

SALTFORD PARISH COUNCIL

6th March 2018

AGENDA

1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 6 February 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 and to discuss with ward councillors current issues affecting 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](#).

18/00592/FUL - 68 Manor Road - Erection of single storey side and rear extension and loft conversion with raising of roof ridge height and installation of rear dormer window/balcony, side velux windows and solar panels to front roof elevation - Mr & Mrs Gary Graveling

18/00639/FUL - 87 Grange Road - Erection of single storey garage extension to front elevation - Mr & Mrs Keith Batchelor

18/00679/FUL - Dryleaze Bath Road - Erection of two storey side extension and loft conversion with front dormer window following removal of existing conservatory - Mr & Mrs Mallon

18/00627/FUL - Paddock Norman Road - Construction of riding arena - Mr & Mrs Kendrick

18/00515/FUL - Glenavon Farm 331 Bath Road - Creation of an 18-hole Adventure Experience golf facility including car parking, ancillary theme props and kiosk - Adventure Experience Ltd

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

c. 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 February 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 March 2018 as listed on the schedule (the schedule is on the *Meetings Dates Agendas & Minutes* page of the website).

c. Saltford Football Club application for financial assistance – To consider an application for financial assistance from Saltford Football Club to install a new barrier (the application is online in the Councillors Area under *Supporting documents for meetings*). The amount requested is £3407.50. To authorise any expenditure under budget heading Miscellaneous Grants.

10. PROPOSAL FROM B&NES COUNCIL TO GRANT A LEASEHOLD INTEREST OF WEDMORE ROAD CAR PARK

To consider B&NES Council's offer to grant a 10 or 20 year lease to the Parish Council for Wedmore Road car park. The proposed terms would be that all ongoing maintenance liabilities and responsibilities would pass to the Parish Council for the duration of the lease, and that the Parish Council would remain obliged to continue operating the facility as a public car park. The offer letter from B&NES is online in the Councillors Area under *Supporting documents for meetings*.

11. REQUEST FOR BENCH AT SHOP PARADE

To consider a request from an elderly local resident for a bench to be installed at the shop parade. At the February meeting it was agreed to review this request at a later stage in view of the closure and possible relocation of the Post Office. However the resident has asked

that this request is considered separately from the future of the Post Office, as the need for seating is at the shop parade.

B&NES Council's Parks Department runs a process for bench adoption agreements under which they would supply a bench and maintain it for 10 years at a one off cost of £1400. The resident who made the request has offered to contribute to the cost.

To agree any expenditure under budget heading Council Led Schemes.

12. TRAFFIC AND SAFETY IN HIGH STREET

To discuss and update the safety risks associated with the narrow "pinch point" in High Street following the correspondence with Mr. Halton, B&NES and our Ward Councillors.

13. WAR MEMORIAL ENHANCEMENTS

To review the plan for new railings and gate at the war memorial. The leaseholder of the land, B&NES Council, has now given approval for the work proposed, subject to the following being confirmed:

- Is the Parish Council satisfied that the views of the local community have been taken on board?
- Will the proposal in any way restrict the current access to the memorial site and in particular make access any more difficult for wheelchair users?
- Has the Parish Council liaised with the freeholder?

14. WORLD WAR ONE CENTENARY EVENT 11.11.18

To discuss and agree arrangements for the World War One Centenary event to be held on 11.11.18.

15. CHURCHYARD WALL SURVEY REPORT

To consider the survey report of the churchyard walls undertaken by Clegg Associates (the report is online in the Councillors Area under *Supporting documents for meetings*). To consider any actions necessary.

16. COVER CLERK TRAINING

To consider the training required for the Cover Clerk and if necessary to authorise further expenditure under budget heading Office Staff (£500 was authorised in December 2017).

17. GDPR UPDATE

Cllr Jon Godfrey to update the Council on progress with General Data Protection Regulations (GDPR) compliance and to discuss the Council's policies and procedures which will be affected.

18. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

To receive any reports from Link Members on external organisations.

19. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

To receive any reports of urgent information from Parish Councillors.

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. RESOLUTION TO EXCLUDE THE PUBLIC

To pass a resolution that in accordance with Standing Order 1 c, in view of the confidential nature of the business about to be transacted, it is advisable that the public be temporarily excluded and they are instructed to withdraw.

22. SALTFFORD COMMUNITY AWARDS 2018

To agree the recipients of the Parish Council Community Awards 2018 (all 9 nominations are online in the Councillors Area under *Supporting documents for meetings*).

To authorise expenditure of up to £600 on the Community Awards winners' chosen Saltford group, project, cause or charity, and on printing winners' certificates (budget heading Council Led Schemes).