



# SALTFORD PARISH COUNCIL

**Tuesday 5 July 2022, 7:15pm,  
Wansdyke Room at Saltford Hall**

**(Free-standing hall at the rear of the Saltford Hall complex)**

## AGENDA

### 1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 7 June 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 Saltford's B&NES Ward Councillors.

### 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 planning applications in Saltford.
- 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 and consulted the Parish Council (Plans are [available online](#) on the B&NES Council Planning Portal and can be displayed on a screen at the meeting):

**22/02170/FUL - 43 Claverton Road West Saltford BS31 3DU.**  
Erection of single storey rear extension. Mr Andrew Martin.

**22/02283/FUL - The Old Granary Homefield Road Saltford BS31 3EG.** Conversion and extension of existing garage to form 1no new dwelling at The Old Granary. Heather Hopkins

**22/02332/FUL - Manor Cottage Manor Road Saltford BS31 3AF.**  
Demolition of existing outbuildings and swimming pool and the erection of a new single storey garage / storage building and alterations and extensions to the main house. Mr David Roberts

**22/02473/FUL - 30 Grange Road Saltford BS31 3AG.** Erection of an extension and alterations. Mr Richard Iles

## 9. FINANCIAL MATTERS

- a. **Monthly Financial Report** – To receive the monthly financial report for June 2022 (report is available on the [Meetings – Agendas and Minutes](#) page of the website).
- b. **Schedule of Expenditures** – To authorise all regular payments made or to be made during July and August 2022 as listed on the schedules (the schedules are on the [Meetings – Agendas and Minutes](#) page of the website).
- c. **SPC Debit Card** – Following receipt of new information, to retract the resolution June 2022 9.d 'Banking Charge Card' and to instead resolve to apply for a debit card for use by the Clerk for card-only payments and petty case use. (Any spend will be in line with Financial Regulations and Standing Orders).
- d. **iTeam Solutions website hosting** – To authorise expenditure to iTeam Solutions of £120 + £28 VAT for annual webhosting of SPC's website [www.saltfordparishcouncil.gov.uk](http://www.saltfordparishcouncil.gov.uk) between 26.08.22 and 25.08.23 (Budget heading: Publicity)
- e. **Saltford Santa Dash 2022 grant application** – To consider authorising a grant of £500 to the Saltford Santa Dash 2022 following a grant request

towards the costs of signage and new water containers (Budget heading: Misc Grants).

#### **10. QUOTES FOR CHURCHYARD WALLS MAINTENANCE**

To receive quotes following the survey of St Mary's Church churchyard walls. The quotes are based on the report from Clegg Associates and SPC's subsequent report for works identified. Three quotes were sought.

To accept a quote for wall repairs and associated maintenance works at St Mary's Churchyard.

#### **11. CHURCHYARD ARBORICULTURALIST REPORT**

To receive the arboriculturist report by AllTree following their tree inspection in June.

To agree any actions following receipt of the report, including to agree to seek quotes for work recommended.

#### **12. RESPONSE FROM FIRST BUS FOLLOWING SPC'S REQUEST FOR 'FARE FAIRS FOR SALTFORD'**

To receive the response from Doug Claringbold, Managing Director of First Bus West of England, following SPC's request for fairer fares for Saltford residents.

To discuss and agree any further actions with regards to SPC's request.

#### **13. SUPPORT REQUEST BY EXTINCTION REBELLION (XR) YOUTH BRISTOL FOR BUS TRAVEL CAMPAIGN**

To discuss supporting a new campaign by Extinction Rebellion (XR) Youth Bristol about bus travel in the West of England.

XR Youth Bristol's campaign has two demands to WECA and local councils:

- 1) Free buses: Free bus travel within the West of England (including North Somerset) for all those under the age of 25, all students, and all apprentices.
- 2) Fair buses: A consultation and public forum is run to identify improvements to bus routes that would best serve communities.

If the Council agrees to support this, to discuss and agree whether XR Youth can use the SPC logo as part of their campaign as a sign of the support given.

To discuss and agree if SPC will aid the circulation of a petition once the campaign has been launched.

To agree to minute that if SPC resolves to support the campaign and any associated actions, this would not be an endorsement by SPC of XR/ XR Youth as a whole or of its tactics.

#### **14. QUIET LANE(S) IN SALT FORD**

'Quiet lanes' are open to motorists, with signage to improve driver consideration to remind all users the lanes are shared spaces with walkers/cyclists/horse riders. Government funding is available for highways authorities for costs incurred to erect signage.

To resolve whether to approach B&NES Council (the Highways Authority) to ask about their intentions to use Traffic Regulation Orders (TROs) to introduce 'quiet lanes' in the B&NES area.

If resolved, to consider and agree possible locations for 'quiet lanes' in Saltford to suggest to B&NES Council i.e. single track (no lines).

#### **15. TRO REQUEST TO EXTEND YELLOW ZIGZAGS ON MANOR ROAD (AT REAR OF SALT FORD PRIMARY SCHOOL)**

To discuss and agree whether to ask B&NES Council to extend yellow zigzag markings on Manor Road (near Primary School), and if so, to suggest by what distance / where to.

As yellow zigzags are subject to enforcement, SPC understands if resolved its request would be added to B&NES Council's Traffic Regulation Order (TRO) 2023/24 list for its consideration.

#### **16. INVITATION TO MEET WITH B&NES COUNCIL CHAIR CLLR SHAUN STEPHENSON MCGALL**

B&NES Chair Cllr Shawn Stephenson McGall has contacted all parishes stating that he is keen to visit as many parishes during his time in office to deepen further civic and community relationships.

To discuss and agree whether to invite Cllr Stephenson McGall to meet with Parish Councillors in Saltford, and if so when, as well as key topics for discussion.

#### **17. PARISH LIAISON MEETING – WEDNESDAY 13 JULY**

The upcoming Parish Liaison meeting on Wednesday 13 July (6:30pm start) will be an in-person event at The Space, Keynsham. It is an opportunity to liaise with B&NES Council services during a 'World Café' session, including: Highways (including Police and FixMyStreet); Planning and Transport; Waste and Cleansing; and Senior Officers and Cabinet (including Mandy Bishop and Will Godfrey).

To agree which two SPC Councillors will attend. RSVP by Wednesday 6 July.

#### **18. SLIPWAY ACCESS TO THE RIVER**

To resolve whether the Parish Council's previous request to the B&NES Waterspace Study for steps/slipway for small unmotorised boat or water craft (e.g. SUP, kayak, canoe etc) access into the river at The Shallows remains appropriate following matters concerning visitor pressure on this residential and sensitive ecological area.

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

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

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

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

To receive an update on progress for GDPR compliance.

## **21. PUBLICITY**

To review the approach, effectiveness and content of SPC's publicity to identify improvements. This includes internal publicity (e.g. SPC's social media posts; quarterly e-newsletter; website news articles) and SPC's communications via external publications (e.g. quarterly page in The Week In; bi-monthly page in SCAN).

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

To receive any reports from Link Members on external organisations.

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

To receive any reports of urgent information from Parish Councillors.