



SALTFORD PARISH COUNCIL

Tuesday 5 March 2024 7:15pm

Avon Room, Saltford Hall

AGENDA

1. MINUTES

To receive and confirm as a correct record the minutes of the meeting of the Council held on 6 February 2024 (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.

To note that Cllr Julie Austwick is on a six month sabbatical.

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.*

(Items 1-3: 5 minutes)

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.

(Up to 15 minutes, at Chair's discretion)

5. CHAIR'S ANNOUNCEMENTS

To receive any announcements from the Chair.

(5 minutes)

6. CLERK'S ANNOUNCEMENTS

Following circulation of the Clerk's Report to Councillors ahead of the meeting, receive a summary of any announcements or information from the Clerk.

(5 minutes)

7. REPORT FROM B&NES COUNCIL WARD COUNCILLORS

To receive any written report from B&NES Ward Councillor(s) for Saltford. If present, to invite Ward Councillor(s) to give a short report to the Council. To ask Ward Councillor(s) any questions relating to the report or if relevant, to ask B&NES Ward Councillors for information about 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.
- 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](#) on the B&NES Council planning portal and may be displayed on a screen at the meeting):

24/00471/FUL - 56 Claverton Road West Saltford Bath And North East Somerset BS31 3DS. Erection of single storey rear extension, single storey side extension following demolition of existing conservatory. Brickwork boundary fence to be removed and replaced with timber fence. Mrs Janet Scott

24/00563/FUL - 5 Tynning Road Saltford BS31 3HL. Erection of single storey rear extension. Mr and Mrs J&P Goad

24/00580/FUL - 1 Somerville Close Saltford BS31 3HT. Erection of single storey rear extension following demolition of existing rear lean-to extension. Mr and Mrs Alan and Anita Martinovic

24/00627/FUL - 470 Bath Road Saltford BS31 3DJ. Erection of two storey side extension and single storey rear extension with new front porch and rendering to existing brick work. Mr Ross King

24/00720/FUL - 38 Uplands Road Saltford BS31 3JJ. New single storey entrance following removal of porch. Also re-cladding of existing dormer windows to the front and back. Mr Tony Riddle

- e. **Planning Policy: Saltford's Green Belt Landscape following SPC's request for 'Saltford South' landscape designation (AGLV or LGS)**

Further to the response received from B&NES Council's Cabinet Member Cllr Matt McCabe following SPC's submission of its '[Landscape designation request – Reaffirmation plus options from SPC' paper](#), to discuss the Saltford Green Belt landscape planning policy and character appraisal paper titled: 'Saltford Area of Great Landscape Value – Planning Policy and Character Appraisal by Saltford Parish Council' (draft version available on Cllrs SharePoint).

(i) To discuss and resolve whether to adopt and publish the document as an official SPC document.

(ii) To discuss and resolve whether to expand SPC's landscape designation request to B&NES Council to cover all of Saltford's Green Belt landscape as described in the document.

(iii) To resolve other actions and uses for this document including publicity.

Also:

(iv) To resolve to adopt as a SPC document 'Saltford's Area of Great Landscape Value – A Photographic Record' (draft copy available on Cllrs SharePoint). This document supports information in the 'Saltford Area of Great Landscape Value – Planning Policy and Character Appraisal by Saltford Parish Council' as well as being a stand-alone document.

(v) To resolve other actions and uses for this document including publicity.

Also:

(vi) To note that members of the Local Plan Working Group will meet with Jacob Rees-Mogg MP in March, and to discuss and agree the requests to be made.

(vii) To receive any further updates or comments from the Local Plan Working Group (any recommendations from the group will be considered by full council under a separate item).

f. B&NES Council Local Plan 'Options Consultation' response:

To resolve SPC's response to the [B&NES Council Local Plan Options Consultation](#) following consideration of the information shared by B&NES Council. To respond to information included in the consultation about '[West Saltford](#)' and '[South Saltford](#)' and also to resolve responses on any or all other locations included in the B&NES Local Plan Options Consultation.

To resolve how to submit SPC's response (according to the options given on the Local Plan Options Consultation '[Submit Your Feedback](#)' page).

To resolve how SPC's response will be shared and publicised, and any persons or organisations that SPC will directly share its Options Consultation response with for awareness.

(Information about the consultation and how to respond can be found on the B&NES Council website at <https://beta.bathnes.gov.uk/local-plan-options-consultation>. The consultation end date is 5pm on 8 April 2024).

(Planning Matters - 30 minutes)

9. FINANCIAL MATTERS

- a. **Monthly Financial Reports** – To receive the monthly financial report for February 2024 (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 March 2024 as listed on the schedule (the schedule is also on the [Meetings – Agendas and Minutes](#) page of the website).

(3 minutes)

10. 'BIG THANK YOU 2024' EVENT REVIEW AND 'BIG THANK YOU 2025' EVENT (INCLUDING SPEND)

To review the 'Big Thank You' event co-hosted by SPC and SCA on Friday 1 March following the Annual Parish Meeting.

To discuss and resolve whether to co-host the event in 2025 alongside the Annual Parish Meeting between 1 March and 1 June (date TBC) should SCA be in agreement.

If resolved, to agree a future spend of up to £500 for costs towards food and hall hire for the APM and 'Big Thank You 2025' event (Budget: Council Led Schemes).

11. DATE FOR CHURCHYARD INSPECTION

To agree members of the Churchyard Working Group to carry out the next biannual inspection of St Mary's closed Churchyard for which SPC has safety management responsibility. To agree to carry out the inspection in March (if possible, pending weather conditions and availability), with the intention for a report to be given at the April meeting.

(3 minutes)

12. B&NES COUNCIL INTENTION TO REVOKE 'SALTFORD AIR QUALITY MANAGEMENT AREA (AQMA) ORDER 2013'

B&NES Council has informed SPC it intends to revoke the 'Saltford Air Quality Management Area Order 2013' ([a map of the Air Quality Management Area](#) is on the B&NES Council website, with further [details about revoking the Saltford AQMA](#) also on the B&NES Council website).

To discuss and resolve any representation from SPC to B&NES Council with regards to the proposals by the 11 March (midday) end date, by email or by post.

(5 minutes)

13. NORMAN ROAD PHONE BOX – PROJECT UPDATE

To receive an update on the replacement Norman Road phone box project, including information about National Grid reconnection works.

(5 minutes)

14. CLIMATE EMERGENCY AND ENVIRONMENTAL INITIATIVES

To receive any updates and information about environmental initiatives in Saltford.

To share any updates – if received – from B&NES Council with regards to EV charging points being installed at the B&NES Wedmore Road car park.

To resolve how to distribute any surplus 'Hedgehog Highways' signs to residents or local groups and organisations.

(5 minutes)

15. DATA PROTECTION AND GDPR UPDATES

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

(3 minutes)

16. PUBLICITY

To review and agree the future use, frequency and contents of SPC's e-Newsletters.

(5 minutes)

17. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

To receive any reports from Link Members on external organisations.

(3 minutes)

18. ITEMS OF URGENT INFORMATION FROM COUNCILLORS

To receive any reports of urgent information from Parish Councillors.

(3 minutes)