



SALTFORD PARISH COUNCIL

Minutes of the meeting of the Council held in the Avon Room
at Saltford Hall on Tuesday 4 January 2022 at 7.15pm

PRESENT

Councillors: Chris Warren (Chair), Julie Austwick, Shayan Aziz, Dudley Bartlett, Adrian Betts, Marie Carder, Jon Godfrey and Phil Harding (Vice Chair and Chair of Planning Committee).

Officer: Lottie Smith-Collins

1. MINUTES

The minutes of the Council meeting held on 7 December 2021 at Saltford Hall were confirmed as a correct record and signed by the Chair of the meeting.

2. APOLOGIES FOR ABSENCE

Apologies for inability to attend this meeting were noted from Cllrs Gary Graveling, Adam Rees-Leonard and Sally Turner.

3. DECLARATIONS OF INTEREST

Cllr Phil Harding declared an interest in Item 10 'Donation request from CPRE (Campaign to protect rural England)' as he holds personal CPRE membership.

4. PUBLIC TIME

There were 5 members of the public present.

A member of the public spoke on Item 8.d 'Planning applications – 21/05395/FUL – Glenavon Farm 331 Bath Road' to raise concerns, further to the information submitted to the Planning Authority, that if permitted the application may develop into a larger commercial enterprise with the potential for associated nuisance issues.

A representative of Saltford Lawn Tennis Club spoke with regards to Item 9.c 'Saltford Tennis Club grant application', in support of the funding application submitted. The club's representative provided detail about the proposed Clubhouse project, as well as information about how the Saltford Tennis Club benefits the local community.

A member of the public provided observations with regards to cost matters regarding Item 9.c 'Saltford Tennis Club grant application'. The same member of the public also commented on Item 8.d 'Planning applications – 21/05626/FUL', stating that postal letters from B&NES Council (the Planning Authority) had only been received by residents on the day of the SPC meeting. The member of the public also shared observations about aspects of application 21/05626/FUL.

5. CHAIR'S ANNOUNCEMENTS

Cllr Chris Warren welcomed those present at the meeting and wished everyone a Happy New Year.

Cllr Warren expressed sympathy on behalf of Saltford Parish Council following the news of the death of Nigel Bray, Secretary of Railfuture Severnside (SPC holds Railfuture membership). Cllr Warren shared that Nigel Bray had worked hard to promote rail in the region.

6. CLERK'S ANNOUNCEMENTS

The Clerk made the following announcements:

- At its December 2021 meeting SPC agreed its budget for the 2022/23 financial year and resolved that SPC would increase its precept by 7% in 2022/23, from £38,322 in 2021/22 to £41,005 in 2022/23. The tax base information for Saltford has since been released by B&NES Council. An average Band D will pay £22.53 per year (£1.88 p.c.m). This is a £1.45 per year increase for an average Band D property, or an increase of c.12p per calendar month. Precept increase information has been publicised.
- SPC has launched its Community Awards 2022. Further information is on SPC's website under 'News' and 'Community Awards'. Councillors and members of the public are encouraged to make their nominations by the 21 February deadline. The SPC Community Awards ceremony is scheduled to take place on 1 April 2022.

7. REPORT FROM B&NES WARD COUNCILLORS

Cllr Duncan Hounsell had circulated the Saltford's B&NES Ward Councillors January report to SPC Cllrs in advance. A copy of the report is available to the public, to request a copy please [contact Cllr Duncan Hounsell](#) using details on the B&NES Council website.

The January report was summarised at the meeting by Cllr Hounsell. Aspects of the report commented on included:

- The anticipated long-lasting benefits to Saltford following the approval of planning application 21/02322/FUL - Sewage Purification Works Mead Lane, specifically (as listed under 'public benefits' on the report) that traffic volumes on Norman Road and the conservation area in Saltford are expected to reduce by 20% once the bridge is operational.
- The similar potential long-term benefits of the speed limit reduction scheme should it be approved, which includes the proposed reduction from 50mph to 40mph on the Saltford to Corston stretch of the A4 Bath Road/Bristol Road. The public consultation closed on 22nd December 2021.
- Information that the bid for £50k by WECA to the DfT 'Restoring Your Railways' fund for up-to-date feasibility work on Saltford Station had been

unsuccessful, and that thoughts on how to proceed following feedback on the bid were currently being considered.

Further to his circulated January report, Cllr Hounsell also provided information about his aim to set up a ‘Give a Jab – Saltford’ charity initiative.

Cllr Hounsell also shared details about planned works to reduce flash flooding on the Bath Road near The Glen and The Folly junctions, with works to rectify a blocked drain due to take place on 7th March.

8. PLANNING MATTERS

a. Decisions and appeals

The Clerk reported that the following applications have been PERMITTED (with conditions) by B&NES Council:

21/04920/FUL - 38 Grange Road BS31 3AG. Replace existing conservatory and extension with single storey pitched roof extension (Resubmission). Mr And Mrs P Sudwell

The Clerk reported that the following applications have been REFUSED by B&NES Council:

21/01034/FUL - 20 Manor Road Saltford BS31 3DN. Erection of 1no. 3 bed attached dwelling and new double garage for existing house. Mr and Mrs Creed

20/02479/OUT- Parcel 1991, Bath Road, Keynsham, Bath and Northeast Somerset. Outline application for up to 5,950sqm (GEA) of flexible use commercial development falling within Use Classes B1(b), B1(c), B2, and B8 with primary access onto Bath Road. All matters reserved except access. Places for People Strategic Land.

21/02654/FUL - 10 Grange Road Saltford BS31 3AH. Erection of a 2 bed detached 1.5 storey dwelling with a home office and store outbuilding at the rear. Mr and Mrs Mariyana Rumball

The Clerk reported that the following application has been WITHDRAWN:

21/04559/FUL - 8 Somerville Close Saltford BS31 3HT. Creation of Loft Conversion. Mr and Mrs Clare

b. Planning contraventions

None reported.

c. Planning items of urgent information

None reported.

d. Planning applications - The Council considered the following planning applications in respect of which Bath & North East Somerset (B&NES) Council had invited comments:

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

It was resolved that B&NES Council be advised that this Council **SUPPORTS** this application.

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

It was resolved that B&NES Council be advised that this Council **SUPPORTS** this application.

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

It was resolved that B&NES Council be advised that this Council **COMMENTS ON** this application:

COMMENT: Saltford Parish Council is supportive of the proposed extension but has concerns that the proposed use of the flat roof at the rear of the property as a balcony terrace will overlook the adjacent rear garden of the neighbouring property (No. 3) resulting in some loss of privacy for the use of that rear garden. Opaque screening of the new balustrade of a suitable height could mitigate that issue.

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

It was resolved that B&NES Council be advised that this Council **COMMENTS ON** this application:

COMMENT: Saltford Parish Council welcomes the inclusion of the landscaping bund and replacement trees (that Saltford Parish Council requests will be ecologically appropriate to Saltford) to mitigate the visual and ecological impact of the proposed new plant equipment. In view of highway access and safety concerns along

Saltford's narrow single lane residential roads leading to this site that lack pedestrian pavements, Saltford Parish Council asks that wherever possible construction traffic uses the new access across the River Avon to Saltford WRC from the A431 (routes 3 and 4) as described in the Construction Traffic Management Plan and not through Saltford and Mead Lane (routes 1 and 2). Although the new wastewater treatment plant is permitted development, due to the new plant's close proximity to Saltford airfield the Parish Council reminds B&NES Council that the requirements of Civil Aviation Authority safety regulations should be taken into account before construction commences.

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

It was resolved that B&NES Council be advised that this Council **COMMENTS ON** this application:

COMMENT: No objection.

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

It was resolved that B&NES Council be advised that this Council **OBJECTS** to this application:

OBJECT: Saltford Parish Council objected to planning application 18/02899/OUT which was subsequently withdrawn by the applicant and the case for the Parish Council's objection still stands, i.e. existing traffic congestion confirmed by the B&NES Senior Highways Development Control Engineer's objection, no exceptional circumstances to justify bringing this forward before Core Strategy developments and the necessary local infrastructure improvements have been implemented, etc.

This planning application contravenes the Prime Minister's public statement on 6th October 2021 that new homes should be built on brown field sites where homes make sense, NOT green field sites. That statement by the Prime Minister was: "*you can also see how much room there is to build the homes that young families need in this country. Not on green fields, not just jammed in the South East, but beautiful homes on brown field sites in places where homes make sense.*" Saltford Parish Council therefore asks B&NES Council to respect national planning policy for where new homes are located as re-emphasised by the Prime Minister and stop the continual over-development of Keynsham and therefore refuse outline planning permission.

The over-development of Keynsham is already causing regular gridlock to traffic within the town's main and side roads over prolonged periods of the working/commuting day that overspills through Saltford on the Bath Road (A4) and the country lanes between our two communities. That problem of

insufficient road capacity needs to be rectified before any further new housing developments are considered at Keynsham East or Keynsham and the surrounding area.

In any event no planning permission should be considered for safeguarded Green Belt land before the Local Plan Partial Update (LPPU) Public Examination outcome has been determined. There are no exceptional circumstances to bring this forward and it is not for developers to pre-empt LPA decisions on Local Plans for where and when new housing should be built in an LPA area.

B&NES Council will be aware that Saltford Parish Council, in its response to the draft LPPU consultation, asked that a sub-regional "**ecological recovery and development land trade**" approach be considered for the West of England area so that new housing developments are built in the right locations with low carbon transport infrastructure on previously developed brownfield sites and the biodiversity improvements are created elsewhere in those LPAs like B&NES Council that are short of brownfield sites but have green field sites suitable for ecological recovery and protecting food security etc. The Minister of State for Housing welcomed such an approach in his letter dated 10.12.2021 to Rt Hon. Jacob Rees-Mogg MP.

To enable unsustainable development planning applications to be rejected at an earlier stage, Saltford Parish Council asks B&NES Council to use its discussions with WECA on a sub-regional approach to ecological recovery, i.e., via a system of ecological recovery and development land trading, as a matter of urgency. This will enable the West of England to meet housing need (not demand) in places where homes make sense.

New public parks, not just small, grassed areas with a few trees, should accompany and be located in the immediate vicinity of new housing developments. This would help ensure existing green spaces such as those along the River Avon valley are not inundated with high numbers of visitors including day-trippers on hot weather weekends, disrupting or destroying wildlife habitat in the process; this has increasingly been the experience of recent years.

Saltford Parish Council asks that this application be determined by the B&NES Council Planning Committee as it is:

- (a) an unnecessary second attempt to override the B&NES Local Plan before it has been updated that if permitted would call into question the legitimacy of B&NES Council's local planning consultation process (as described in (d) below) and would also directly contravene national planning policy as re-iterated by the Prime Minister in October 2021;
- (b) Keynsham and the surrounding area's insufficient transport infrastructure needs to be improved before any further new housing developments of this scale are permitted;

- (c) Keynsham lacks sufficient green space for both (i) ecological/wildlife recovery and (ii) recreation, as a result of new developments in recent years; and
- (d) B&NES Council should not pre-empt the Inspector's findings on the forthcoming public examination of the proposed LPPU for this parcel of land by permitting this application. Such a decision would call into question the legitimacy of B&NES Council's local planning process, particularly on a controversial development like this that has gained widespread opposition from the local community during the LPPU consultation and the previous planning application for this site (18/02899/OUT).

e. Bath & North East Somerset Local Plan Partial Update

Cllr Phil Harding shared that the Local Plan Partial Update (LPPU), as submitted to the Secretary of State on 17th December 2021, will be examined for its compliance with statutory requirements and on its soundness by an independent Inspector appointed by the Planning Inspectorate. (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>).

Saltford Parish Council agreed to task Cllr Harding, as Chair of Planning Committee, to represent SPC at the public enquiry. As the date of the public enquiry is yet to be confirmed, it was agreed that Cllr Harding would either prepare a draft response for SPC's consideration to be agreed at a future meeting; or else (if timings did not allow) present a representation from SPC at the public enquiry based on SPC's previously agreed planning responses and resolved decisions on planning policy.

9. FINANCIAL MATTERS

- a. **Monthly Financial Reports** – The report for December 2021 as recorded below was considered and accepted by members.
- b. **Schedule of Expenditure** – The expenditure listed in the schedule for January 2022 as recorded below was authorised and the schedule was signed by the Chair.
- c. **Saltford Lawn Tennis Club grant application** – The Council discussed the grant application and additional information received from the Saltford Lawn Tennis Club and agreed to authorised a grant of £1,500 towards its Clubhouse rebuilding project (Budget line: Community Infrastructure Levy).

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

The Council agreed to authorise a spend of £100 to CPRE Avon and Bristol, of which £36 was for SPC annual individual CPRE membership and £64 as a donation to fund CPRE Avon and Bristol's work (Budget heading: Environment).

11. CHURCHYARD GROUNDS MAINTENANCE SPECIFICATION 2022

The Council agreed the specification for regular grounds maintenance at St Mary's churchyard for the year commencing 1 March 2022. It was agreed that quotations based on the agreed specification will be sought and any quotes received will be considered at the February meeting.

12. ASSET CHECKING PROCEDURE AND ASSET CHECKING

The asset checking procedure was reviewed and asset checking tasks were delegated to Councillors and the Clerk. Assigned councillors agreed to submit information to be included on the Asset Checking Register prior to the next meeting.

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

The Council resolved to authorise a spend of £78 for public liability insurance provided by Chris Knott Insurance to cover users of the allotments at Wick House Close, with the annual policy starting on 29th January 2022 (Budget heading: Insurance).

As agreed in January 2021, it was confirmed that the level of allotment rents for 2022/23 to take effect from 1 April 2022 would be £20 per year for a full plot and £10 per year for a half plot.

It was resolved that the level of allotment rents for 2023/24 to take effect from 1 April 2022 would be £20 per year for a full plot and £10 per year for a half plot.

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

No reports or updates were received.

15. DATA PROTECTION AND GDPR UPDATES

Cllr Jon Godfrey updated the Council on the implementation of additional security measures across all SPC email accounts, as activated in December 2021.

16. PUBLICITY

The Council agreed the content of its winter e-newsletter.

17. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

Cllr Phil Harding reported as SPC Link member for SEG (Cllr Harding is also independently SEG Chair) that a new '[Walking through Salford's geological past](#)' circular geology trail had been produced, and that copies were available to download for free from the SEG website.

18. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

No items were reported.

19. RESOLUTION TO EXCLUDE THE PUBLIC

The Council resolved to pass a resolution that in accordance with Standing Order 1.c, in view of the confidential nature of the business to be transacted, that the public and press be temporarily excluded and they were instructed to withdraw.

20. COUNCILLOR SABBATICAL

The Council resolved to give a six month sabbatical to Cllr Adam Rees-Leonard, commencing January 2022.

The meeting closed at 9pm.

Date confirmed and signed...../...../.....

Next Parish Council meeting: The next full council meeting will take place on Tuesday 1 February 2022 in the Avon Room at Saltford Hall, commencing at 7:15pm.

SALTFORD PARISH COUNCIL

Schedule of regular expenditure during January 2022

– for authorisation by the Council at its meeting on 4 January 2022.

Description	Amount	Method	Budget heading
January staff costs inc. salary, pension, HMRC tax and National Insurance	1850 estimate, 1900 maximum	Online BACS	Office staff
January SCA Hall hire	35 estimate, 50 maximum	Online BACS	Hall hire
January inTouch Communications Ltd phone system	20 estimate 30 maximum	Direct Debit	General administration
January Ambience Landscapes churchyard maintenance	120 estimate 130 maximum	Online BACS	Churchyard Maintenance

The following sums have been transferred from the Business Instant Deposit Account into the Current Account to cover outstanding invoices and expenditure:

Date: 09/12/2021 £ 5000

I certify that the above payments made or to be made have been authorised at the meeting of the Parish Council on 4 January 2022.

SIGNED.....

DATE:.....

CHAIR / VICE-CHAIR

Saltford Parish Council

Monthly Financial Report for December 2021 - Month 9
 Quarter period 3

	Budget to date	Actual to date	Budget Year end position
RECEIPTS:			
Precept & any grant	£38,322	£38,322	£38,322
Interest on Investments	£13	£4	£17
Other Income: Allotments	£120	£166	£160
VAT Reimbursements	£1,250	£1,391	£1,250
Other	£0	£300	£0
Subtotal without CIL	£39,704.80	£40,183.95	£39,749.05
CIL Payments	£0.00	£1,597	£0
Total Income	£39,705	£41,781	£39,749
PAYMENTS:			
General Administration	£1,125	£1,588	£1,500
Office accommodation	£1,500	£1,500	£2,000
Office Staff	£17,250	£16,604	£23,000
Office Equipment	£225	£0	£300
Training	£750	£772	£1,000
Auditing	£475	£460	£475
Insurance	£400	£354	£400
Publicity	£450	£378	£600
Subscriptions	£8	£10	£10
Chairmans Honorarium	£225	£225	£300
Councillors' expenses	£150	£0	£200
Hall / Room Hire	£450	£246	£600
Maintenance: Church Yard Grounds	£1,125	£1,107	£1,500
Allotments	£188	£0	£250
Churchyard Special Maintenance Projects	£1,125	£0	£1,500
Allotment site rent	£75	£100	£100
Miscellaneous Grants	£750	£0	£1,000
Council led schemes	£1,500	£1,279	£2,000
Environment schemes	£750	£1,255	£1,000
VAT	£563	£967	£750
Subtotal without CIL	£29,082.50	£26,844.84	£38,485.00
CIL-related expenditure	£0	£1,412	£5,358
Total Payments	£29,083	£28,257	£43,843

BALANCE AT END OF MONTH:

Current account	£2,644
Business Instant Access account	£60,324

Cash		£49
TOTAL CURRENT BALANCE		£63,016

CIL-related cashflow	Balance at 31/03/21		CIL-income 21/22	CIL-expend 21/22	CIL balance
	£11,499		£1,596.79	£1,412	£11,684