

SALTFORD PARISH COUNCIL

4 September 2018

AGENDA

1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 3 July 2018 (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. PRESENTATION BY BRISTOL AIRPORT ON MASTER PLAN CONSULTATION STAGE II

To receive a presentation on Bristol Airport's Noise Action Plan from Holly Osman, Consultation and Engagement Executive. A copy of the draft Noise Action Plan and details of the consultation are available [online](#).

9. BRISTOL AIRPORT CONSULTATION

To consider Bristol Airport's Consultation Stage II and discuss the positive action that Bristol Airport must take to reduce the nuisance of inbound aircraft flying over Saltford. To agree any response from Saltford Parish Council by 2 October 2018.

10. PLANNING MATTERS

a. **Minutes** – To receive and confirm as a correct record the minutes of the Planning Committee Meeting held on 7 August 2018 (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 B&NES Council has invited comments. Plans will be on display at the meeting and are [available online](#).

18/02899/OUT - Parcel 5159, Minsmere Road, Keynsham Outline planning permission with all matters reserved other than access for the construction of up to 80 no. dwellings, new vehicular and pedestrian access on to Minsmere Road, drainage, public open space and all associated infrastructure. Taylor Wimpey UK Limited

18/03481/FUL - The Folly, The Folly - Alterations to extant planning permission 15/0444/FUL (Erection of a single storey rear extension, extension of roof to allow for loft conversion, erection of two double garages. Division of existing single dwelling into two dwellings) including addition of 2 dormers, roof raising and amended garages. C&C Sumner and Warner

Revised information for 18/02229/FUL - 26 Tynning Road – Erection of a new dormer bungalow in rear garden. Mr and Mrs Miners

18/03761/FUL - 6 Drake Close - Erection of single storey rear and side extension with part first floor side extension. Mr & Mrs A and T Wyrill

c. **Decisions and Appeals** – To note any decisions and any appeals to the Planning Inspector made in respect of Saltford planning applications.

d. **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.

e. **Planning items of urgent information** – To receive any reports of urgent information related to planning matters.

11. FINANCIAL MATTERS

a. Monthly Financial Report – To receive the monthly financial reports for the months of July and August 2018 (the reports are on the [Meetings Dates Agendas & Minutes](#) page of the website).

b. Schedules of Expenditure – To authorise all regular payments made or to be made during the month of September 2018 as listed on the schedules (the schedules are on the [Meetings Dates Agendas & Minutes](#) page of the website).

c. Data Protection Fee renewal – To authorise expenditure of £40 to the Information Commissioner's Office as legally required under the Data Protection (Charges and Information) Regulations 2018 (budget heading: General Admin. Expenses).

d. Data Protection Fee Direct Debit – To authorise the setting up of an annual Direct Debit to the Information Commissioners Office. Payments made by Direct Debit will automatically receive a £5 reduction.

e. SCA Affiliation Fee – To authorise expenditure of £10 to Saltford Community Association for annual affiliation fee renewal (budget heading: Subscriptions).

12. COMMUNITY INFRASTRUCTURE LEVY (CIL) PAYMENTS

To consider the Community Infrastructure Levy (Amendment) Regulations 2013 when deciding the spending of income from CIL payments, and the impact of CIL income on the Parish Council budget for the provision/support of community amenities. A briefing note is on the Councillors SharePoint page and Councillors' Area of the website under *Supporting documents for meetings*.

13. TENANCY AGREEMENT

To consider the Tenancy Agreement between Saltford Community Library Hub Ltd and Saltford Parish Council regarding the premises at 478a Bath Road, Saltford, BS31 3DJ. A copy of the Tenancy Agreement is on the Councillors SharePoint page and Councillors Area of the website under *Supporting documents for meetings*.

14. MANAGEMENT OF SAFETY AT ST MARY'S CHURCHYARD REVIEW

To consider the biennial review of SPC's Management of Safety at St Mary's Churchyard document. A copy of the updated document is available on the Councillors SharePoint page and Councillors Area of the website under *Supporting documents for meetings*.

15. SOCIAL MEDIA AND SOCIAL MEDIA POLICY

To receive a proposal from Cllr Jon Godfrey about setting up Saltford Parish Council social media account(s) and which platform(s) to use. To consider the creation of a

SPC Social Media policy.

16. NEIGHBOURHOOD WATCH

To consider arrangements for Salford's annual Neighbourhood Watch meeting hosted by Salford Parish Council

17. B&NES COUNCIL CHAIR'S COMMUNITY AWARDS

To consider nominations for B&NES council chair's community awards. The deadline for submissions is Friday 21st December.

18. GDPR & DATA PROTECTION

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

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.

21. PUBLICITY

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