

# SALTFORD PARISH COUNCIL

## 1 November 2016

### AGENDA

#### 1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 4 October 2016 (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. **Minutes** – To receive and confirm as a correct record the minutes of the Planning Committee meeting held on 18 October 2016 (draft copies are available on the website and printed copies will be available at the meeting).
- 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 at the meeting and are [available online](#).

**16/05118/AR** - Saltford Motor Services 491 Bath Road - Display of 1 non-illuminated free standing sign and 4 flags to north west elevation - Saltford

- c. **Decisions** – To note any decisions made in respect of Saltford planning applications.
- d. **Conservation Area Character Appraisal** – To receive a report from the working party set up at the October meeting to consider the draft Saltford Conservation Area Character Appraisal which was issued by B&NES for informal consultation, prior to full public consultation.
- e. **West of England Partnership Joint Spatial and Transport Plans Consultation -** To consider an initial response by Saltford Parish Council to these proposals as they affect Saltford. The consultation is due to run from 7 November to 19 December and will be available online at <https://www.jointplanningwofe.org.uk>. This will also be on the December Parish Council agenda.
- f. **West of England Partnership Joint Spatial Plan Working Group -** To agree which Parish Councillors will represent the Parish Council at the West of England Joint Spatial Plan working group for Keynsham and Saltford, scheduled for 30 November at 6pm, to which the Parish Council has been invited to send up to two representatives.
- g. **Planning items of urgent information** – To receive any reports of urgent information related to planning matters.

## 9. FINANCIAL MATTERS

- a. **Monthly Financial Reports** – To receive the monthly financial report for October 2016 (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 November 2016 as listed on the schedule (the schedule is on the Meetings Dates Agendas & Minutes page of the website).
- c. **Saltford District Guides grant application** – To consider making a grant to Saltford District Guides who are requesting a contribution towards a new heating system (total cost £2,500) for the guide hut in Lansdown Road (budget heading Miscellaneous Grants). The application form, covering letter and quote for the work required is online in the Councillors Area of the website under Supporting documents for meetings.
- d. **ALCA Information Governance training** – To authorise expenditure of £30 on the Clerk's attendance at ALCA's Information Governance training session on 21 October, plus £17.50 travel expenses (budget heading Training).

## 10. MEAD LANE MOORINGS

To receive a presentation from B&NES Council officers on emerging mooring and transport solutions for Mead Lane. A temporary mooring trial has been agreed with a combination of 48 hour and 14 day moorings, to be reviewed after 12 months. Details of the signage and the location of the proposed mooring durations are online in the Councillors Area of the website under Supporting documents for meetings. The signage is

to be installed on 8 November along with notices requesting the removal of the unauthorised “no mooring” signage.

#### **11. B&NES TRAFFIC REGULATION ORDER REF. PEV 12224/KG**

To consider B&NES Council’s proposed traffic regulation order to introduce no parking at any time in lengths of Beech Road, Manor Road, Tynning Road and Rodney Road, and agree the Parish Council’s response to B&NES Council which is required by 10 November 2016. B&NES Council’s notice and plans are online in the Councillors Area of the website under Supporting documents for meetings.

#### **12. SALTFORD PARISH COUNCIL COMMUNITY AWARDS 2017**

To agree the categories, procedure and format for nominations for the 2017 Community Awards, the winners of which will also be put forward for the B&NES Chairman’s Awards. The proposed procedure is online in the Councillors Area of the website under Supporting documents for meetings.

#### **13. HIGHWAYS MAINTENANCE**

To agree which streets in Saltford should be prioritised and recommended for inclusion in B&NES Highways Maintenance programme for 2017/18. Last year the following were recommended and we did not receive a response from B&NES as to whether they would be included in the programme for 2016/17:

1. Claverton Road (especially in front of the school)
2. Justice Avenue
3. Claverton Road West (the part not done earlier in 2015).

#### **14. BT CONSULTATION ON RED HERITAGE PHONE BOX**

To consider the consultation from British Telecom (via B&NES) about the pay phone at the corner of High St and The Shallows, and agree a response to B&NES by 25 November. The Council is being asked to choose one of the following options:

- Adopt the telephone box
- Object to the removal of the telephone box
- Support the removal of the telephone box

(BT’s letter to B&NES, and a link to BT’s Adopt-a-Kiosk brochure is in the Councillors Area of the website under Supporting documents for meetings).

#### **15. ACTION FOLLOWING CHURCHYARD TREE REPORT**

To consider any action that is required following the inspection report of the trees in the churchyard undertaken by All Tree Services in September 2016 (the report is online in the Councillors Area of the website under Churchyard).

#### **16. MANOR ROAD PLAYING FIELD**

To consider a proposal from Cllr Adrian Betts that the Parish Council requests that B&NES Council amends the agreed hours that the school will use the local green space.

## **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.