

# SALTFORD PARISH COUNCIL

## 6 October 2015

### AGENDA

#### 1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 1 September 2015 (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 a 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 22 September 2015 (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 before the meeting and are [available online](#).

**15/04102/FUL** - 14 Kingston Avenue - Erection of porch to front elevation - Mr & Mrs Oliver

- c) **Decisions** – To note any decisions made in respect of Salford planning applications.
- 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 September 2015 which has been sent to members.
- b) **Schedule of Expenditure** – To authorise all regular payments to be made during the month of October 2015 as listed on the schedule which has been sent to members.
- c) **Remembrance Day wreath** – To consider authorising expenditure of up to £20 on a Remembrance Day wreath (budget heading S137).
- d) **Website hosting and support** – To consider authorising expenditure of £242 to Vision ICT for annual website hosting and support (budget heading Publicity).
- e) **Notice boards** – To consider authorising further expenditure of up to £260 for two new A Max S notice boards from Greenbarnes, including a header, delivery and installation (budget heading Publicity).
- f) **Laptop** - To consider authorising expenditure of £325 on a new laptop (budget heading Office Equipment).
- g) **Lockable cabinet** - To consider authorising expenditure of £40 on a lockable cabinet (budget heading Office Equipment).
- h) **Keynsham & District Dial a Ride (KDDAR) grant application** – To consider authorising expenditure of £500 on two sets of heavy duty wheelchair restraints for KDDAR (budget heading Miscellaneous Grants).
- i) **Allotment site rubbish clearance** – To note expenditure of £150 on clearing further rubbish on the allotment site which has already been authorised under Financial Regulations for urgent matters (budget heading Allotments Maintenance).

## 10. SALTFRD PRIMARY SCHOOL PROPOSED NEW BUILD

To consider the proposal that Salford Parish Council asks B&NES Council to provide an urgent update on its plans for an additional block at Salford Primary School, including answers to the following questions:

- When is a planning application likely to be ready for public consultation?
- What location and what amount of land in the public open space adjacent to the school will be sought by B&NES Council in order to comply with recommendations for the amount of playing field required by the school?
- If additional school playing field area is sought within the existing public open space what proposals are there for a) maintaining the security needs of the school and b) maintaining public access?

## **11. FENCED "BADGER" AREA BY CLAVERTON ROAD PLAYING FIELDS**

To consider the proposal that Saltford Parish Council asks B&NES Council to make explicit the planned future use and long-term status of the surface of the newly fenced "badger area".

Saltford Parish Council asks B&NES Council these questions:

- Will the public ever have access again to this area?
- Will this area be considered a permanent part of the estate of Saltford Primary School?
- Is the current metal fencing temporary or permanent?
- Has a barrier been placed to a depth at the "badger area" boundary adjacent to the houses in Claverton Road to prevent the badger sett expanding into gardens as indicated in a presentation by B&NES officers?

## **12. PARKING ISSUES**

To consider the following recommendations of the Parking Working Party:

Saltford Parish Council agrees that residents of Saltford and commuters to Saltford be asked by the Parish Council for their information, views, and suggested solutions to parking issues in and around Saltford under the headings of:

- Possible parking regulations or measures in the interest of public safety
- The provision and possible control of short stay parking
- The provision and possible control of long stay parking
- Opportunities to increase parking provision in Saltford and to make better use of existing parking space
- Changing parking behaviour
- Encouraging less car use in Saltford
- Other ideas

Saltford Parish Council approves the following terms of reference of the working party on Parking Issues in Saltford:

The objectives of the working party are to:

- Collate the information, views, and suggested solutions from members of the public and councillors to parking issues in and around Saltford
- Investigate parking solutions in other areas
- Recommend to the full Parish Council a set of proposals as a basis for making representations to B&NES Council and other bodies for action on parking issues in and around Saltford
- The working party to complete its work by March 2016.

## **13. SALTFFORD STATION**

To consider a proposal from Cllr Duncan Hounsell that Saltford Parish Council asks that the leader of B&NES Council, Cllr Tim Warren, and the Cabinet member for Transport, Cllr Tony Clarke, be invited to address the Parish Council in closed session on the present B&NES Council's policy and progress regarding the re-opening of Saltford Station at the Parish Council's January 2016 meeting.

## **14. B&NES DRAFT LOCAL FLOOD RISK MANAGEMENT STRATEGY**

To consider a proposal from Cllr Phil Harding that the Parish Council responds to B&NES Council's draft Local Flood Risk Management Strategy (online at <http://www.bathnes.gov.uk/services/your-council-and-democracy/consultations> and open until 26 October) as follows:

(a) we welcome the draft strategy but as investment in flood prevention measures saves costs

associated with flood damage including the reduction in interruptions to business activity reassurance is needed that the funding to implement the necessary maintenance and other works to mitigate flooding will be given sufficient priority;

(b) we ask what resources are available to support Local Flood Representatives (Objective 2a);

(c) we ask whether as an alternative to a Local Flood Representative, where one is not identified or forthcoming, a Parish or Town Council, for example, might have a role as an information portal for receiving and passing on flood prevention maintenance issues to the relevant authorities.

## **15. LITTER / DOG WASTE BIN REQUEST**

To consider a proposal from Cllr Duncan Hounsell that a request is made to B&NES Council for the installation of a bin (principally for dog waste) near the junction of Longwood Lane and Manor Road.

## **16. 'NO CYCLING' SIGNS REQUEST**

To consider a proposal from Cllr Duncan Hounsell that the Council asks B&NES Council to erect no-cycling signs at the entrances to 1) the alleyway between Norman Road and the Wick House Close sheltered housing complex and 2) the alleyway between Bath Road (A4) and the Iford Close sheltered housing complex. This is particularly in the interest of the physical safety of the elderly and infirm who use these alleyways.

## **17. RISK REGISTER**

To review the Council's Risk Register, as required annually by the Council's Financial Regulations (copies of the Risk Register are available in the Councillors' Area of the website). No changes are recommended.

## **18. HEALTH AND SAFETY POLICY**

To consider adopting the following statement as a general statement of the Council's Health and Safety policy:

"Saltford Parish Council aims to protect the health, safety and welfare of residents, councillors, contractors, and members of the public who may be affected by the Council's activities. Saltford Parish Council aims to provide and maintain safe and healthy working conditions, equipment and systems of work for any employee, and to provide such information, instruction, training and supervision as is needed for this purpose."

To consider adopting the paper "*Saltford Parish Council - Health and Safety Guide*" as a guide to implementing the policy of the Council. The paper is available in the Councillors' Area of the website.

## **19. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES**

To receive any reports from Link Members on external organisations.

## **20. ITEMS OF URGENT INFORMATION FROM COUNCILLORS**

To receive any reports of urgent information from Parish Councillors.