

SALTFORD PARISH COUNCIL

1 September 2015

AGENDA

1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 7 July 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. PLANNING MATTERS

- a) **Minutes** –To receive and confirm as a correct record the minutes of the Planning Committee meeting held on 28 July 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](#).

15/03554/LBA - Clay Bridge World's End Lane - Alterations to existing bridge parapets in connection with the electrification of the Great Western Main Line (Clay Overbridge MLN1 112M 26Ch) - Network Rail

15/03570/DLPAO - Clay Bridge World's End Lane - Prior approval for alteration (increase in height) of the existing overbridges parapet walls in connection with the electrification of the Great Western Main Line (Clay Overbridge MLN1 112M 26Ch) - Network Rail

15/03333/FUL - 554 Bath Road - Erection of a new dwelling following demolition of existing bungalow and garages - Mr A Pozonyi

15/03394/FUL - Land adjacent to unit 20 Burnett Business Park - Erection of new distribution warehouse with associated offices and external works to facilitate parking and goods handling - HFD Ltd T/A Baileys Carpets Bristol

15/03792/FUL - Lemsford Homefield Road - Erection of two storey rear extension, roof alterations to form loft conversion, works also include re-render of existing property, replacement windows and colour changes as well as new front covered area and changes to side entrance - Mr Kieran Benden

- 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.

8. FINANCIAL MATTERS

- a) **Monthly Financial Report** – To receive the monthly financial reports for July and August 2015 which have been sent to members.
- b) **Schedule of Expenditure** – To authorise all regular payments to be made during the month of September 2015 as listed on the schedule which has been sent to members.
- c) **Data Protection registration** – To authorise expenditure of £35 on the Council's annual data protection registration renewal (budget heading General Administration).
- d) **Saltford Community Association (SCA) affiliation fee** – To authorise expenditure of £10 on the Council's affiliation to the SCA for the year commencing 1 September 2015 (budget heading Subscriptions).
- e) **Clerk's training course: public speaking** – To authorise expenditure of £145 on the Clerk's attendance at a one-day course on public speaking on 28 October 2015 run by John Dawson in Bristol (budget heading Training).

9. MOBILE YOUTH SERVICE AT SALTFORD

To consider extending the Working Together Agreement (WTA) between the Parish Council and B&NES Youth Connect for one more quarter, i.e. October to December 2015, for the provision of the Youth Connect mobile service at Saltford, and to approve the necessary expenditure of £2000 (budget heading Youth Service).

10. ST MARY'S CHURCHYARD - ANNUAL TREE REPORT

To consider quotations for the annual tree inspection report to include observations and recommendations regarding tree health and safety at St Mary's churchyard. To agree the contractor to carry out this work and to authorise expenditure under budget heading

Churchyard Special Maintenance Projects. The following quotations received from four organisations have been sent to members:

All Tree Services	£375
Hellis Tree Consultants	£450
Tim Pursey	£325
Alan Engley	£475

11. PARISH COUNCIL NOTICE BOARDS

To consider further the options for replacing the Parish Council notice boards adjacent to Saltford Motors. To consider the new quotations provided for members and to authorise expenditure on new notice boards under the budget heading Publicity.

12. COMMUNITY NEWS NOTICE BOARD

To consider a proposal from Cllr Duncan Hounsell that the Parish Council transfers the rental and any attendant responsibility for the Community News noticeboard (which is sited immediately adjacent to the Post Office) to Saltford Community Association, subject to the agreement of the owners of the noticeboard.

13. ALLOTMENT SITE WASTE CLEARANCE

To consider authorising expenditure of £175 on the clearance, by Tree and Boundary Services Ltd, of discarded and embedded waste adjacent to a vacated allotment plot, under budget heading Allotments Maintenance.

14. 20MPH SPEED LIMITS THROUGHOUT MANOR ROAD AND COURTENAY ROAD LANES FROM SALTORD TO KEYNSHAM

To consider calling for 20mph speed limits throughout the entirety of the Manor Road and Courtenay Road lanes from Saltford to Keynsham at the request of a local resident Sally-Anne Williams.

15. PARKING ISSUES IN SALTORD

To consider the following proposal from Cllr Duncan Hounsell:

Saltford Parish Council agrees to set up a working party to consider parking issues and public engagement on these issues in Saltford. The aim will be to eventually lobby B&NES Council for action on parking issues, B&NES being the only Council that can act, once a conversation between the Parish Council and Saltford's residents on parking in Saltford has taken place. The first tasks are to recommend terms of reference for the working party at the October meeting and to advise on how the conversation with the residents about parking in Saltford is best formulated and conducted.

16. STANDING ORDERS AND FINANCIAL REGULATIONS

To consider and agree changes to Standing Orders and Financial Regulations as recommended by the working party set up in June 2015. Recommended revisions to Standing Orders and draft revised Financial Regulations have been sent to members.

17. REPORT FROM STAFFING COMMITTEE

To receive a report from the Staffing Committee meeting held on 19 July 2015.

18. REPORT FROM CHURCHYARD AND ALLOTMENTS WORKING GROUP

To receive a report from the Churchyard and Allotments working group meeting held on 21 July 2015.

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. This will include an update from Cllr Phil Harding on B&NES' progress in dealing with matters relating to moorings in Mead Lane.

21. PUBLICITY

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