

SALTFORD PARISH COUNCIL

2 October 2018

AGENDA



1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 4 September 2018 (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. **New 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.

18/03878/FUL - 21 Anson Close BS31 3DY - Erection of a single storey rear/side extension. Alex & Laura Douglas.

18/03882/FUL - 33 Rodney Road BS31 3HR - Erection of 4bed dwelling with detached garage. Mr & Mrs Britton.

18/03912/FUL - 30 Grange Road BS31 3AG - Erection of two storey and single storey side extensions (Retrospective) 18/03912/FUL.

18/03989/FUL - Manor Cottage Manor Road BS31 3AF - Erection of single storey swimming pool building, single storey double garage and single and two storey extensions to main building following removal of existing pool building, garage, outbuildings and porch extension. Mr David Roberts.

18/04029/FUL - Beech Cottage 2A Beech Road BS31 3BE - Erection of two storey side and rear extensions. Mr A J Weston.

18/04285/FUL - 1 Chestnut Walk BS31 3BG - Erection of two storey side and single storey rear extensions, alterations to roof including installation of 2no. dormers and erection of front porch following demolition of two storey front and single storey side and single storey rear extensions and demolition of garage. Mr & Mrs Twiggs.

18/02229/FUL (revised) - 26 Tynning Road BS31 3HL - Erection of new bungalow in rear garden. Mr & Mrs Miners

- b. Decisions and Appeals** – To note any decisions and any appeals to the Planning Inspector made in respect of Saltford planning applications.
- c. 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.
- 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 2018 (reports are 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 October 2018 as listed on the schedule (the schedule is on the [Meetings Dates Agendas & Minutes](#) page of the website).
- c. Vision ICT Website hosting and support** – To authorise expenditure of £290.40 to Vision ICT for website hosting and support for November 2018 to October 2019 (Budget heading: Publicity).
- d. Tenant contribution for Virgin broadband and telephone services** – to authorise a regular expenditure of £35 p.c.m. commencing in October to Saltford Community Library and Post Office Hub (Budget heading: Office Accommodation).
- e. Standing Order to Saltford Community Library and Post Office Hub** - To authorise the setting up of a monthly Standing Order for £35 for Virgin Broadband and Telephone services to Saltford Community Library and Post Office Hub.

- f. **Remembrance Day wreath** – To authorise expenditure of £20 on a Remembrance Day wreath (Budget heading: Council Led Schemes).

10. SCA SCAN GRANT REQUEST

To consider and decide an outcome for the grant request from SCA for £500 to help support the cost of producing 6 bi-monthly editions of SCAN (application form available on Cllrs and Clerk's SharePoint and on the members area of the website).

11. UPDATED GRANTS GUIDE AND FORM, AND NEW SPC GRANTS POLICY

To discuss and agree an updated Grants Guide and Application Form, and a new SPC Grants Policy (draft document available on the Cllrs and Clerk's SharePoint and in the members area of the website).

12. ANNUAL REVIEW OF FINANCIAL REGULATIONS

The Council's Financial Regulations must be reviewed annually. A suggested amendment to be discussed has been made under section 4.5. A draft revised version is available on the Cllrs and Clerk's SharePoint and in the members area of the website.

13. ANNUAL REVIEW OF GOVERNANCE AND MANAGEMENT RISK REGISTER

To discuss and agree suggested changes made to the Saltford Parish Council Governance and Management Risk Register. The Council's Risk Register must be reviewed annually. A draft revised version is available on Cllrs and Clerk's SharePoint and in the members area of the website.

14. RE-OPENING SALTFORD RAILWAY STATION

To review the current position and to consider possible next steps to achieve the aim of the Parish Council that a railway station is re-instated in Saltford at its current site as soon as possible.

15. LITTER BINS

To discuss and agree an approach to B&NES Council re. the provision of bins and key locations where they are required.

16. SOCIAL MEDIA POLICY

To discuss and agree the proposed Saltford Parish Council Social Media Policy. A draft version is available on the Cllrs and Clerk's SharePoint and in the members area of the website.

17. NEW SPC WEBSITE AND LOGO

To discuss and agree whether SPC should update its website and logo, including any associated spend. A briefing note is available on Cllrs and Clerk's SharePoint and in the members area of the website.

18. CHANGE IN 'FREE WI-FI' MANAGEMENT

To propose that Saltford Parish Council hands the 'Free Wi-Fi' to Saltford Community Association so that they can link free Wi-Fi from Saltford Hall to the Library/Post Office and (when ready) the

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phone box on the corner of the High Street and The Shallows, and to discuss funding options to support this project.

19. GDPR & DATA PROTECTION

To receive an update from Cllr Jon Godfrey on progress for GDPR compliance.

20. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

To receive any reports from Link Members on external organisations.

21. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

To receive any reports of urgent information from Parish Councillors.