



SALT FORD PARISH COUNCIL

**Tuesday 6 June 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 16 May 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 receive any written report from B&NES Ward Councillor(s) for Saltford. To invite Ward Councillor(s) to give a short verbal report to the Council and to ask Ward Councillor(s) any questions relating to the report.

If relevant, to ask B&NES Ward Councillors for information relating to any item(s) on the agenda.

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.

To discuss whether the Council wishes to be added as a 'complainant' following a possible planning enforcement case opened at 2 Mill Cottages (Grade II listed, in the Salford Conservation Area), due to its relevance to Salford's built heritage and its proximity to the Salford Brass Mill.

- 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):

23/01757/AR - The Crown 500 Bath Road Salford BS31 3HJ. Display of various replacement and refurbished signs. Greene King

23/01758/LBA - The Crown 500 Bath Road Salford BS31 3HJ. External work to display various replacement and refurbished signs. Greene King

23/01882/FUL - 2 Howard Close Salford BS31 3AS. Erection of single storey rear extension and conversion of garage. Mr David Entwistle

23/01860/HEDGE - Land Next To Sewage Works Avon Lane Salford. Removal of two sections of hedgerow on the boundary of Salford Sewage Works. Wessex Water

23/01912/FUL - 1 Justice Avenue Salford BS31 3DR. Erection of single storey rear extension and two storey side extension. Mrs Claire McKenzie

- e. B&NES Council Local Green Space review** – B&NES Council is at the early stage of preparing its new Local Plan, which will establish the planning framework to guide future change in B&NES up to 2042. In addition to allocating development sites the new local plan will seek to identify green areas of particular importance to be designated as Local Green Spaces. SPC has been invited to put forward sites for consideration (only those that are in addition to any local green spaces already designated through the Placemaking Plan). To resolve whether to nominate any areas in Salford for Local Green Space review, and if so, the areas to request to be included in B&NES Council's Local Plan Options document. To submit SPC's response by the 14 July deadline.

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

Further to item 10.e, To receive any further updates or to resolve actions with regards to the B&NES Council Local Plan, including information about SPC's resolution to request landscape designation for 'Saltford South'.

9. FINANCIAL MATTERS

- a. **Monthly Financial Report** – To receive the monthly financial report for May 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 May 2023 as listed on the schedule (the schedule is on the [Meetings – Agendas and Minutes](#) page of the website).
- c. **Saltford Santa Dash grant application** – To consider authorising a grant of £500 to the Saltford Santa Dash following a grant request for signage and e-readers (Budget heading: Misc grants).

10. SPC REQUEST TO BANES COUNCIL TO TAKE RESPONSIBILITY FOR A SAFER CLEANER RIVER – WATER SPACE PARTNERSHIP MEETING

To receive an update following the meeting between SPC and the B&NES Council's Water Space Partnership representative held on 23 May, and to discuss any outcomes.

To look to resolve a response to the river extract from the Liberal Democrats 2023 Full Manifesto for B&NES Council Election (p.10) at <https://www.bathneslibdems.org.uk/assets/2023-04-11/full-manifesto-2023.pdf> following the outcome of the May elections, as follows:

As a major owner of river-banks and surroundings, and acknowledging our overarching responsibilities for environmental health, planning, and transport, we will:

- Maintain our commitment to protect the natural environment and habitats of our area as well as provide safe access to recreational spaces.
- Work in partnership with the Environment Agency, The Canal and River Trust, other agencies, organisations, and land owners, to make the rivers in our area cleaner, safer for wildlife habitat, and protected from abuse.
- Seek to lead and co-ordinate action on river water quality where possible.

To resolve any further actions to achieve SPC's request for B&NES Council to take action and responsibility for a 'safer, cleaner river'.

11. APPOINTMENT OF MEMBERS TO THE SALT FORD EMERGENCY COORDINATORS GROUP

Following elections, to resolve SPC's members of the Saltford Emergency Coordinators Group. The group consists of voluntary members, often including Saltford's B&NES Ward Councillors, SPC members and staff, and Saltford Community Association committee members. It is noted that B&NES Council is the responsible authority for emergency planning.

12. APPOINTMENT OF COMMITTEES AND WORKING GROUPS AND MEMBERSHIP THEREOF

To formally agree Cllr Gary Graveling as a member of Planning Committee, as resolved in his absence at the May meeting (item 13), or else to otherwise appoint another Councillor to Planning Committee.

To resolve whether to increase the number of Councillors on Staffing Committee to five, and if agreed, to appoint a Councillor as a member of Staffing Committee.

13. APPOINTMENT OF LINK MEMBERS FOR PARISH COUNCIL AIRPORT ASSOCIATION (PCAA) AND CONTACT FOR THE BRISTOL EAST FRINGE CYCLING AND WALKING GROUP

To agree a SPC Councillor as Link Member for the Parish Council Airport Association (PCAA) for the year 2023/24.

To agree a SPC Councillor contact for the Bristol East Fringe Cycling & Walking Group for the year 2023/24.

14. REQUEST FROM ALLOTMENT TENANT FOR SKIP TO CLEAR STONES ETC FROM SITE

To discuss and resolve a request from an allotment tenant for the removal of a pile of rocks and weeds by the gate to the Wick House Allotments and to arrange the brambles to be cut back, or alternatively to arrange a skip for tenants to clear stones, weeds and brambles from the allotment site. If either action is resolved, to agree to seek quotes for the Council's consideration at the July meeting.

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

Under item 12 at the April 2023 meeting, the Council resolved to contact Keynsham Town Council to discuss the possibility of a joint approach to B&NES Council to request a reduced speed limit coupled with traffic calming measures.

At KTCs suggestion (Item 34 on KTC's May draft minutes), to agree SPC Cllrs to meet with KTC's Town Clerk, Cllr Wait and Cllr Leonard to consider the matter. Any further decisions to lower the speed limit and introduce traffic calming measures in the 'lanes' between Saltford and Keynsham will be on a future agenda to resolve.

16. UPDATE ON ASSETS

To receive any updates from Councillors and staff following the biannual asset checking as assigned at the May meeting.

To receive an update on the delivery and installation of the replacement Norman Road phone box.

17. CLIMATE EMERGENCY AND ENVIRONMENTAL INITIATIVES

To receive updates and information about environmental initiatives in Saltford

18. DATA PROTECTION AND GDPR UPDATES

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

19. PUBLICITY

To discuss the contents of SPC's next SCAN page and free page in The Week In.

20. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

To receive any reports from Link Members on external organisations.

21. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

To receive any reports of urgent information from Parish Councillors.