



SALT FORD PARISH COUNCIL

Tuesday 7 September 2021, 7:15pm, Avon Room at Saltford Hall

During the meeting at Saltford Hall:

- Access is as normal i.e. through the main entrance at Saltford Hall
- Masks are encouraged to be worn when walking around the building (including the toilets)
- Hand sanitiser will be available, and fire exits and/or windows will be open for ventilation
- All attendees are encouraged to sign in for Track and Trace
- Please do not attend the meeting if you or anyone in your household has had COVID19 symptoms in the 48 hours preceding the meeting commencing.

AGENDA

1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 6 July 2021 (draft copy available on the [website](#) and on the screen).

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 COUNCIL 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 3 August 2021 (draft copy available on SPC's [website](#)).
- b. **Decisions and Appeals** – To note any decisions and any appeals to the Planning Inspector made in respect of Salford 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):

21/03648/FUL - Rosemere Homefield Road Salford BS31 3EQ. Erection of single storey extension and re-roofing. Mrs Helen Franklin

21/03721/FUL - 10 Justice Avenue Salford BS31 3DR. Erection of detached garage to front. Liz and Dean Barraclough

21/03816/FUL - 7 Howard Close Salford BS31 3AS. Single storey extension to front and partial garage conversion. Mr H Crew

21/03922/FUL - 1 Haselbury Grove Salford BS31 3AD. Erection of conservatory to rear of the building. Oakley Green Conservatories Limited

21/03985/FUL - Middle Cottage 48 High Street Salford BS31 3EJ. Enlargement of existing subterranean garage under garden of No.50 High Street. Mr and Mrs Darrell Pickup

21/04053/FUL - Salford Community Centre Wedmore Road Salford BS31 3BY. Construction of a first floor function Room, offices and kitchen over the existing ground floor kitchen and stores. Mr John Davies

9. FINANCIAL MATTERS

- a. **Monthly Financial Reports** – To receive the monthly financial reports for July and August 2021 (reports are available on the [Meetings – Agendas and Minutes](#) page of the website).
- b. **Schedule of Expenditure** – To authorise all regular payments made or to be made during September 2021 as listed on the schedule (the schedule is on the [Meetings – Agendas and Minutes](#) page of the website).

- c. **SCA Affiliation Fee** – To authorise expenditure of £10 to Saltford Community Association for annual affiliation fee renewal for 2021/2022 (Budget heading: Subscriptions).

10. BRISTOL TO BATH STRATEGIC CORRIDOR - WEST OF ENGLAND COMBINED AUTHORITY (WECA) CONSULTATION

To discuss and agree Saltford Parish Council's response to the WECA Bristol to Bath Strategic Corridor consultation. The deadline for responses is 10 September. (Draft response available on Cllrs SharePoint).

11. RECESSION OF PREVIOUS RESOLUTION: FLAG AND FLAGPOLE AT WAR MEMORIAL

Following the Clerk receiving written notice by five Councillors, to discuss and agree a special motion to reverse the 'in principle' decision made under Item 15 at SPC's July 2021 meeting 'Flag and flagpole at War Memorial'.

12. REVIEW OF LENGTH OF RESIDENTS PARKING ZONE BAY (RPZ) ON THE SHALLOWS (PART OF A REVIEW OF TRAFFIC REGULATION ORDER (TRO))

B&NES Council has requested SPC comment on a request for the RPZ bay by Mill Cottages to be reduced in length and instead for the highway to be marked with double yellow lines, to improve vehicular access to a property opposite. To resolve whether to support this resident's request to B&NES Council. (This item is further information to Item 13 on the July agenda 'Review of Traffic Regulation Orders (TROS) on Mead Lane and The Shallows).

13. SIGNAGE REQUEST DUE TO SAFETY CONCERNS AT LMS BRIDGE

To discuss and agree to ask B&NES Council to attach safety and 'no trespass' signs to the LMS Bridge (Bristol-Bath Railway Path bridge). This includes signage visible from the cycle path on fencing as well as on the underside of the bridge and its supports.

14. DATE FOR 'MEET YOUR COMMUNITY POLICE OFFICERS' MEETING

To agree to arrange – and if so to confirm a date for - the 'Meet Your Community Police Officers' (formally named 'Neighbourhood Watch AGM') meeting with members of Avon and Somerset Police. The meeting will be co-hosted by Saltford's B&NES Ward Councillors.

15. CHURCHYARD WALLS – ENGINEER SURVEY

To agree to arrange quotes to carry out a structural survey of the churchyard walls at St Mary's Churchyard. Quotes will be considered and spend authorised at the October meeting, with recommendations for actions considered following the result of the survey.

16. HIGHWAYS MAINTENANCE 2022/23

To agree which roads in Saltford should be prioritised and recommended for inclusion in the B&NES Highways Maintenance programme for 2022/23. SPC has

been informed by Ward Cllr Duncan Hounsell that this will be considered by B&NES Council at the end of September.

(In 2021/22 the following were recommended: The Shallows - section from outside the Brass Mill to the GWR Bridge; Tynning Road - in its entirety; Manor Rd – section where it meets Longwood Lane).

17. PAVEMENT MAINTENANCE 2022/23

To agree which pavements in Saltford should be prioritised and recommended for inclusion in the B&NES Council repair and maintenance programme for 2022/23.

18. STREET SIGNS IN SALT FORD IN NEED OF REPAIR

To identify the location of street name signs in Saltford that are in need of replacement and/or repair by B&NES Council.

19. CASUAL VACANCY POLICY

To discuss and agree to adopt an updated version of the SPC Casual Vacancy Policy (draft copy available on Cllrs SharePoint).

20. SPC SOCIAL MEDIA AND DIGITAL COMMUNICATIONS POLICY

To agree to adopt an updated version of the SPC Social Media policy, renamed as 'SPC Social Media and Digital Communications Policy' (draft copy available on Cllrs SharePoint).

21. FEEDBACK FROM CLERK'S APPRAISAL

To receive feedback from the Clerk's annual appraisal.

22. CLIMATE EMERGENCY AND ENVIRONMENTAL INITIATIVES, INCLUDING RIVER AND RIVER SIDE

To receive updates and information about environmental initiatives, and/or matters relating to Saltford's river side areas.

To agree the draft 'Bee Bomb' map for Saltford to submit to B&NES Council (wildflower project spend to be agreed at a future meeting).

23. DATA PROTECTION AND GDPR UPDATES

To receive an update on progress for GDPR compliance.

24. PUBLICITY

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

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.