



# SALTFORD PARISH COUNCIL

**Tuesday 4 April 2023, 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 7 March 2023 (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 invite Ward Councillor(s) to give a short verbal report to the Council and to receive any written report from B&NES Ward Councillor(s) for Saltford.

To ask Ward Councillor(s) any questions relating to items in the report, if present.

### 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 other new possible planning contraventions.

- c. **Planning items of urgent information** – To receive any reports of urgent information related to planning matters.
- d. **Planning applications** – As a statutory consultee, to consider the following planning applications in respect of which B&NES Council has invited comments (Further information is [available online](#) and may be displayed on a screen at the meeting. Text taken directly from information supplied by B&NES Council):

**23/01075/VAR - 22 Uplands Road Saltford BS31 3JJ.** Variation of condition 2 (Plans List) of application 20/04737/VAR (Variation of condition 2 (plans list) of application 20/02694/VAR (Variation of condition 2 (Plans List) application 19/03008/VAR. (Variation of condition 2 attached to application 18/01449/FUL (Erection of 1no. 2bed single storey dwelling (resubmission)). Mr David Lamb

**23/01101/FUL - 45 Grange Road Saltford BS31 3AQ.** Erection of single story side extension, with a part garage conversion to create a ground floor bedroom/living area. Mr John Vernon

- e. **Planning Policy update: B&NES Council Local Plan including SPC's request for 'Saltford South' landscape designation (AGLV or LGS).**

To receive any updates about the B&NES Council Local Plan, including information about SPC's resolution to request landscape designation for 'Saltford South'.

To receive an update about support and actions taken (or to be taken) by Keynsham Town Council relating to SPC's request for 'Saltford South' landscape designation to be included in the Local Plan.

## 9. FINANCIAL MATTERS

- a. **Monthly Financial Report** – To receive the monthly financial report for March 2023 (report is also 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 April 2023 as listed on the schedule (the schedule is on the [Meetings – Agendas and Minutes](#) page of the website).
- c. **Internal audit** – To agree to appoint Auditing Solutions as SPC's internal auditor for the 2022/23 financial year and authorise expenditure of up to £350 (Budget: Auditing)
- d. **H&S tree works at St Mary's Churchyard** – To record spend of £450 to Parry Tree Services as authorised by the Clerk on the grounds of Health and Safety (in line with Financial Regulation 4.5) for works at St Mary's Churchyard to fell the common lime (Budget line: Churchyard special

maintenance projects)

## **10. BIENNIAL INSPECTION OF ST MARY'S CHURCHYARD**

To receive and accept the report from members of the Churchyard Safety Group following the biennial inspection of St Mary's Churchyard on 14 March 2023 (a copy of the March 2023 inspection record is available on the Councillors SharePoint page).

Further to item 9.c above (to resolve spend to fell Common Lime in churchyard on the grounds of Health and Safety) to agree any recommended actions following the inspection.

## **11. SPC REQUEST TO BANES COUNCIL TO TAKE RESPONSIBILITY FOR A SAFER CLEANER RIVER – WATERSPACE PARTNERSHIP RESPONSE**

In February SPC resolved to request that B&NES Council take urgent action and responsibility for a safer, cleaner River Avon in Saltford for users and wildlife, to be led by its WaterSpace Partnership in consultation with key agencies.

To discuss the response to SPC from B&NES Council's representative on the WaterSpace Partnership (copy available on Cllrs SharePoint) and to agree any actions required, including arrangements to meet with B&NES Council's WaterSpace Partnership representative.

## **12. REQUEST TO LOWER SPEED LIMIT ON MANOR ROAD AND COURTNEY ROAD (SECTIONS OF HIGHWAY BETWEEN SALT FORD AND KEYNSHAM) FROM NSL TO 20MPH**

To discuss a request to ask B&NES Council (the Highways Authority) to reduce the national speed limit (NSL) on the highways between Grange Road, Saltford and the residential areas of Manor Road and Courtney Road, Keynsham (aka 'the lanes') to 20mph. for the safety of all users (including pedestrians, cyclists and horse riders).

To note that if resolved and B&NES Council agrees to consider the request, that any change in speed limit will require B&NES Council to carry out a Traffic Regulation Order (TRO) which will include a public consultation. TROs generally take place annually, it is likely that TROs for Saltford and Keynsham will next be considered in c. March 2024.

## **13. MEETING WITH REPRESENTATIVES FROM BRISTOL AIRPORT**

To receive an update from Parish Councillors who attended a meeting on 4 April 2023 with representatives of Bristol Airport, to discuss concerns relating to flight paths, frequency of flights, flight times (including night flights) and associated pollution.

To discuss and agree any actions following the meeting for the May agenda.

#### **14. PARISH WALK 2023**

To agree the date of the SPC Parish Walk as Wednesday 14 June (postponed from previously agreed date of 13 June) and to agree the route and accept the risk assessment for the Parish Walk (if information available at time of meeting).

#### **15. REGISTER OF ASSETS**

To review the Council's Register of Assets which lists the Parish Council's list of items valued over £100. (A proposed revised Register of Assets is on the Councillors SharePoint Page).

To agree to seek insurance quotes for agreement at the May meeting.

#### **16. UPDATE ON ASSETS**

To receive an update on actions to display the SPC logo on the village signs.

To receive an update (if any) following the Norman Road phone box collision.

To receive an update on damage to the Fairtrade sign (Bath end of the village).

#### **17. LGA CODE OF CONDUCT 2020**

To resolve to adopt the Local Government Association's Code of Conduct 2020 (updated May 2021) as Saltford Parish Council's Code of Conduct. A copy is available on Cllrs SharePoint.

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

To receive updates and information about environmental initiatives in Saltford, including:

- B&NES Council's WECA funding application for pollinator projects in Saltford, for which SPC is a named partner.
- Fence and signage to protect new trees and shrub whips as planted in March near the river to aid nature and the environment.
- Actions taken to protect the green amenity space by The Shallows car park.

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

To receive an update on progress for data management and GDPR compliance.

#### **20. PUBLICITY**

To discuss the contents of SPC's next SCAN page.

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

To receive any reports from Link Members on external organisations.

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

To receive any reports of urgent information from Parish Councillors.