



SALTFORD PARISH COUNCIL

**Minutes of the meeting of the Council held in the Avon Room
at Saltford Hall on Tuesday 1 March 2022 at 7.15pm**

PRESENT

Councillors: Chris Warren (Chair), 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 1 February 2022 at Saltford Hall were confirmed as a correct record.

The minutes from the 4 January 2022 meeting at Saltford Hall were also signed by the Chair, having been confirmed as a correct record at the 1 February meeting.

2. APOLOGIES FOR ABSENCE

Apologies for inability to attend this meeting were noted from Cllrs Julie Austwick, Shayan Aziz, Gary Graveling and Sally Turner (Cllr Adam Rees-Leonard is on a six-month sabbatical).

3. DECLARATIONS OF INTEREST

None declared.

4. PUBLIC TIME

There were 5 members of the public present.

No members of the public spoke during Public Time.

5. CHAIR'S ANNOUNCEMENTS

The Chair gave a speech on behalf of Saltford Parish Council expressing solidarity and support for the people of Ukraine, in recognition of the unfolding human tragedy following the Russian invasion on 24th February. Cllr Warren stated his hopes for a peaceful resolution.

6. CLERK'S ANNOUNCEMENTS

The Clerk made the following announcements:

- Two ornamental Lawson Cypress trees were removed from St Mary's Churchyard on 4 February 2022, following a public appeal by SPC and the Church for those who had planted them to come forward. SPC thanks Cllr Chris Warren for taking down the trees and Ambience Landscapes for removing them, both at no cost to the Parish Council. SPC is awaiting the

outcome of a condition report on the churchyard walls.

- SPC has been informed of a third abandoned boat in Saltford, which has been reported to the CRT by a resident.
- The red ex-BT phone box on Norman Road – a SPC asset - was significantly damaged during a vehicle collision in the early hours of 13 February 2022. The phone box was removed following the incident. Parish Council enquiries continue. (Further information under item 14).
- SPC has again levied one of the lowest precepts in the B&NES Council area. SPC's precept for an average Band D property in 22/23 is £22.53, compared with the average B&NES Parish precept of £45.30. Excluding Bath itself, this is the fourth lowest precept out of 50+ precepted Parish areas.

7. REPORT FROM B&NES WARD COUNCILLORS

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

The March report was summarised by Cllr Hounsell. Aspects of the report commented on included:

- Spend in Saltford and the wider local area following the confirmation of B&NES Council's budget for 2022/23, including:
 - Carriageway Resurfacing and Major Re-Construction on the A4 Bath Road, Saltford £250,000 (7,000 square metres)
 - Carriageway Surface Dressing on Uplands Rd, Uplands Drive, part Golf Club Lane, part Manor Road, Saltford £208,000 (6,506 square metres)
 - CIL Funding contribution from B&NES Council towards the Saltford Tennis Clubhouse Project £20,000
 - Capital Schemes - Waterspace (including the Mooring Strategy) £250,000 with further £50K each year in 2024/25, 2025/2026 and 2026/2027. It was stated that this is the budget that supports actions with regard to Mead Lane moorings, quoting *"To deliver new river moorings to be agreed in the River Mooring Strategy currently being prepared for Cabinet approval. Future years will provide the match funding to WECA grants to continue the project."*
- An update on drainage work on A4 by The Glen, with the first phase of works successfully completed. Further work is required including gully clearance. The Highway Inspector will confirm a timescale for this.

Cllr Hounsell also gave a short presentation about the Keynsham Recycling Hub development works. Cllr Hounsell confirmed that preparatory works had begun at the site, with the main works due to commence in March. He stated that it is intended that the public-facing part of the site will be ready by late 2022, and that the entire development work will be complete by autumn 2023. In line with B&NES Council

requirements, the site will be operational on weekdays (Monday to Friday) between 7.30am and 5.00pm and on Saturdays between 8.00am and 1.00pm.

8. PLANNING MATTERS

a. Decisions and appeals

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

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

22/00023/FUL - Bay Tree House 1 Homefield Close Saltford BS31 3EF. Enlargement of existing garage, and extending existing natural stone boundary wall adjacent to Homefield Close access road. Walters

The Clerk reported that the following applications have received CONSENT by B&NES Council:

21/02107/AR - Tesco Stores 501 Bath Road Saltford BS31 3HQ. Display of 1no. internally illuminated fascia sign, 2no. non-illuminated fascia signs and 1no. internally illuminated projecting sign. Tesco (original applications wording).

21/05124/LBA - Saltford Farm 565 Bath Road Saltford BS31 3JS. External alterations to include change from balanced flue to smaller flue aperture, and small condensation pipe put through wall to nearby drainage pipe. Mr David Pritchard

The Clerk reported that an APPEAL has been made to the Planning Inspectorate in respect of the following application:

21/04078/FUL - 73 Uplands Road Saltford BS31 3HN. Erection of prefabricated garage. Mr & Mrs Smith

b. Planning contraventions

The Clerk provided an update on on 21/00334/UNAUTH (picnic site and sandwich van fields opposite The Shallows / Mead Lane, Saltford) as raised as a planning contravention at SPC's October meeting, following recorded instances of harm to amenity as shared by residents with SPC and B&NES Council. B&NES Council has responded saying that if the field is being openly and directly advertised for leisure purposes this would be considered a material change of use that requires planning permission, and confirmed that the Case Officer will contact SPC again in March. The Clerk shared that concerns regarding future anti-social behaviour at this location had been raised to the attention of Saltford Parish Council in recent weeks.

c. Planning items of urgent information

Cllr Phil Harding shared that temporary access to the Golf Club - as created to enable the club to carry out landscaping works - had now been closed off and that the former boundary alongside Longwood Lane had been reinstated.

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

22/00301/FUL - 8 Uplands Drive Saltford BS31 3JH. Erection of single storey side extension with internal alterations following demolition of existing detached garage. Mr John Jacobs

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

Saltford Parish Council is supportive of the planning application in principle, but the Parish Council has some concerns over the light loss and the over-bearing effect on No.10. As No. 8 is so close to No. 10 the suggestion submitted by a resident for a hipped roof design for the new extension to reduce the loss of light resulting from the new extension for the neighbouring bungalow at No. 10 would appear to be a sensible solution.

21/03556/FUL - 4 Fairways Saltford BS31 3HX. Demolition of existing garage and erection of single storey rear extension. Mr Daniel Curtis

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

22/00415/FUL - Barberini The Glen Saltford BS31 3JR. Construction of new roof to accommodate first floor level rooms with rear dormer and roof lights. Addition of single storey rear extension. Mr And Mrs J Seward

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

22/00343/CLEU - Store At Rear Of 489 Bath Road Beech Road Saltford BS31 3HG. Use of land as a parking facility (Certificate of Lawfulness of Existing Use). Bethan Sims

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

Saltford Parish Council is aware that the land behind the old bank building has been used for parking vehicles for at least 10 years, the required duration for a CLEU.

22/00589/FUL - 23 Victoria Road Saltford BS31 3AW. Erection of single storey rear, side, and wrap-around extension with tiled lean-to roof over following demolition

of detached garage. Mr Marcus Mapstone

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

Salford Parish Council is supportive of the planning application in principle. However, there are concerns over the loss of at least one off-street parking space leaving the property with just one. Additional on-street parking in this narrow residential road would be likely to occur. This change of parking provision would be contrary to Policy ST7 of the 2017 B&NES Placemaking Plan (2 spaces required for a 2 or 3 bedroom property). Furthermore, future access for maintenance or repair will be required from the neighbouring property at No. 25 due to the proximity of the new single storey side extension to the boundary.

10. FINANCIAL MATTERS

- a. **Monthly Financial Reports** – The report for February 2022 as recorded below was considered and accepted by members.
- b. **Schedule of Expenditure** – The expenditure listed in the schedule for March 2022 as recorded below was authorised and the schedule was signed by the Chair.
- c. **Staff training** – The Council authorised a payment of £120+VAT for the Parish Clerk to undertake the Society of Local Council Clerks (SLCC) Financial Introduction to Local Council Administration (FILCA) course. (Budget heading: Training)

10. REOPENING SALT FORD RAILWAY STATION

SPC Cllrs Chris Warren, Phil Harding and Jon Godfrey met with key B&NES Council officers and Salford's B&NES Ward Cllrs on 21 February to discuss actions to achieve the re-opening of Salford Station. Cllr Warren shared that the B&NES Council officers gave a positive and committed response regarding the reopening of Salford Station at its former site. An on-site meeting to progress actions to achieve the re-opening of Salford Station is due to take place in April.

The Council resolved to write to WECA mayor Dan Norris and relevant WECA officers to ask that the West of England Combined Authority fully fund the £70k required for an up-to-date feasibility study for a re-opened Salford Station.

Discussion points were considered for Cllr Chris Warren to raise at his meeting with Jacob Rees-Mogg MP, which will take place later in the month. Cllr Warren will provide an update following his meeting with Mr Rees-Mogg at SPC's April meeting.

11. FIRST BUS FARES

It was resolved that SPC would contact First Bus with regards to its unreasonable fares for Saltford's residents, requesting that the company removes Saltford from its 'West of England' fare zone and instead extends both the Bristol travel zone and Bath travel zone to overlap in Saltford. The Council recognised that Saltford is in the centre of a profitable route, and that the village carried the burden of pollution, noise and congestion due to this. It was also recognised that the prohibitive and uncompetitive cost of First Bus 'West of England' fares to Bristol and Bath meant that residents were less likely to take the greener option of public transport when travelling to and from these cities.

12. B&NES COMMUNITY SAFETY PARTNERSHIP 'COMMUNITY SAFETY PLAN'

The B&NES Community Safety Partnership are currently reviewing their [Community Safety Plan](#). Issues and priorities that should be focussed upon in the new plan were discussed.

Saltford Parish Council resolved to raise the issue of anti-social and illegal behaviour in and around the old village and river side areas, especially during periods of hot weather. This included dangerous and inconsiderate parking, underage and/or excessive drinking, fighting, drug dealing and drug use, excessive noise, excessive littering, public safety concerns (i.e. bridge jumping) and public urination and defecation in the area.

Saltford Parish Council resolved to make the following requests to be included in the updated Community Safety Plan for Saltford:

- Improving residents' ability to make reports including local beat surgeries in Saltford during the summer months (c.May – September)
- Prevention of antisocial behaviour – frequent police patrols targeting hotspot locations
- Prosecution – use of antisocial behaviour powers / community protection orders
- Reassurance of the public – police attendance at SPC meetings following receipt of reports of anti-social and illegal behaviours, attendance of officers as well as PCSOs at SPC 'Meet Your Community Police Officers' annual event, regular communications to SPC from the police during busy periods etc
- Multi-agency enforcement visits to licensed premises, including supermarkets, to ensure their sales do not create nuisance.

13. ANNUAL PARISH MEETING AND SPC COMMUNITY AWARDS CEREMONY

Arrangements for Saltford's Annual Parish Meeting on Friday 1 April 2022 at Saltford Hall, including SPC's Community Awards 2022 ceremony, were discussed and agreed. SPC had previously agreed a spend of up to £350 to cover 50% of costs

including food and room hire. SPC expressed its thanks to SCA for their efforts co-hosting the event, of which the SCA's 'Big Thank You' will be a part.

14. SPC ASSETS (INCLUDING UPDATE ON THE NORMAN ROAD PHONE BOX COLLISION)

The Council discussed actions agreed at the February meeting. Cllr Chris Warren confirmed he will provide information required to update the SPC logo on the village signs. The Clerk shared that a quote had been received to repaint the basketball post and that this will be considered at the April meeting.

The Council received an update from Cllr Chris Warren following the [collision involving the Norman Road phone box](#) – an asset of SPC – on 13 February 2022. The red K6 phone box was severely damaged and subsequently removed following the collision. Cllr Warren shared that he had been in touch with Avon Fire and Rescue as well as Avon and Somerset Police (incident number AS-20220215-0279). The Clerk stated that contact had been made with B&NES Council and that SPC's insurance company had been informed.

The Council agreed the details of SPC's insurance claim for a replacement phone box, including relocation and reinstatement costs. It was agreed that any future plans would be discussed and agreed at a subsequent meeting, following receipt of information about any settlement from SPC's insurance.

Cllr Warren shared that local company Mobius are due to level the base area in the next few weeks, at no cost to the Parish Council. SPC expressed thanks to the owner of Mobius for carrying out this work.

15. BEEBOMBS PLANTING LOCATIONS FOR RESIDENTS

The Council agreed a list of public green spaces to request to B&NES Council for inclusion in SPC's environmental initiative 'Saltford Wildflower Project: All You Seed Is Love'. Locations included: the green spaces either side of Claverton Road near the Manor Road junction; the green space adjacent to the pavement on Montague Road near its junction with Manor Rd and Grange Road; the green space in front of Saltford House near the bin and bench; areas in Admiral's park (the green space running parallel to Anson Close and also behind Drake Close and Morgan Close); The outlook area by the picnic benches above The Shallows; along public rights of way (PROW) routes within Saltford's housing boundary (note: not by fields or on private land); the 'triangle' where Manor Road meets Montague Road (by 'Manor Lawns' sign); and the roadside verge below Spion Kop on Mead Lane.

Saltford Parish Council resolved to enter into signed agreements with B&NES Council if required so residents could plant Beebombs at these locations once approved by B&NES Council. This will enable residents to plant SPC's Beebombs without the need to hold direct agreements with B&NES Council.

Further, it was resolved that SPC would request a change to grass cutting regimes in

these areas to allow the wildflowers to become established, suggesting an annual cut in March for the first two years and then in either March or July pending flower type.

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

The Clerk shared that SPC had been informed that B&NES Council's Trees Officer had successfully applied for a Trees for Climate grant via the Forest of Avon Trust to plant trees on the verges of Uplands Road, and that B&NES Council hoped to proceed with planting in the coming weeks. It is understood that Ward Cllr Duncan Hounsell will contact residents to inform them of B&NES Council's plans.

The Clerk added that at SPC's request, the Trees Officer will consult with Saltford Parish Council this summer regarding tree planting initiatives in the village for the following year. This will include assessment of public green space locations already identified by SPC and raised to B&NES Council's attention as having potential for tree planting.

Cllr Phil Harding shared that he was in ongoing communications with the Sports Club regarding their planned community orchard and wildflower meadow, the latter which will be part of SPC's Saltford Wildflower Project.

17. DATA PROTECTION AND GDPR UPDATES

Cllr Jon Godfrey provided practical reminders in relation to online safety measures.

18. PUBLICITY

The Council agreed the content for its Spring e-newsletter and upcoming 'The Week In' page article.

19. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

Cllr Phil Harding provided an update following his attendance at the River Avon Users Consultative Committee (RAUCC) on 15 February. Cllr Harding reported that he had raised the issue of abandoned boats in Saltford, sharing that if an abandoned boat caused a navigational issue the responsibility to resolve sat with CRT and if there was a mooring issue caused by an abandoned boat the responsibility was that of the riparian owner (B&NES Council). Cllr Harding confirmed that he will follow up the issue of abandoned boats at future RAUCC meetings.

Cllr Phil Harding, in his independent capacity as Saltford Environment Group (SEG) Chair, also shared that Sooty Bark disease had been found in trees at Longwood Lane, and that this was a particular safety concern following recent storms. Cllr Harding advised caution to anyone walking in these areas.

Cllr Chris Warren stated that he had attended a recent Saltford Sports Club committee meeting, at which he provided guidance about SPC's grant funding

programme.

The Parish Clerk gave feedback following the Keynsham Area Forum on Thursday 17 February, with specific reference to Avon Fire and Rescue's outreach actions at local schools and planned visits to Salford's river side areas in the summer months (both as previously requested by SPC). The Clerk stated that contact had since been made with Avon Fire and Rescue with regards to raising water safety awareness locally. Actions regarding this were agreed, including social media campaigns and engagement with local waterside businesses.

20. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

No items were reported.

21. RESOLUTION TO EXCLUDE THE PUBLIC

The Council resolved that in accordance with Standing Order 1 c, in view of the confidential nature of the business about to be transacted, it was advisable that the public be temporarily excluded. Following a vote the public were instructed to withdraw

22. SALT FORD COMMUNITY AWARDS 2022

The Council agreed the recipients of the Salford Parish Council Community Awards 2022.

The meeting closed at 9.42pm

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

Next Parish Council meeting: The next full council meeting will take place on Tuesday 5 April 2022 in the Avon Room at Salford Hall, commencing at 7:15pm.

SALTFORD PARISH COUNCIL

**Schedule of regular expenditure during March 2022
– for authorisation by the Council at its meeting on 1 March 2022.**

Description	Amount	Method	Budget heading
March staff costs inc. salary, pension, HMRC tax and National Insurance	1850 estimate, 1900 maximum	Online BACS	Office staff
March SCA Hall hire	35 estimate, 50 maximum	Online BACS	Hall hire
March inTouch Communications Ltd phone system	20 estimate 30 maximum	Direct Debit	General administration
March Ambience Landscapes churchyard maintenance	120 estimate 130 maximum	Online BACS	Churchyard Maintenance
Chair's Honorarium Mar-May 2022	75	Online BACS	Chair's Honorarium

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

Date: N/A £N/A

I certify that the above payments made or to be made have been authorised at the meeting of the Parish Council on 1 March 2022.

SIGNED.....

DATE:.....

CHAIR / VICE-CHAIR

Cash

£49

TOTAL CURRENT BALANCE

£55,687

CIL-related cashflow	Balance at 31/03/21		CIL-income 21/22	CIL-expend 21/22	CIL balance
	£11,499		£1,596.79	£3,332	£9,764