

SALTFORD PARISH COUNCIL

5 June 2018

AGENDA

1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 1 May 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 Bath & North East Somerset Council has invited comments. Plans will be on display at the meeting and are [available online](#).

18/01737/CLEU - Avon Farm Avon Lane - Use of Tythe Barn, Stable Cottage, Meadow View, River View and the Dove Cote at Avon Farm as 5 dwelling houses (Certificate of Lawfulness of Existing Use) - Mr Clive Franklin

18/01509/OUT - Land Parcel 9000 Bath Road Keynsham - Residential and related development comprising approximately 200 dwellings, replacement Sports Pitch to

facilitate expanded Primary School, means of access thereto, associated open space, landscaping, access roads, footways/cycleways and infrastructure works - McTaggart & Mickel Homes Ltd

18/01990/FUL - 15 High Street - Erection of second storey extension over kitchen and additional single storey rear extension - Mr Nick Sladek

18/02079/FUL - Holly Barn Norman Road - Installation of 2 windows in Ruby Barn and blocking up of the north window, installation of 4 rooflights and 2 windows in Holly Barn and replacement of all existing windows with PVC-U - Mrs Claire Selwood

18/02110/CLEU - 2 Haselbury Grove - Stationing of a mobile home for the purposes of providing ancillary accommodation to 2 Haselbury Grove - Mr Andrew Tooke

18/01458/LBA - 4 Mill Cottages The Shallows - Internal and external alterations to replace the wooden single glazed windows with like for like wooden framed double glazed windows and to replace the wooden front door with like for like wooden front door - Mrs Diane Chappell

18/02229/FUL - 26 Tynning Road - Erection of bungalow in rear garden following demolition of existing house - Mr & Mrs Miners

Revised plans for 18/01307/RES - Land Parcel 7200 Bath Road Keynsham - Reserved matters for consideration of layout, scale, appearance and landscaping for 250no. dwellings pursuant to permission 16/00850/OUT for residential and related development comprising approximately 250 dwellings, new Primary School with associated outdoor playing facilities, means of access thereto, associated open space, landscaping, access roads, footways/cycleways and infrastructure works. - Crest Nicholson (South West) Ltd

Revised plans for 18/01308/FUL - Land parcel 7700 Bath Road Keynsham - Erection of 11 dwellings with access from Bath Road (via access approved under outline permission 16/00850/OUT) and associated works - Crest Nicholson (South West) Ltd

18/02326/FUL - Rosemere Homefield Road - Erection of a dwelling and gate house following the demolition of an existing dwelling - Helen Franklin

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. 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 May 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 June 2018 as listed on the schedule (the schedule is on the *Meetings Dates Agendas & Minutes* page of the website).

c. Website Security Encryption – To authorise expenditure of £175.00 to add Security Encryption to the Saltford Parish Council web site as part of our GDPR requirements (budget heading Administration).

d. Funeral wreath – To authorise expenditure of £35.00 on a funeral wreath for John Dunford, previous Parish Councillor (budget heading Council Led Schemes).

e. Annual accounts 2017/18 – To receive the annual accounts for 2017/18 (in the Councillors Area under *Supporting documents for meetings*).

f. Internal audit of 2017/18 – To receive the report of the internal audit of 2017/18 and note that there are no recommendations for action (in the Councillors Area under *Supporting documents for meetings*).

g. Annual Governance and Accountability Return (AGAR) 2017/18: Governance Statement – To approve and the Chair to sign the annual Governance Statement 2017/18 (section 1 of AGAR in the Councillors Area under *Supporting documents for meetings*).

h. Annual Governance and Accountability Return (AGAR) 2017/18: Accounting Statement – To approve and the Chair to sign the annual Accounting Statement 2017/18 (section 2 of AGAR in the Councillors Area under *Supporting documents for meetings*).

10. MEAD LANE MOORING AND PARKING

To consider the following motion proposed by Cllr Phil Harding:

Saltford Parish Council regrets the withdrawal by B&NES Council in April of the January 2018 agreement made with residents and the Parish Council on mooring limits for 2018 following the 2017 Mead Lane mooring trial. Saltford Parish Council is of the opinion that the problems associated with overstay moorings, misuse of the riverbank, and obstructive parking in Mead Lane would not have arisen if B&NES Council, as the riparian owner, enforced mooring limits and dealt appropriately with misuse of the riverbank at this prime riverside location previously enjoyed by a wide range of stakeholders.

Saltford Parish Council requests that B&NES Council:

- (i) introduces enforcement of mooring limits etc. in Mead Lane as a matter of urgency, and
- (ii) commences dialogue with residents and the Parish Council in working towards implementing a programme of mooring measures and vehicle parking solutions for Mead Lane that is acceptable to residents as a matter of priority.

11. WEDMORE ROAD CAR PARK

To consider the reply from B&NES Council's Property Services (in the Councillors Area under *Supporting documents for meetings*), and agree any further action.

12. BRISTOL AIRPORT CONSULTATION

To consider Bristol Airport's public consultation *Towards 2050* and agree any response from Saltford Parish Council by 6 July 2018. The consultation is online at <https://www.bristolairportfuture.com/> and includes a Charter for Future Growth in five key areas: aviation, economic impact, Green Belt, sustainable growth and surface access, ahead of a planning application to increase capacity to accommodate 12 million passengers a year.

13. VILLAGE WALK RISK ASSESSMENT

To approve the risk assessment for the annual parish walk taking place on 12 June starting at 7.00 pm at The Shallows car park. The risk assessment is in the Councillors Area under *Supporting documents for meetings*.

14. CHURCHYARD WALL REPAIRS

To consider two quotations received for the repairs to the churchyard walls recommended in the survey by Clegg Associates in February 2018, and to agree which to accept. The survey is in the Councillors Area under *Churchyard*, and the two quotations are in the Councillors Area under *Supporting documents for meetings*.

15. PARISH CLERK RECRUITMENT

To discuss and agree the recruitment of a replacement permanent Parish Clerk and Responsible Financial Officer. To authorise any additional expenditure for the new Clerk to work in parallel with the current Clerk (who retires at the end of July 2018) for one or two weeks. A maximum additional expenditure of £500 is suggested (budget heading Office Staff).

16. LOCAL GOVERNMENT PENSION SCHEME

Avon Pension Fund has requested that Saltford Parish Council demonstrates that it is in compliance with the Local Government Pension Scheme Regulations. To agree one or both of the following resolutions:

As from 5 June 2018, all current employees are designated as eligible to become members of the Local Government Pension Scheme.

As from 5 June 2018, all future employees are designated as eligible to become members of the Local Government Pension Scheme.

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.