

SALTFORD PARISH COUNCIL

5 November 2019, 7:15pm, Saltford Hall



AGENDA

1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 1 October 2019 (draft copy available on the [website](#) and on the screen 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. **Decisions and Appeals** – To note any decisions and any appeals to the Planning Inspector made in respect of Saltford planning applications.
- b. **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.
- c. **Planning items of urgent information** – To receive any reports of urgent information related to planning matters.
- d. **Planning applications** - To consider the following planning applications in respect of which B&NES Council has invited comments. Plans are [available online](#) and can be displayed on a screen at the meeting:

19/04127/OUT - 7 Camerton Close Saltford BS31 3BT. Outline application for the erection of new dwelling on land between 6 & 7 Camerton Close with revised parking arrangements to numbers 6 & 7 (Resubmission). Mr & Ms Kinnerson & Versino

19/04224/TCA - Firbank House 32 High Street Saltford BS31 3EJ. Blue cedar (T1) - Prune. Cypress tree (T2) - Hedge Trim. Yew (T3) - Crown reduce and light thin. 2 No. Silver Birch (T4) - Prune. Laurel (T5) - Reduce height and hedge trim. Beech Hedge (T6) - Height reduction between 2 - 3 metres and prune. Dr Andrew Tometzki

19/04245/FUL - 525 Bath Road Saltford BS31 3HH. Erection of two storey side extension and single storey rear extension. Mr & Mrs Reeves

19/04441/FUL - 6 Mill Cottages The Shallows Saltford BS31 3EY. Erection of garden gates (Retrospective) Mandy Mabbs

19/04439/FUL - 9 Cavendish Close Saltford BS31 3LH. Erection of single storey rear extension following removal of conservatory. Mr & Mrs D Carr

19/04493/FUL - 29 Claverton Road Saltford BS31 3DW. Erection of rear and side extensions with dormer to roof and alterations the front elevation and new driveway. Mr Mustafa Uddin

9. FINANCIAL MATTERS

a. Monthly Financial Report – To receive the monthly financial report for October 2019 (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 November 2019 as listed on the schedule (the schedule is on the [Meetings Dates Agendas & Minutes](#) page of the website).

c. ICT contingency planning – To authorise expenditure of up to £100 for IT contingency and risk planning (Budget heading: General Admin. Expenses).

d. Vision ICT domain renewal – To authorise expenditure of £66 to Vision ICT for the biennial fee for .gov.uk domain renewal December 2019 to November 2021 (Budget heading: Publicity)

e. Hazel tree work at St. Mary's Churchyard - To authorise expenditure of up to £50 to SPC's assigned tree work contractor to reduce a hazel tree to ground level and disposal costs (Budget heading: Churchyard Special Maintenance Project).

f. Councillors Expenses – In line with section 4.2 of the Financial Regulations, to authorise expenditure of £21.09 to Phil Harding for printer cartridges (Budget heading: Cllrs Expenses).

10. VE DAY 75 - TREE PLANTING

Cllr Phil Harding to report on a meeting with Curo and the SCA regarding tree planting in front of Saltford Hall to commemorate VE Day 75.

To consider sharing costs with Curo and Saltford Community Association for two oak trees, ground preparation and tree planting.

11. SALTFFORD PARISH COUNCIL COMMUNITY AWARDS 2019

To consider the criteria and process for making the 2020 awards (information available on Cllrs SharePoint)

12. CHURCHYARD INSPECTION AND MEMORIAL SAFETY CHECK

Cllr Chris Warren to report on the annual churchyard memorials safety check including actions recommended to unsafe headstones and the biannual inspection of the churchyard (Reports available on Cllrs SharePoint).

13. RE-OPENING SALTFORD STATION – EVENT TO MARK 50 YEARS SINCE CLOSURE

To discuss and agree hosting a talk on 5th January 2020 about the history of Saltford Station and SPC's efforts towards its re-opening. To agree who to invite from key bodies and organisations.

14. MEAD LANE RIVERBANK STABILISATION 2005

To discuss and agree a representation to B&NES Council concerning the new information dated 20.10.2019 from Saltford Environment Group (information available on Cllrs SharePoint).

15. HIGHWAYS MAINTENANCE 2019/20

To agree which roads in Saltford should be prioritised and recommended for inclusion in B&NES Highways Maintenance programme for 2020/21.

For 2019/20 the following were recommended:

1. Mead Lane
2. Layby on Manor Rd (parking layby in front of c.39,41,43 and 45 Manor Road BS31 3AB)
3. Trenchard Road (top of cul-de-sac)

16. COMMUNITY SAFETY MEETING

To discuss and agree any actions regarding emergency planning and response, including hosting a local meeting in January with community leaders to raise awareness, increase knowledge, audit local resources and check accuracy of information on places of safety.

17. B&NES COUNCIL STANDARDS COMMITTEE ANNUAL REPORT 2018-19

To consider the annual report of the B&NES Council standards committee which covers Parish Councils (copy [here](#)) and to note the advice issued regarding harassment and bullying (copy [here](#)).

18. PUBLICITY

To consider items to include in the next Parish Council e-newsletter.

19. CLIMATE EMERGENCY AND ENVIRONMENTAL INITIATIVES

To receive updates about environmental initiatives.

20. DATA PROTECTION AND GDPR UPDATES

To receive an update on progress for GDPR compliance.

21. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

To receive any reports from Link Members on external organisations.

22. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

To receive any reports of urgent information from Parish Councillors.