



SALTFORD PARISH COUNCIL

Minutes of the ordinary meeting of the Council held in the Avon Room at Saltford Hall on Tuesday 4 March 2025 at 7.15pm

PRESENT

Councillors: Jon Godfrey (Chair), Julie Austwick, Dudley Bartlett, Gary Graveling, David Halton (Vice Chair), Phil Harding (Chair of Planning Committee), Emma Hughes, Paul Smith, Andy Rice and Sally Turner.

Officer: Lottie Smith-Collins.

1. MINUTES

The Council resolved to accept the draft minutes of the Full Council meeting held on Tuesday 4 February 2025 at Saltford Hall as final. The minutes were confirmed as a correct record and signed by the Chair of the meeting.

2. APOLOGIES FOR ABSENCE

Apologies for inability to attend were received in advance of the meeting from Cllr Shayan Aziz,

3. DECLARATION OF INTERESTS

Cllr Gary Graveling declared an interest in Item '10.d Planning Applications - 25/00537/FUL - 49 Manor Road' and stated that as he was a neighbour of the applicant he would abstain from the discussion and vote.

4. CHAIR'S ANNOUNCEMENTS

Cllr Jon Godfrey expressed his congratulations on behalf of SPC to Cllr Phil Harding, who had been awarded the B&NES Council Community Awards 'Peter Duppa-Miller Award'. B&NES Council had shared that the award acknowledged the commitment and service provided by Town or Parish Councillors within the region. Cllr Godfrey provided a quote from the person who had nominated Cllr Harding, who had stated in their nomination to the B&NES Council judging panel: "I have always been very impressed by the vigour, tenacity, and enthusiasm with which Phil works constantly to protect everything and everyone in the Parish".

Also in relation to the B&NES Council Community Awards, Cllr Godfrey shared that SPC was delighted to announce that Saltford resident Graham Bush had been awarded the 'Willson Volunteer of the Year Award'. B&NES Council had stated that the award acknowledged volunteers who have made an exceptional contribution to the community. SPC had nominated Graham Bush (resolved Item 21, December 2024) in recognition of his three decades dedicated to enabling young people through his work with Saltford Scouts and Wansdyke Scout District, coupled with his recent vision to create a new Explorer Scout Unit linked with Fosse Way School in

Radstock for young people with Special Educational Needs and Disabilities (SEND).

Cllr Godfrey stated that the Parish Council welcomed information that the West of England Combined Authority (WECA) had suspended their proposals for bus lanes on the A4 Keynsham bypass, to which SPC, Saltford B&NES Ward Councillors and many residents had strongly opposed (also see Clerk's Announcements).

Cllr Godfrey shared that SPC welcomed WECA's news article 'Top national award for West's rail investment' in which it stated that WECA's Mayor Dan Norris was leading work to explore more new stations in the region, including in Saltford.

Cllr Godfrey shared that he looked forward to chairing Saltford's Annual Parish Meeting at Saltford Hall (Main Hall) on Friday 7 March, as hosted by SPC, and that the APM notice and agenda was available on SPC's website and noticeboard. Cllr Godfrey expressed his thanks to the Saltford Community Association for their support with the APM and for co-hosting 'The Big Thank You' event with SPC, which would follow the APM.

5. PUBLIC TIME

There were 3 members of the public present.

No members of the public addressed the Council.

6. CLERK'S ANNOUNCEMENTS

The Clerk shared that a report had been circulated to Councillors prior to the meeting, and summarised the following information:

- **Saltford Annual Parish Meeting 2025:** The Saltford Annual Parish Meeting would be held on Friday 7 March, at Main Hall at Saltford Hall, starting at 7pm. Members of the public welcome to attend.
- **B&NES budget precept information 2025/26:** B&NES Ward Cllr Duncan Hounsell had signposted SPC to B&NES Council's budget information which included information about Town and Parish Council precepts for 2025/26. The document detailed that an average Band D household in B&NES would pay a precept of £59.11, which was an 8.78% increase on 24/25. The precept paid by an average Band D property in Saltford had been set at £32.44 for 2025/26, which was an increase of 5.5% on 24/25 (shown as 5.7% on Council Tax bills due to a change in tax base). This information had also been shared on SPC's website under '[Finance – Precept](#)'.
- **WECA Mayor Election and pre-election period:** The West of England Combined Authority Mayor elections would take place on 1 May 2025. SPC had been informed that the pre-election period would commence on 25 March 2025.
- **Response from Cllr Kevin Guy to SPC's open letter 'BathNES Liberal Democrat letter and petition to Saltford residents (A4 Bus lanes)':** A

response had been received from Cllr Kevin Guy, Leader of B&NES Council, following SPC's open letter titled 'BathNES Liberal Democrat letter and petition to Saltford residents (A4 Bus lanes)'. Cllr Guy had stated that WECA was the transport authority responsible for decision-making in relation to the A4 Bath to Bristol corridor project, and had stated that *'we in B&NES, like you, have been seeking a more consultative approach from WECA for some years, and we are also keen to understand whether your concerns in relation to impacts on air pollution, and to traffic and bus flow, are well-founded.'* Cllr Guy had added that B&NES Council Cllr Sarah Warren, Deputy Leader, had recently written to WECA Mayor Dan Norris to request a more consultative approach in relation to the project, as well as modelling of traffic flow and air pollution of the proposed changes which had yet to be received from WECA. With reference to his letter and petition to Saltford residents and the concerns raised by SPC, Cllr Guy had stated that the 'part-time bus lanes' were one example of an alternative solution that WECA might like to model, and clarified that B&NES Council had not formally put forward any proposal for an alternative scheme to WECA. Cllr Guy also stated that B&NES Council hoped that the incoming Mayor (WECA Mayor elections are due 1 May 2025) would work with Councils, residents and stakeholders *'in a more collaborative way to develop shared plans to improve public transport along the corridor going forward'*.

- **WERN community survey:** Avon Local Council Association had encouraged Councillors and/or Parish Councils to respond to the West of England Rural Network (WERN) survey to collect information to highlight needs within local communities. A copy of WERN's letter had been circulated to Councillors with the survey link (and also to SCA).

7. INFORMATION FROM B&NES COUNCIL SALTFFORD WARD COUNCILLORS

Cllr Duncan Hounsell was present at the meeting, and shared that he had circulated a copy of his report to the Parish Council in advance of the meeting.

Information shared by Cllr Hounsell at the meeting included:

- His congratulations to Cllr Phil Harding following news that Cllr Harding had been awarded the prestigious B&NES Council 'The Peter Duppa-Miller Award'
- That he had attended the B&NES Council Budget 2025/26 meeting. Cllr Hounsell shared information about the high proportional cost of Children's and Adult Social Services to Local Authority budgets and indicated spend required from B&NES Council's budget to provide these services. Specifically with regards to spend in Saltford Ward, Cllr Hounsell provided information about the £755,000 spend allocated for A4 resurfacing works between Uplands Road (Saltford) and The Globe Roundabout. Cllr Hounsell also welcomed that £35,000 had been allocated to create a central pedestrian refuge on the A4

Bath Road near The Glen and The Shallows junctions for safer crossing. Other budget information included that B&NES Council had allocated funds to create a 20mph speed limit (reduced from the National Speed Limit) on Courtney Road and Manor Road between Keynsham and Saltford (as jointly requested by Saltford Parish Council and Keynsham Town Council). Two additional 'Clean and Green Teams' had also been accommodated in the new B&NES Council budget, as had a trial of extended Park & Ride times to 11:30pm.

- Information that B&NES Council Deputy Leader Cllr Sarah Warren had responded to the latest informal Bristol Airport consultation on behalf of B&NES Council, to state that the B&NES Council administration opposed the further expansion of Bristol Airport.

B&NES Ward Cllr Chris Warren was also present at the meeting.

Information shared by Cllr Chris Warren included:

- That he had attended the B&NES Council Budget 2025/26 meeting, which he was pleased to observe. Cllr Warren commented on the need for the A4 resurfacing works as included in the B&NES Council Budget, in recognition of it being a major road.
- Concern about B&NES Council's support and spend on initiatives that reduced motor vehicle access in some residential areas, and made reference to a Liveable Neighbourhood Scheme in Bath (Sydney Road and New Sydney Place) as raised at the B&NES Budget meeting by members of the public. Cllr Warren expressed his view that he represented Saltford as a Ward Councillor of a rural community, and as such he recognised that residents had a reliance on motor vehicles as a means of transport.
- That he had written to the WECA Mayor Dan Norris for clarification on WECA's position with regards to proposals for the 'A4 Bath to Bristol Corridor' following information that proposals for the Keynsham Bypass had been postponed. Cllr Warren also referred to the upcoming WECA Mayoral elections in May.

8. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

Cllr David Halton shared that he had attended the Saltford Business Network social event on Monday 24 February, and that he had enjoyed engaging with members.

Cllr Phil Harding, SPC link member for Saltford Environment Group (SEG) (and independently of SPC the Chair of SEG), shared that SEG's History Project team would produce an exhibition and PowerPoint reel to support SCA's VE80 commemorations in May. This information would also be shared with Saltford Primary School to support local education of children and young people.

Cllr Harding also shared that the Saltford Wombles would be participating in the

River Avon Spring Clean on 29 March 2025.

The Clerk shared that they had attended the Keynsham Area Forum on Wednesday 26 February and that minutes and a link to the YouTube video of the meeting would be shared once received from B&NES Council.

It was shared that the Saltford Community Association AGM would take place on Thursday 3 April at 8pm at Main Hall, Saltford Hall. Information was also shared that the SCA would host a Village Afternoon Tea in May to commemorate the 80th anniversary of VE Day, and that SCA would also produce a booklet of local World War II memories to mark the anniversary.

9. FUTURE AGENDA ITEMS

The Council agreed to have as a future agenda item (likely May, due to the pre-election period) to approach WECA for clarity and information about their position with regards to proposals for the A4 Bath to Bristol Corridor, in consideration that aspects of the project had been reportedly postponed and that no information had been received directly from WECA.

10. PLANNING MATTERS

a. Decisions and appeals

The Clerk reported that SPC had been informed that the following application had been PERMITTED (with conditions) by B&NES Council:

24/04526/FUL - 535 Bath Road Saltford BS31 3JG. Erection of two storey rear extension, single storey rear extension, hip to gable extension, and front dormer. Mr D Maggs

24/04368/FUL - 7 Chestnut Walk Saltford BS31 3BG. Erection of two storey side extension and single storey rear extension following removal of existing garage and existing storey rear extension and conservatory. Mrs Uddin

24/03513/FUL - 44 Rodney Road, Saltford, BS31 3HP. Erection of two storey side extension (following removal of storage area). Mr and Mrs Sellars

25/00259/FUL - 20 Beresford Close Saltford BS31 3HU. Erection of rear and side single storey extension. Mr and Mrs Hitchcock

The Clerk reported that the following application has NO OBJECTION by B&NES Council:

25/00283/TCA - 36 High Street Saltford BS31 3EJ. T1 Cotoneaster Cornubia - coppice to ground level. T2 Silver Birch, Betula Youngii - trim branches of 2.5m over the path. T3 Magnolia Grandiflora - trim by 750mm on both sides. Trim top by 750mm. Peter Philips

b. Planning contraventions

- i. No updates were received on matters that had been referred to B&NES Council regarding possible contraventions.
- ii. The Council resolved that a possible planning contravention may have occurred at the front of a property on Grange Road (near the A4 Bath Road) and that SPC would raise this as an enquiry for the attention of B&NES Council's Planning Enforcement team. The Parish Council considered that similar builds had required 'due process' to be followed (e.g. an application for Planning Permission made to the Planning Authority, B&NES Council) with permission granted by B&NES Council prior to any works commencing. The Council had noted that no information for a permitted build was available on the B&NES Council Planning Portal.

It was noted that it was not SPC's role to determine whether a planning contravention had occurred, but that should concerns be raised or a Councillor note a possible planning contravention that the Parish Council could raise this to the attention of the Planning Authority (B&NES Council) to determine.

c. Planning items of important or urgent information

It was shared that SPC had received information from B&NES Council's Licencing Team that a Licencing hearing would take place with regards to '25/00176/LAPRE' – Snake Meadows, Bath Road, Saltford'. Due to the location of the event venue being in Saltford's Green Belt, and following SPC's resolution to the Licencing consultation as resolved under [Item 17 at SPC's February meeting](#), Cllr Phil Harding shared that he would attend and represent SPC at the Licencing hearing in March.

d. Planning applications (consultations) – As a statutory consultee, the Council considered and RESOLVED the following planning application in respect of which Bath & North East Somerset (B&NES) Council had invited comments (text taken directly from information supplied by B&NES Council):

25/00520/FUL - 18 Manor Road Saltford BS31 3DN. Erection of single-storey rear extension, garage conversion and creation of new openings on side elevations. Mr Michael Franklin

It was resolved that B&NES Council be advised that this Council **SUPPORTS** this application:

25/00549/TCA - Woodland Belt To South Of 6 Mill Cottages The Shallows Saltford. Silver Birch - fell. Mandy Mabbs

It was resolved that B&NES Council be advised that this Council **COMMENTS ON** this application:

COMMENT: Saltford Parish Council is concerned that this general area of Saltford's Conservation Area has lost several mature trees in recent months and years, mainly due to disease. The Parish Council therefore asks BaNES Council to actively encourage the applicant to plant a replacement tree of a species native to NE Somerset to provide ongoing valuable wildlife habitat in Saltford as well as maintaining the Conservation Area's tree cover in the longer term. The replacement tree should, of course, be planted near the felled tree but a suitable distance from the new Network Rail drain.

25/00537/FUL - 49 Manor Road Saltford BS31 3AB. Raise existing north facing boundary wall fronting Manor Road (Retrospective). Mr and Mrs Condon

It was resolved that B&NES Council be advised that this Council **OBJECTS** to this application:

OBJECT: Saltford Parish Council objects to the excessive and incongruous height of the new high front wall facing the highway constructed for this property that far exceeds the 1-metre from ground level height limit under the Town and Country Planning (General Permitted Development) (England) Order 2015, Part 2 Cross Heading: Class A – gates, fences, walls etc. for front garden fences and walls adjacent to a highway used by vehicular traffic. An established hedge was removed for the construction of the wall, contrary to the claim in the application form that no trees or hedge required pruning or removal for the work. The wall as constructed dominates the street scene and is out of context with the open aspect of this location that leads to, and is immediately adjacent to, Saltford's Green Belt, an Area of Great Landscape Value.

The Parish Council reminds BaNES Council that on 4th March 2014 the Secretary of State dismissed the appeal and refused planning permission for Crest Nicholson to build up to 99 dwellings on Saltford's Green Belt fields south of Manor Road; those fields are immediately adjacent to No. 49 Manor Road. The Secretary of State in making his decision "identified harm to the Green Belt's openness". If the case officer is minded to approve this retrospective planning application, and not require the height of the wall to be reduced in accordance with the aforementioned 1-metre height limit at this sensitive location, Saltford Parish Council requests that it be referred to the Planning Committee for determination.

Please note: The Parish Council attaches a photographic record to accompany this response so that BaNES Council can see the visual impact of the wall and also part of the established front road-facing hedge that has been removed.

25/00742/FUL - 23 Grange Road Saltford BS31 3AH. Erection of a double storey side extension, single storey rear extension and front porch following demolition of existing garage and single storey extensions. Mrs Jasmin Grant

It was resolved that B&NES Council be advised that this Council **COMMENTS ON** this application:

COMMENT: Whilst Saltford Parish Council is supportive in principle of the planning application, there is concern that, at potentially considerable inconvenience to the neighbouring property, 25 Grange Road, future access for maintenance or repair of the south side extension will be required from that neighbouring property due to the proximity of the new double storey side extension. In circumstances like this Saltford Parish Council considers that a gap of around 1 metre between the outside wall of the proposed extension and the adjacent boundary would be appropriate to avoid such an unnecessary and avoidable imposition on the neighbouring property.

e. SPC PAPER: GREY BELT ASSESSMENT OF SALTFORD'S GREEN BELT AREA OF GREAT LANDSCAPE VALUE (AGLV)

Further to the Council resolving that none of Saltford's Green Belt met the Government's definition of 'Grey Belt' ([Item 11.e, January 2025](#)) and in line with the decision made at the January meeting, the Council resolved to adopt SPC's paper 'Grey Belt Assessment of Saltford's Green Belt (AGLV)' and to add a copy to its website.

f. B&NES COUNCIL 'CALL FOR SITES' AS PART OF RESET LOCAL PLAN PROCESS: INFORMATION FOR B&NES COUNCIL PLANNING POLICY TEAM (NOT TO RESPOND TO THE 'CALL TO SITES' CONSULTATION)

SPC had been made aware that B&NES Council was running another [call for sites](#) as part of the reset Local Plan process, the purpose of which was to ask for suggestions of potential sites that could be considered for development for housing and economic uses. The Council resolved that it would inform the B&NES Council Planning Policy team, by email, of the following information as contained in previously resolved SPC papers and letters:

- [SPC's Local Plan Options Consultation response](#) from 2024, specifically sections 'New settlement' and 'Bath and elsewhere' under 'Keynsham, and Saltford: Area overview' (p.4 on the document linked)
- SPC's public letter '[New Housing without compromising food security and nature](#)' to the Deputy Prime Minister Angela Rayner MP.
- SPC's resolution at its [January 2025 meeting Item 11.e](#) that Saltford Parish Council views that none of Saltford's Green Belt meets the Government's definition of 'Grey Belt', as supported by SPC's papers titled 'Grey Belt assessment of Saltford's Green Belt AGLV' (as resolved to adopt under item 10.e, above), 'Landscape and Heritage Sensitivity Assessment of Saltford South of the A4' (July 2024) and 'Landscape and Heritage Sensitivity Assessment of Saltford North of the A4' (August 2024).

It was resolved that SPC would submit to the Planning Policy team the above documents (or sections of documents) for its consideration. It was noted that SPC would not respond directly to B&NES Council's 'Call for Sites' consultation as on the [B&NES Council Call for site proposals for development \(HELAA\)](#) page.

g. UPDATE FOLLOWING SPC PUBLIC LETTER ‘NEW HOUSING WITHOUT COMPROMISING FOOD SECURITY AND NATURE’ TO THE DEPUTY PRIME MINISTER ANGELA RAYNER MP

The Council received information following SPC’s [open \(public\) letter to Angela Rayner MP](#) (as resolved under [Item 10.e. at its February 2025](#) meeting).

Cllr Phil Harding shared that support had been expressed for SPC’s letter to the Deputy Prime Minister by a member of the Community Planning Alliance (CPA), who had contacted SPC after they saw a copy of the letter. A subsequent CPA letter titled ‘Smart Solutions to the Housing Crisis’ jointly signed by Chris Packham and Caroline Lucas (Green Party MP for Brighton 2010-2024) had been emailed out to CPA’s Councillors and MPs mailing list, which had provided a direct link to their briefing paper ‘How to solve the housing crisis’. This had taken a similar approach to SPC as in the annex to its letter, in which SPC had showed that the country could meet the Government’s 1.5 million housing target for new homes by using land other than the Green Belt and farmland. Cllr Harding welcomed acknowledgement by CPA for SPC’s fresh approach, and stated that he viewed that it assisted SPC’s case when organisations like the CPA acted to continue with SPC’s approach as this created a greater awareness of the case being made.

It was shared that SPC had been made aware that Cllr Kevin Guy, Leader of the Council, would respond to SPC’s open letter to Angela Rayner MP in the near future.

It was reported that SPC had yet to receive a response from Dan Norris MP, and it was agreed that SPC would follow up with Mr Norris with regards to the actions requested by the Parish Council.

h. PLANNING POLICY: SPC REQUEST FOR ‘SALTFORD SOUTH OF THE A4’ LANDSCAPE DESIGNATION BY B&NES COUNCIL (AGLV OR LOCAL GREEN SPACE)

The Council received an update from members of the Planning Policy Working Group about SPC’s bid for landscape designation protection for ‘Saltford South of the A4’, to confirm that a meeting had been arranged between members and B&NES Council’s Planning Policy team for later in the week. Members of SPC’s Planning Committee had also been invited to attend, as had Saltford’s B&NES Ward Councillors.

11. FINANCIAL MATTERS

- a. **Monthly Financial Report** – The Clerk presented the monthly financial report for February 2025, as recorded below. The report was considered and accepted by members.
- b. **Schedule of Expenditure** – The Council resolved to authorise the expenditure listed in the schedule for March 2025 and the schedule was

signed by the Chair of the meeting.

12. SPC POLICY ON RE-OPENING SALTFORD STATION IN CONSIDERATION OF THE CHANCELLOR OF THE EXCHEQUER'S ECONOMIC GROWTH STATEMENT IN JANUARY 2025

The Council considered the economic growth statement made on 29th January 2025 by the Chancellor of the Exchequer Rachel Reeves, which included the following policy statement on planning decisions on land around stations:- *"New transport infrastructure can also act as a catalyst for new housing. We have already seen the benefits that unlocking untapped land around stations can deliver... new housing and wider commercial opportunities. We will introduce a new approach to planning decisions on land around stations, changing the default answer to yes."*

It was resolved that Saltford Parish Council remained in favour of reopening Saltford railway station on the existing site, but only on the basis that a new Saltford station would be accompanied with incontestable planning safeguards to ensure that any reopened station in the village would not lead to development on any of Saltford's Green Belt (including that recognised by SPC as an Area of Great Landscape Value). The Parish Council was resolute that Saltford - as a rural village - had already undergone significant housing growth since the 1950s, more than doubling in size, and that a new Saltford Railway Station should be established to serve and support the existing community.

It was noted that SPC would review its Policy Overview, which currently included mention of a re-opened Saltford Station, at its May 2025 meeting (the Annual Meeting of the Parish Council).

13. DEPARTMENT FOR ENVIRONMENT, FOOD AND RURAL AFFAIRS (DEFRA): LAND USE CONSULTATION

SPC discussed the Government's consultation on its vision for land use in England and how this could be delivered, and acknowledged that DEFRA's Land Use Consultation would inform the development of a Land Use Framework. The Council resolved that it would answer the first two main questions in its response to the Government's [Land Use Consultation](#).

It was resolved that SPC would share its view that while the UK government was committed to maintaining food production, this commitment was insufficient to ensure the country's self-sufficiency and resilience against global challenges (climate change, conflict, and population growth etc.). SPC agreed to express that to safeguard the nation's health and economy, the UK must increase food production which could be achieved by encouraging farmers to adopt regenerative farming practices that both increase resilience to climate change and support ecosystem recovery.

SPC also resolved to state that land use policy must be flexible to respond to new data and pressures. However, SPC viewed that the Government's new National Planning Policy Framework (December 2024) would weaken protection for Green Belt and farmland, and prioritised housing targets over building homes in suitable locations. Reference was made in SPC's response to its evidence-based letter to the Deputy Prime Minister (February 2025), which argued that there was no need to build homes, including affordable ones, on Green Belt or farmland, as doing so would be irresponsible and harm the nation's land and natural resources.

The Council resolved to submit its response by post, by the 25 April end date, and that its response would include a copy of SPC's public letter to the Deputy Prime Minister '[New Housing without compromising food security and nature](#)'.

14. WEST OF ENGLAND TRAVEL TO WORK SURVEY AS FUNDED BY THE DEPARTMENT FOR TRANSPORT

SPC had registered to respond to the Department of Transport's 'West of England Travel to Work' survey which was due to open on 3 March and close on 16th March 2025.

It was shared that at the time of the meeting the survey had not opened. It was agreed that the survey, if relevant to SPC once available to view, would be responded to using delegated powers should the end date precede the April meeting, or else that the survey response would be an item on the April agenda.

15. WEST OF ENGLAND COMBINED AUTHORITY (WECA) ELECTRIC BUSES

The Council resolved to congratulate WECA following their [publicity about WECA's spend of £6.6 million on Electric Buses](#) (74 fully electric First Bus buses by the end of 2025).

The Council resolved its view that the faster acceleration of electric buses would reduce journey time objectives on the A4 Bath to Bristol Corridor. It also agreed that electric buses offered an improved user experience and would encourage greater bus use. It was resolved that SPC would share this view with WECA.

As the Council estimated that 74 electric buses equalled 13% of First Bus's West of England fleet, it was resolved that SPC would request information from WECA about the Combined Authority's future plans to achieve 100% electric buses in the region ahead of the Net Zero (Climate Emergency) deadline, and how such electric buses could be funded.

Further, the Council resolved to request, if possible according to the terms of funding to WECA, that WECA redirect funds awarded as part of its 'A4 Bath to Bristol' project and associated initiatives in the region to instead purchase more electric buses further to the 74 to be added to First Bus's West of England fleet in 2025.

16. UPDATES TO SPC SOCIAL MEDIA AND COMMUNICATIONS POLICY

The Council resolved to update and make changes to SPC's Social Media and Communications Policy. This included the addition of information that related to opening new or closing existing social media accounts, clarity about who the policy applied to, and further information about how to make contact with SPC (e.g. via official communication channels and not via social media) to ensure members of the public were aware about how communications could be received by the Parish Council.

17. NEW 'SALTFORD VILLAGE' SIGNS ON THE HIGHWAY

The Council considered the damage and deterioration of the 'Fairtrade Village' sign under the 'Saltford' sign, as viewed when entering the village from the direction of Bath, and recognised that ongoing damage had likely been caused by passing motor vehicles. It was noted that during SPC's asset checks that the sign had received several knocks, and that the damage to the sign (including a large brown 'v' mark in the centre right caused by water ingress into a dent) indicated that it should be removed for safety reasons. The Council did not resolve to replace the sign, due to concerns that any future sign may be similarly damaged and require removal.

It was resolved that SPC would remove this SPC asset from the highway. SPC would also as a courtesy inform the Saltford Fairtrade Group and B&NES Council's Highways Team. It was agreed that SPC's asset register would be updated to reflect this action once taken, and that its Health and Safety Policy would be shared as appropriate.

18. ASSET CHECKING OUTCOMES (UPDATE)

Further to item 19 at the February 2025 meeting, it was confirmed that all outstanding reports with regards to asset checking had been completed.

Further to item 17 (Fairtrade sign, above) it was agreed that no actions had arisen following asset checking which required the Council to seek quotes for works.

It was agreed that the rust on the Youth Shelter would be monitored and that SPC may take minor and superficial actions to prevent further rust occurring, and that this action may take place prior to future asset checking.

19. UPDATE ON WORKS AND SURVEYS ON WALLS AT ST MARY'S CHURCHYARD AND DATE FOR CHURCHYARD INSPECTION

Further to [Item 13 at the February meeting](#), the Council received information that Mann Williams had conducted a survey of the walls that belong to the church at St Mary's Churchyard, as commissioned by Saltford Parish Council.

Wall works for the small area of collapsed stonework, as previously reported, awaited action due to the current weather.

It was agreed that members of the Churchyard Working Group would carry out the biannual inspection of St Mary’s closed Churchyard in March (pending weather conditions and availability) with a report to be shared at the April meeting.

20. NORMAN ROAD PHONE BOX – PROJECT UPDATE AND WORKING GROUP RECOMMENDATIONS

Cllr Jon Godfrey provided a brief update with reference to Phase 2 of the Norman Road phone box project to install a battery powered defibrillator. Cllr Godfrey confirmed that he had recently shared information about appropriate defibrillator(s) to purchase with the private donor who had offered to fund and maintain the new defibrillator, and that he hoped to provide a further update in due course.

21. CLIMATE EMERGENCY AND ENVIRONMENTAL INITIATIVES INC. INTERNATIONAL DARK SKIES MONTH SUPPORT

It was resolved that SPC would raise awareness of and support International Dark Skies Week as at <https://idsw.darksky.org/> which would take place 21 - 28 April 2025, specifically in consideration of the benefit of the crucial role of ‘Dark Skies’ in protecting healthy wildlife ecosystem. Information from SEG about the benefits of dark skies for moths, as published in the autumn, would also be shared.

22. DATA PROTECTION AND GDPR UPDATES

No updates were received.

The meeting closed at 9.20pm.

Date confirmed/...../.....

Signed.....

Next SPC meeting:

The next scheduled ordinary full council meeting will place at 7:15pm on Tuesday 1 April 2025 in the Avon Room at Saltford Hall. It is noted that extra ordinary meetings may be called at any point in the calendar year.

SALTFORD PARISH COUNCIL

Schedule of regular expenditure during March 2025
 – for authorisation by the Council at its meeting on 4 March 2025.

Description	Amount	Method	Budget heading
March staff costs total inc. salary, pension, HMRC tax and National Insurance	3000 estimate, 3200 maximum	Online BACS	Office staff
March SCA Hall hire	45 estimate 60 maximum	Online BACS	Hall hire
March inTouch Communications Ltd phone system	27 (+ VAT) estimate 35 (+ VAT) maximum	Direct Debit	General Administration
March Ambience Landscapes churchyard maintenance	180 (inc VAT) estimate 200 (inc VAT) maximum	Online BACS	Churchyard Maintenance
March monthly One Drive	2 (inc VAT) 3 max	Direct Debit	General Administration
March stationary, IT supplies, printing & postage + as appropriate for business continuity	20 estimate 200 max	Online BACS / Clerks expenses	General Administration
March monthly electronic payments banking fee	£0 estimated £10 maximum	Online BACS	General Administration
Chair's Honorarium Jan-Mar	£75	Online BACS	Chair's Honorarium

The following sums have been transferred from the Business Instant Deposit Account into the Current Account to cover outstanding invoices and expenditure:

Date: 25/02/25 Amount: £5,000

I certify that the above payments made or to be made have been authorised at the meeting of the Parish Council on 4 March 2025.

SIGNED.....
 CHAIR / VICE-CHAIR

DATE:.....

Business Instant Access account	£59,473
Cash	£0
TOTAL CURRENT BALANCE	£63,493

CIL-related cashflow	Balance at 31/03/24		CIL-income 24/25	CIL-expend 24/25	CIL balance
	£5,163		£0.00	£1,222	£3,941