.

The Community Infrastructure Levy (CIL) is a tariff system that allows local authorities to raise funds from developers to contribute to the costs of providing some of the infrastructure needed for new development. The levy may be payable on development which creates net additional floor space, where the gross internal area of new build is 100 square metres or more. That limit does not apply to new houses or flats, and a charge can be levied on a single house or flat of any size, but there are exclusions, exemptions and reliefs from the levy. B&NES Council collects the levy and 15% per cent is passed directly to those parish and town councils where development has taken place (25% for parishes and towns with a Neighbourhood Plan).

B&NES Council has information on CIL at

<http://www.bathnes.gov.uk/services/planning-and-building-control/planning-policy/community-infrastructure-levy>.

Saltford Parish Council has so far received £4,084 for the development at Echo Gate

27 Rodney Road (the first of 3 instalments) and £3,128 for development at 46 Grange Road (the first 2 of 3 instalments), making a total of £7,212 in CIL payments to Salford Parish Council since August 2017. These are now being reported on separately in the monthly financial report.

15. DATA PROTECTION

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

16. PUBLIC SPEAKERS AT COUNCIL MEETINGS

To discuss and agree changes to the Council's Public Speakers Registration Sheet and Public Engagement Guidelines to bring them in to compliance with the Data Protection Act 2018. The current Public Speakers Registration Sheet and Public Engagement Guidelines are in the Councillors' Area under *Supporting documents for meetings*, and Cllr Jon Godfrey will present draft revised versions at the meeting.

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.

19. PUBLICITY

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