

SALTFORD PARISH COUNCIL

3 September 2019



1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 2 July 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. **Minutes** – To receive and confirm as a correct record the minutes of the Planning Committee Meeting held on 6 August 2019 (draft copies are available on the [website](#)).
- 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.
- e. **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:

19/03449/FUL Holly Barn Norman Road Saltford BS31 3BQ - Erection of a detached garage and change of use of B8 (Storage or Distribution) land to residential. Mrs Claire Selwood

19/02188/FUL - Overwater 6 Homefield Road Saltford BS31 3EG - Erection of 2 no. bedroom bungalow in the rear garden. Mr Philip Besley

19/03485/VAR - 7 Uplands Drive Saltford BS31 3JH Variation of condition 6 (plans list) of application 18/01187/FUL (Erection of new dwelling following demolition of existing dwelling). Mr Seya Burchill

19/03583/FUL - Fairview The Shallows Saltford BS31 3EX. Replacement of existing dormer window with door and juliet balcony and erection of cycle store. Mrs Theresa Hegarty

19/03603/TCA - 63 High Street Saltford BS31 3EW. T1 - Ash - fell T2 - Ash - fell. Mr Noel Dawson

19/03627/TCA - 24 High Street, Saltford BS31 3ED. Remove hedge of conifers. Reg Williams.

19/03702/FUL - 566 Bath Road Saltford BS31 3JN. Erection of new first floor extension following demolition of lean-to utility room (Resubmission of 18/05501/FUL) Ms Davenport

19/03771/CLEU - Unregistered Caravan Avon Cottages Avon Lane Saltford. Use mobile home as a dwellinghouse (Use Class C3) (Certificate of Lawfulness for an Existing Use). Mrs M Baudot

19/03770/CLEU - Unregistered House Known As The Chalet Avon Cottages Avon Lane Saltford. Use chalet as a dwellinghouse (Use Class C3) (Certificate of Lawfulness for an Existing Use). Mrs M Baudot

19/02994/FUL - 3 Somerville Close Saltford BS31 3HT. Erection of single storey side and rear extension. Demolition of existing, stand-alone garage. Tarmacing front garden to create car parking spaces. Paul Hodkinson

19/03794/AR - Store At Rear Of 489 Bath Road Beech Road Saltford BS31 3HG. Display of non illuminated company logo signs on ply-boarded apertures to derelict building. Bethan Sims

19/03802/FUL - Greystones Homefield Road Saltford BS31 3EG. Demolition of superstructure and front base wall of existing fully glazed porch and construction of new glazed porch with tiled roof and rooflight. Replacement of 7No.aluminium framed, single glazed windows and 1No. back door and sidelight with painted, hardwood framed windows and solid frame, ledged and braced door. Mr & Mrs John Blake

9. FINANCIAL MATTERS

a. Monthly Financial Reports – To receive the monthly financial reports for July and August 2019 (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 September 2019 as listed on the schedule (the schedule is on the [Meetings Dates Agendas & Minutes](#) page of the website).

c. High Street keep clear lines – To retrospectively authorise emergency expenditure of £74.76 to B&NES Council for keep clear lines on a section of the High Street, in accordance with Financial Regulation 4.5 and Section 137 of the Local Government Act 1972 (Budget Heading: Council led schemes).

d. SSD card - To authorise a spend of £28.49 to Cllr Jon Godfrey for expenses incurred to improve data hardware on the SPC laptop. (Budget heading: Office Equipment).

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

10. GENERAL POWER OF COMPETENCE

To resolve to adopt the General Power of Competence for the remainder of the 2019/20 Council year.

11. FINANCIAL ASSISTANCE REQUEST - SALTFORD COMMUNITY LIBRARY AND POST OFFICE HUB

To consider authorising expenditure of £2,000 in 2019/20 and £2,000 in 2020/21 to support additional services at the Community Library and Post Office Hub. A copy of the request for financial support is on Cllrs SharePoint (Budget heading: CIL Related Expenditure).

12. RELOCATION OF VISUALLY ACTIVATED SIGN (HIGHWAYS)

To consider supporting the re-location the VAS (Visually Activated Sign) from outside the Crown Pub to the bottom of Bath Road (hill) to assist in traffic-calming as vehicles enter Saltford from the east.

To consider authorising expenditure of £706.33 to B&NES Council towards the costs of relocating the VAS sign. Supporting documents are in Cllrs SharePoint (Budget heading: CIL Related Expenditure).

13. PEDESTRIAN CROSSING AT THE BOTTOM OF SALTFORD HILL (A4 BATH ROAD)

To discuss and consider approaching B&NES Council for the installation of a controlled crossing or central pedestrian island on the A4 Bath Road at the bottom of Saltford Hill for safety purposes, especially for residents crossing to access the X39 (Bristol bound) bus stop.

14. DEFINITIVE MAP MODIFICATION ORDER (DMMO) PUBLIC FOOTPATHS BA27/79 AND BA27/80 (GLENAVON FARM).

Notice has been given that the above order will be determined by an inspector appointed by the Secretary of State. To resolve an agreed stance and to appoint a councillor to attend the public local inquiry at Keynsham Community Space, Market Walk, Keynsham BS31 1FS on Wednesday 13th February 2020.

15. HIGHWAYS IMPROVEMENTS ON THE A4 CORRIDOR

To resolve the following motion by Cllr Hounsell:

Saltford PC asks B&NES Council to formulate a business case for highways improvements on the A4 (and A39) corridor to assist in traffic flow to include a major upgrade of the Globe Roundabout, Newton St Loe. and the Broadmead roundabout, Keynsham. Funding to carry out the works should be sought from the West of England Combined Authority.

16. FIRST BUS FARES

To discuss and resolve to approach First Bus regarding Salford's designated zone for fares and tickets.

17. RENEWAL CONFIRMATION TO COMMITMENT TO FAIRTRADE

To renew Salford Parish Council's commitment to Fairtrade.

18. MANAGEMENT OF SAFETY AT ST MARY'S CHURCHYARD

To consider and agree updates to the Management of Safety at St Mary's Churchyard document.

19. TREE SURVEY AT ST MARY'S CHURCHYARD

To review the report dated 26/07/2019 by All Tree Services and resolve actions based on the recommendations made. A copy of the report is available on Cllrs SharePoint.

20. STAFFING COMMITTEE UPDATE AND FEEDBACK FROM CLERK'S APPRAISAL

To receive a report from Staffing Committee following their meeting on 13 August 2019.

To receive feedback from the Clerk's appraisal, which was carried out by Cllr Jon Godfrey on 27 August 2019, and to consider any issues arising.

21. DELEGATING POWERS TO STAFFING SUB-COMMITTEE

To discuss and agree to delegate powers to staffing sub-committee for discussions and decisions regarding confidential staffing matters.

22. SPC EQUAL OPPORTUNITIES POLICY

To consider adopting the draft SPC Equal Opportunities Policy (copy on Cllrs SharePoint).

23. CLIMATE EMERGENCY AND ENVIRONMENTAL INITIATIVES

To receive updates about environmental initiatives.

24. DATA PROTECTION AND GDPR UPDATES

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

25. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

To receive any reports from Link Members on external organisations.

26. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

To receive any reports of urgent information from Parish Councillors.

27. PUBLICITY

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