



# **SALTFORD PARISH COUNCIL**

## **Tuesday 4 January 2022, 7:15pm, Avon Room at Saltford Hall**

### **COVID19 guidance during the SPC meeting at Saltford Hall:**

- Masks or face coverings must be worn at all times in all parts of the building (unless exempt), unless you are eating or drinking.
- Please use the hand sanitiser available
- Fire exits and/or windows will be open for ventilation (please dress appropriately for lower temperatures)
- All attendees are encouraged to sign in for Track and Trace
- All attendees are encouraged to take a Lateral Flow Test prior to attending
- 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 7 December 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. **Decisions and Appeals** – To note any decisions and any appeals to the Planning Inspector made in respect of Saltford planning applications.
- b. **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.

- c. **Planning items of urgent information** – To receive any reports of urgent information related to planning matters.
- d. **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):

**21/05395/FUL - Glenavon Farm 331 Bath Road Saltford BS31 3TJ.** Change of use of part of agricultural field for the creation of a fenced dog walking paddock with timber shelter. Mr & Mrs Stratton

**21/03556/FUL - 4 Fairways Saltford BS31 3HX.** Erection of single storey rear extension for a lounge kitchen diner with bi fold doors. Mr Daniel Curtis

**21/05501/FUL - 1 Uplands Road Saltford BS31 3JQ.** It is proposed to raise the roof ridge on the south of the property to match the opposite side, the addition of two roof-lights, the addition of two dormers, one to the rear and one to the front of the property, the replacement of the window at the front of the dwelling with new double doors, and the re-roofing of the flat roof small extension at the front of the dwelling. Also, it is proposed that the flat roof at the rear of the property to be used as a balcony terrace. All the works, together with the internal changes needed, will be beneficial to accommodate the growing family. Mr David Lee

**21/05626/FUL - Sewage Purification Works Mead Lane Saltford BS31 3ER.** Five glass reinforced plastic kiosks containing control equipment for wastewater treatment plant on Saltford Water Recycling Centre. Creation of a landscaping bund on an existing agricultural field adjacent to Saltford Water Recycling Centre to mitigate the visual impact of proposed new wastewater treatment plant. Mr Paul Lewis

**21/05507/FUL - 47 Boyd Road Saltford Bristol BS31 3AU.** Erection of double storey rear extension. Mr Ian Morgan

**21/05471/OUT - Parcel 5159, Minsmere Road, Keynsham.** Outline planning application for 70 homes (Use Class C3); new vehicular and pedestrian access on to Minsmere Road, public open space; tree planting and habitat creation; site drainage and associated infrastructure, with all matters reserved except for access. - Taylor Wimpey

- e. **Bath & North East Somerset Local Plan Partial Update** - To discuss and agree how SPC might participate in the LPPU Public Examination. The Local Plan Partial Update (LPPU) will be examined for its compliance with statutory requirements and on its soundness by an independent Inspector appointed by the Planning Inspectorate. In undertaking this task the Inspector will have particular regard to the [representations made on the Draft LPPU consultation document](#). Details of the examination and supporting document will be available to view on the B&NES Council website at <https://www.bathnes.gov.uk/lppuexamination>

## 9. FINANCIAL MATTERS

- a. **Monthly Financial Report** – To receive the monthly financial report for December 2021 (report is 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 January 2022 as listed on the schedule (the schedule is on the [Meetings – Agendas and Minutes](#) page of the website).
- c. **Saltford Tennis Club grant application** – To consider a grant application from Saltford Tennis Club for a sum of up to £3000 (phase 1 & phase 3) towards the rebuilding of the clubhouse. A copy of the grant application and relevant supporting documents are available on Cllrs SharePoint. (Budget heading: Community Infrastructure Levy).

## 10. DONATION REQUEST FROM CPRE (CAMPAIGN TO PROTECT RURAL ENGLAND)

To discuss and agree whether to authorise a spend of £100 as a donation to the CPRE Avon and Bristol to fund their work. CPRE's request for financial support is available on Cllrs SharePoint. (Budget heading: Environment).

## 11. CHURCHYARD GROUNDS MAINTENANCE SPECIFICATION 2022

To agree the specification for regular grounds maintenance at St Mary's churchyard for the year commencing 1 March 2022 (Draft specification on Cllrs SharePoint).

Quotations for this will then be sought, to be considered at the February meeting.

## 12. ASSET CHECKING PROCEDURE AND ASSET CHECKING

To review the asset checking procedure and assign asset checking tasks. The asset checking procedure is a twice-yearly check, to be done by specified councillors and the Clerk, of the community assets for which the Parish Council has responsibility. (Further information on Cllrs SharePoint).

### **13. ALLOTMENT RENTS AND ALLOTMENT TENANTS' PUBLIC LIABILITY INSURANCE 2022/23**

To consider renewing the public liability insurance for the 13 allotment tenants, with an annual policy starting on 29<sup>th</sup> January 2022 at a cost of up to £100. (Budget heading: Insurance). (Note: Insurance companies unable provide quotes until 28 days before renewal, quotes received will be presented at the meeting).

To confirm the level of allotment rents for 2022/23 to take effect from 1 April 2022 as £20 per year for a full plot and £10 per year for a half plot.

To discuss and agree the level of allotment rents for 2023/24 to take effect from 1 April 2023.

### **14. CLIMATE EMERGENCY AND ENVIRONMENTAL INITIATIVES, INCLUDING RIVER AND RIVERSIDE**

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

### **15. DATA PROTECTION AND GDPR UPDATES**

To receive an update on progress for GDPR compliance.

### **16. PUBLICITY**

To discuss and agree items for SPC's winter e-newsletter and any other publicity.

### **17. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES**

To receive any reports from Link Members on external organisations.

### **18. ITEMS OF URGENT INFORMATION FROM COUNCILLORS**

To receive any reports of urgent information from Parish Councillors.

### **19. RESOLUTION TO EXCLUDE THE PUBLIC**

To pass a resolution that in accordance with Standing Order 1.c, in view of the confidential nature of the business about to be transacted, it is advisable that the public and press be temporarily excluded and they are instructed to withdraw.

### **20. COUNCILLOR SABBATICAL**

To agree a six-month sabbatical to Cllr Adam Rees-Leonard, commencing January 2022.