

# SALTFORD PARISH COUNCIL

## 4 November 2014

### AGENDA

#### 1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 7 October 2014 (draft copies have been sent to Members).

#### 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 Parish Council matters, limited to three minutes per person.

#### 5. CHAIR'S ANNOUNCEMENTS

To receive any announcements from the Chair.

#### 6. PLANNING MATTERS

- a) **Minutes** - To receive and confirm as a correct record the minutes of the Planning Committee meeting held on 21 October 2014 (copies are enclosed for Members).
- 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.

**14/04570/FUL** - 24 Boyd Road - Erection of single storey rear extension  
(Resubmission) - Mr & Mrs Smee

**14/04724/FUL** - 17 Morgan Close - Erection of replacement porch - Mrs S Barker

- 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.

#### 7. FINANCIAL MATTERS

- a) **Monthly Financial Reports** – To receive the monthly financial report enclosed for

Members.

- b) **Schedule of Expenditure** – To authorise all payments to be made during the month of November 2014 as listed on the schedule enclosed for Members.

## 8. **CERAMIC POPPIES AT THE WAR MEMORIAL**

To consider authorising expenditure of £50 (budget heading S137) on ceramic poppies to be 'planted' at the War Memorial with a sign that explains about the names listed.

To consider the following suggestions from the Scouts for the poppies after Remembrance Day:

- Poppies stay at the memorial as a 'permanent' commemoration (accepting risk of theft and damage through weather/vandalism)
- The Scouts offer them (as per the Tower of London) for individuals to 'purchase' via a charitable donation.

## 9. **SALTFORD STATION CAR PARKS**

To consider the following proposals from Cllr Reg Williams:

- a) Saltford Parish Council supports the principle of re-opening the old railway station in Saltford, but opposes any options to create car parks to service the station on the existing green belt around the village.
- b) Saltford Parish Council suggests that consideration be given to constructing a multi-level car park at the western end of the station yard, if required, to blend in with the surrounding scenery and provide adequate parking for the station.

## 10. **CHURCHYARD WALL REPAIRS – SOUTH WALL**

To receive a report on the re-building of the south wall of the churchyard.

To note that £600 (budget heading Churchyard Special Maintenance Projects) was authorised as an emergency measure under the Council's Financial Regulations to re-build an extra 2 metres of the south wall which was found to be unstable.

To authorise a further £200 (budget heading Churchyard Special Maintenance Projects) to cover the re-building of the extra 2 metres of the south wall. This extra 2 metres would have cost £1250, instead of £800, if it had had to be done on a return visit.

## 11. **BUDGET 2015/16**

To consider holding an informal budget discussion at 6.30pm prior to the formal Council meeting on 2 December 2014, and to ask the Clerk to prepare a draft specimen budget for information and discussion purposes.

## 12. **B&NES HIGHWAY MAINTENANCE PROGRAMME 2015/16**

To agree the Parish Council's suggestions for B&NES Highways Maintenance programme 2015/16. Last year the Parish Council requested that the following roads in Saltford were included for repair in 2014/15 as top priorities:

1. Norman Road
  2. Stratton Road
  3. Anson Close
- Other roads:  
Claverton Road West  
Hinton Close  
Lansdown Road  
Morgan Close

Stratton Road and Norman Road were re-surfaced in 2014/15.

### **13. SALT FORD COMMUNITY AWARDS 2015**

To review the Community Awards scheme 2014 and to consider the arrangements for the Community Awards 2015, including inviting nominations by the end of February 2015 (descriptions of the proposed scheme and nomination forms are enclosed for Members).

To consider how to encourage nominations for the Young Person of the Year Award.

To consider whether the Awards ceremony should take place at the time of the Annual Parish meeting in April 2015.

### **14. PREVIOUSLY PERMISSIVE PATHS**

To receive a report from Cllr Duncan Hounsell on the progress of plans to reinstate the previously permissive paths.

### **15. DEFIBRILLATOR GUARDIANSHIP**

To consider asking Davies and Way, on whose wall the defibrillator is currently located, to act as 'Guardians' and to undertake the regular checks that are required which are currently done by the Parish Council.

### **16. ALLOTMENT TENANCY AGREEMENTS**

To consider amending the allotment tenancy agreements to include a statement about tenants' liability for their own negligence. The following new clause is proposed to be inserted after 7.k):

The Tenant shall  
7.l) accept liability for their own negligence.

### **17. STANDING ORDERS**

To consider a proposal from Cllr Adrian Betts that the following be added to Section 1 of the Parish Council's Standing Orders:

- 1z A Councillor using the title Councillor who has or intends to distribute orally or in writing a personal press release, website article, public letter, statement or similar relating to the business of the Parish Council or of a Parish Councillor must make it clear in such correspondence, as far as is possible, that the views expressed are his or hers only and not the view of the Council as a whole.

**18. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**

To receive reports from Members representing the Parish Council on other organisations.

**19. PUBLICITY**

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

**20. CLERK'S TRAINING COURSES**

To consider approving the following expenditure on the following training courses for the Clerk (budget heading Training):

Society of Local Council Clerks Digital Engagement course, Swindon, 25 November 2014 - £145 plus travel expenses (approximately £10).

CILCA training day on General Power of Competence, Taunton, March 2015 - £65 plus travel expenses (approximately £14), plus £30 fee to SLCC to submit CILCA Section 7.

**21. ITEMS OF URGENT INFORMATION**

To receive any reports of urgent information.