



# SALT FORD PARISH COUNCIL

**Tuesday 7 June 2022, 7:15pm,  
Avon Room at Saltford Hall**

## AGENDA

### 1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 3 May 2022 (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 by B&NES Council 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):

**22/01969/FUL - 25 Victoria Road Saltford BS31 3AW.** Erection of a new single storey side extension and add a pitched roof to the existing rear extension following demolition of the existing garages. Mr & Mrs James Perrett

**22/02061/FUL - 11 Cavendish Close Saltford BS31 3LH.** Erection of part garage provision to provide kitchen and new sloping roof. Caroline Darts

- e. **B&NES Local Plan Partial Update (LPPU) Examination** - An Examination into the soundness and legal compliance with statutory requirements of the LPPU by an independent Inspector appointed by the Planning Inspectorate will commence on 21 June. Hearing statements have been invited.

Following new information received after the May meeting (Item 14.f - SPC resolved to submit a written representation to the LPPU examination further to that submitted in October 2021), to resolve to add supplementary information to its 3 May hearing statement in response to the outcome of the B&NES Planning Committee decision permitting Planning Application '20/02673/OUT - Land Parcel 0005 Bath Road Keynsham' by developers Mactaggart and Mickel Homes Ltd to build 213 houses at the site known as Withies Green (a draft copy is available in Cllrs SharePoint); and (b) to resolve to write to Rt Hon Jacob Rees-Mogg MP with a copy of the supplementary information requesting that he asks the Secretary of State for Levelling Up, Housing and Communities to call-in the planning decision for 20/02673/OUT for the reasons given in the supplementary information (a draft copy of the letter to Mr Rees-Mogg is available in Cllrs SharePoint).

Any further representations resolved will be in addition to the [comment submitted by SPC on 4 May 2022](#) under Question 57 in Matter 4 (Area Policies and allocations - Keynsham) and the [comment submitted by SPC on 5 October 2021](#) consisting of three 'Part B' documents: Housing Lane Supply – KE3c & KE3d; Biodiversity Net Gain; and Transport, as resolved under item 11 at the October 2021 meeting.

## 9. FINANCIAL MATTERS

- a. **Monthly Financial Report** – To receive the monthly financial report for May 2022 (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 June 2022 as listed on the schedule (the schedule is on the [Meetings – Agendas and Minutes](#) page of the website).

- c. **Cheque signatories** – In line with the decision made at the May meeting (Item 15.k), to increase the number of cheque signatories to agree to appoint a new cheque signatory.
- d. **Banking Charge Card** – To authorise £32 p.a. on charge card fees with SPC’s banking provider to enable SPC to make card-only payments (including regular payments, mainly for IT purposes). Budget line: General Admin Expenses
- e. **Tree condition assessment at St Mary’s Churchyard** – To consider the quote of £350+VAT by AllTree for a tree condition assessment at St Mary’s Churchyard (SPC is responsible for safety management at the closed churchyard, the decision to seek quotes for any required works will be on a future agenda). Budget line: Churchyard Special Maintenance Projects
- f. **Salford Sports Club grant application** – To consider a grant application from Salford Sports Club for a sum of £1000 towards the costs of a media upgrade at the Club’s premises including two new television screens, speakers and everything needed to integrate with two existing screens. Copies of the grant application form and quote for works are available on Cllrs SharePoint (Budget heading: Community Infrastructure Levy).

## **10. CHURCHYARD WALL SURVEY**

To receive and discuss the report from Clegg Associates following their survey of St Mary’s Church churchyard walls.

To resolve to identify repair works required (a brief description is available on Cllrs SharePoint) and to seek quotes for these to take place. Quotes for repair works will be considered and agreed at a future meeting.

## **11. WESSEX WATER TEMPORARY TRAFFIC REGULATION ORDER (TTRO) FOR HIGH STREET AND MEAD LANE (BRIDGE WORKS)**

To provide an update following the meeting between SPC, B&NES Ward Cllrs, B&NES officers (the Highways Authority) and Wessex Water regarding the TTRO for High Street and Mead Lane restrictions. SPC first raised concerns about the TTRO on 5 May 2022, which is due to commence on 10 June for 18 months. To agree any further actions (if required) in the interests of residents who may be impacted by works by Wessex Water.

## **12. UPDATE ON SALTFFORD EMERGENCY PLAN**

Following a meeting of the Salford Emergency Coordinators Group on Monday 23 May, to receive an update on the Salford Emergency Plan for the Council’s awareness. To agree any actions required by SPC to support the aims of the group.

### **13. APPOINTMENT OF LINK MEMBERS FOR OUTSIDE BODIES**

Further to the decision resolved under item 16 at the May 2022 meeting, to appoint an additional Link Member for the Salford Sports Club for 2022/23.

### **14. CLIMATE EMERGENCY AND ENVIRONMENTAL INITIATIVES**

To receive an update on the 'Salford Wildflower Project: All You Seed is Love' initiative.

To discuss and agree new initiatives for the remaining Beebombs, possibly with a view to engaging with young people in the village.

To receive updates and information about any other previously agreed environmental initiatives.

### **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 upcoming page in SCAN (draft copy available on Cllrs SharePoint) and key communications to share via SPC's free page in The Week In.

### **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 3.d, in view of the confidential nature of the business about to be transacted in accordance with Standing Order 11.c and 11.d, it is advisable that the public and press be temporarily excluded and they are instructed to withdraw.

### **20. REVIEW OF STAFF CONTRACT**

To discuss and agree changes to the staff contract as proposed by Staffing Sub-Committee.