



SALTFORD PARISH COUNCIL PLANNING COMMITTEE

**Minutes of the meeting of the Planning Committee held
at Saltford Hall on 5 August 2025 at 7.15 pm**

PRESENT

Councillors: Phil Harding (Chair of Planning Committee), Shayan Aziz (Vice Chair of Planning Committee), Jon Godfrey (SPC Chair), Paul Smith and Andy Rice

Officer: Lottie Smith-Collins

1. MINUTES

The minutes of the Planning Matters section (Item 10) of the Parish Council meeting held on 4 July 2023 were confirmed as a correct record.

2. APOLOGIES FOR ABSENCE

Apologies for inability to attend were received in advance of the meeting from Cllrs Gary Graveling, David Halton and Sally Turner.

(It was noted that Cllr Shayan Aziz, though on a six month sabbatical, was welcome to attend SPC meetings during his sabbatical period).

3. DECLARATIONS OF INTEREST

None declared.

4. PUBLIC TIME

There were four members of the public present.

Two members of the public spoke to object to 'Item 10.i - 25/01405/VAR - Rosemere Homefield Road Saltford BS31 3EQ'. Further concerns were raised by both members of the public that B&NES Council (the Planning Authority) had not adequately consulted immediate neighbours, and that the information made available on the B&NES Council Planning Portal for consultation that opened in July 2025 (further to the consultation that opened in April 2025 with the same ref. no., 25/01405/VAR) lacked sufficient detail.

5. CHAIR'S ANNOUNCEMENTS

The Chair of Planning Committee, Cllr Phil Harding, shared that he had attended the B&NES Council Parish Liaison meeting on 16 July, and that he would provide relevant information under 'Item 9 - Planning items of important or urgent information'.

6. FUTURE AGENDA ITEMS

No future agenda items for 'Planning Matters' were proposed.

7. DECISIONS AND APPEALS

The Clerk reported that the following application had been PERMITTED (with

conditions) by B&NES Council:

25/01049/VAR - 65 Norman Road Saltford Bath And North East Somerset BS31 3BH. Variation of condition 2 (Plans List (Compliance)) of application 23/03894/FUL (Erection of first floor extension to main bungalow to include dormer windows, two storey extension to front and rear, erection of double garage to front garden and replacement store within rear garden). Mr & Mrs A Sheppard

The Clerk reported that the following applications had NO OBJECTION by B&NES Council:

25/02120/TCA - The Old Chapel The Shallows Saltford BS31 3EX. T1 Bay Tree - reduce height by 3 m, to leave height of 4 m, reduce circumference by 2 m to leave circumference of 8 m. Dr Adam Smith-Collins

25/02200/TCA - 1 The Batch Saltford BS31 3EN. Holly - fell. 4x Bay - trimming main trunks back to around 3 meters in height. Mr James Hathaway

8. POSSIBLE PLANNING CONTRAVENTIONS

- i. It was shared that SPC had received an update from B&NES Council with regards to planning enforcement case '25/00084/UNDEV - 2 Grange Road Saltford BS31 3AR', further to SPC's response to B&NES Council's planning consultation for '25/01910/FUL - 2 Grange Road Saltford BS31 3AR.- Erection of single storey garage (retrospective)' as responded to under Item 10 at SPC's June meeting. SPC had been informed that consultation 25/01910/FUL had been referred to the B&NES Council Chair of Planning Committee, as B&NES Council officers had recommended the planning application be considered as the garage has been constructed, including materials of wood and green metal, rather than rendered as the application had proposed and as SPC had supported in its 'COMMENT' response. SPC had been informed that the B&NES Council Chair of Planning Committee had delegated the decision to officers, and that SPC would be informed of the final decision on consultation 25/01910/FUL soon.
- ii. Following the information shared during -Item 4 - Public Time', the Committee noted that a planning enforcement enquiry had been raised with B&NES Council by a resident with regards to development at a property on Homefield Road. This enquiry had been raised followed concerns that ongoing development at the site significantly differed from permissions granted by B&NES Council.
 - ii.b No resolutions were required by the Committee.

9. PLANNING ITEMS OF IMPORTANT OR URGENT INFORMATION

Cllr Phil Harding, Chair of SPC's Planning Committee, shared that at July's Parish Liaison meeting the dates of the second (and final) Local Plan Options Consultation had been confirmed as commencing on 2 October and ending on 13 November (six weeks). He added that key dates for the Local Plan Options Consultation had been displayed on SPC's '[Protecting Saltford's Green Belt](#)' page.

It was later noted in the meeting - and agreed to be recorded under Item 9 for ease of reference - that a B&NES Council Local Plan presentation circulated following the B&NES Council Keynsham Area Forum on 23 June had referred to Saltford as a 'vibrant hub' in the context of B&NES Council's 'Emerging vision' for the Local Plan. The committee disagreed with this description, and viewed that Saltford should be recognised as a rural village. It was also noted that the village had been grouped with the town of Keynsham in the context of this comment, which the committee considered unfitting given the distinct and differing character of the two settlements.

10. CONSULTATIONS ON PLANNING APPLICATIONS IN SALTFFORD:

- i. The Council considered and resolved responses to the following planning applications in respect of which Bath & North East Somerset (B&NES) Council had invited comments:

25/02662/FUL - 451 Bath Road Saltford BS31 3AZ. Erection of annexe to provide ancillary accommodation. Shane Davis

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

COMMENT: Saltford Parish Council is generally supportive of the addition of small rear garden outbuildings where they do not have an imposing impact on neighbouring dwellings or lead to over-development of an area. However, for this application the Parish Council is concerned that the proposed annexe is on or very close to the north and east boundary line (curtilage) with the rear neighbouring property, 63 Norman Road, and does not leave a 2-metre gap for a building exceeding 2.5 metres in height (Class E permitted development rights) which may therefore have an imposing effect on that property and require, as a future imposition and inconvenience to the occupiers of 63 Norman Road, an access requirement from that property for future maintenance or repair of the annexe.

The Parish Council is also concerned to protect neighbouring properties from possible future use of the proposed annexe that may be detrimental to their amenities. If BaNES Council is minded to approve this application, taking account of any revisions to the location of the proposed annexe to provide a reasonable gap from the curtilage boundary of the main dwelling, the Parish Council asks B&NES Council to satisfy itself that any future use will be suitable and appropriate and apply a condition that if the annexe was to become a self-contained residential property separate and independent of the main property, a separate planning application shall be a pre-requirement for such a change. As part of the condition, the annexe shall not therefore be occupied at any time other than for purposes ancillary to the residential use of the main dwelling, 451 Bath Road, and shall not be occupied as an independent dwelling unit as independent occupation would have an adverse impact on the amenities of existing or future residential occupiers and be contrary to Policy D6 (Amenity) of the BaNES Placemaking Plan 2017.

25/02721/AR - 480 Bath Road Saltford BS31 3DJ. The erection of 3nr new signs, 1nr on the east elevation, and 2nr on the North of the Building at the entrance. There will be 1nr rewrap which is like-for-like dimensionally of the existing fascia sign on the North elevation of the building. Specified signage to be illuminated externally either via trough lighting or built in and covered. Happy Days Nursery

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

COMMENT: Saltford Parish Council supports most of the application in principle but asks that BaNES Council satisfies itself that the design and appearance of the proposed signage illumination will be sufficiently subtle without harsh glare. This request is made on safety grounds to minimise any potential distraction to users of the adjacent Bath Road (A4) as well to avoid intrusive light pollution for nearby residential properties. Furthermore, the proposed new large sign on the east side of the building would directly overlook Saltford's Memorial Garden and dominate the setting of that public garden area that is a place of reflection for residents, supported by pollinator friendly planting by the BaNES Parks Team and volunteers from Saltford. The new sign would be an unnecessary intrusion on this area and does not appear to provide a necessary purpose over and above the other proposed new signage that includes a new sign by the front entrance to the parking area.

25/02722/AR - Saltford Primary School Claverton Road Saltford BS31 3DW. Removal of 3nr existing signs on the building. To be replaced by 3nr new signs and the addition of 1nr New fence sign and 1nr new gate sign. Happy Days Nursery

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

COMMENT: Saltford Parish Council supports most of the application in principle but is concerned that the proposed large sign overlooking the children's public play area would be a visual intrusion on this public space that is an important part of the semi-natural green space; it is significantly larger than the existing "Tiddlers Pre-School" sign. The Parish Council asks that the sign is either scaled down in size to match the existing sign's size or be omitted from the new signage scheme altogether.

25/01405/VAR - Rosemere Homefield Road Saltford BS31 3EQ. Description of Proposal: Revised information - Variation of condition 6 (Plans List (Compliance)) of application 24/00958/FUL (Erection of single storey front and rear extensions, internal refurbishment works, new corner windows to the master bedroom and sitting room, new detached garage and workshop building, external landscaping works and detached gatehouse). H Franklin

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

COMMENT: There is insufficient information in the revised plan for Saltford Parish Council to indicate that it should change its response of 7 May 2025 to 25/01405/VAR which remains valid for this very sensitive location. Developments in sensitive locations require adherence to approved plans and thus additional protection by the Local Planning Authority from variances to those plans. Furthermore, the Parish Council specifically asks BaNES Council to ensure that the condition applied to the permitted application 24/00958/FUL that "the 'gatehouse' and 'garage/workshop' shall not be occupied at any time other than for purposes ancillary to the residential use of the main dwelling" remains in place for the revised development.

The Parish Council is concerned that the development thus far does not adhere to

the original approved plan. Saltford Parish Council requires the opportunity to consider and respond to detailed plans.

ii. Planning applications (consultations) received after the issuing of the meeting notice – the Clerk confirmed that no planning consultations had been received that required a response prior to the September meeting.

11. USE OF DELEGATED POWERS TO RESOLVE PLANNING CONSULTATION 25/02545/TPO

It was noted in early July that SPC had submitted a ‘SUPPORT’ comment using delegated powers for the following Planning consultation:

‘25/02545/TPO - Avon County Rowing Club Saltford Rowing Centre Bath Road Saltford BS31 3JS. T3 poplar to reduce the tree canopy by 6 meters. T4 london plane 3 m reduction, lift lower branches to 4 m. T5 london plane 3 m reduction ,lift lower branches to 4 m. T6 london plane 3 m reduction , lift lower branches to 4 m. MH Landscaping’.

The response had been resolved using delegated powers on the grounds of Health and Safety, following its discussion by the Council at the July 2025 meeting (Item 10.d.ii).

12. HOUSING DEVELOPMENT BOUNDARY (HDB) REVIEW INFORMAL CONSULTATION: LOCAL PLAN

Cllr Phil Harding, Chair of Planning Committee, shared that B&NES Council’s Planning Policy team had informally consulted Parish Councils about the proposed changes to the Housing Development Boundary (HDB) in the B&NES Council area. Cllr Harding added that no informal proposals for changes to Saltford’s HDB had been made by B&NES Council.

The committee was informed that any formal consultation on HDB changes would be included as part of the second B&NES Options Consultation, at which point SPC could submit a formal view, if any.

It was confirmed that the Parish Council had informally reviewed its Housing Development Boundary (HDB) and the committee resolved to respond to B&NES Council’s HDB informal review by the 6 August end date.

The committee resolved that it supported B&NES Council’s current position and view that no changes were required to Saltford’s HDB. As part of its response, SPC expressed its resolved view that the existing HDB remained appropriate and effective in protecting Saltford’s Green Belt, including the areas that have NE2a designated landscape settings. The Council also stated that small, linear developments outside the current HDB - such as Mead Lane, Avon Lane, and parts of Manor Road - are visually and physically separate from the main settlement and that any consideration to include these areas within Saltford’s HDB would fail to recognise their special remote location within the local landscape, the sensitivity of their location, and would create a significantly less homogenous HDB than exists at present.

SPC requested in its response that B&NES Council engage with SPC in advance of the Local Plan Options Consultation, should B&NES Council consider including proposals for future changes to Salford’s HDB in the consultation.

It was agreed that a full copy of SPC’s response would be added to its ‘Protecting Salford’s Green Belt’ article.

It was further agreed that SPC would ask Salford’s B&NES Council Ward Councillors to support its position and reflect this support in their individual responses to B&NES Council’s HDB informal review.

13. B&NES COUNCIL CONSULTATION ON CHANGES TO THE PLANNING OBLIGATIONS SUPPLEMENTARY PLANNING DOCUMENT (SPD)

The Council noted receipt of the Planning Obligations SPD consultation (end date: 5pm, 29 August 2025) from B&NES Council and the accompanying information.

The Council resolved not to submit any response to the B&NES Council SPD consultation.

14. MEETING REQUESTS: UPDATE ON REQUESTS TO MEET WITH WECA MAYOR AND LEADER OF B&NES COUNCIL, FOLLOWING SPC PUBLIC LETTER ‘NEW HOUSING WITHOUT COMPROMISING FOOD SECURITY AND NATURE’ TO THE DEPUTY PRIME MINISTER ANGELA RAYNER MP

Further to SPC’s previous resolutions to seek separate meetings with the WECA Mayor and Leader of B&NES Council to discuss SPC’s public letter to the Deputy Prime Minister, Angela Rayner MP, titled “[New housing without compromising food security and nature](#)”, it was confirmed that a meeting had been scheduled with the Leader of B&NES Council for Tuesday 12 August and that members of SPC’s Planning Policy Working Group would attend.

The Clerk reported that – as agreed at the July meeting - a follow-up request to meet with the WECA Mayor was made on 21 July regarding SPC’s original request of 12 June, and that the Parish Council awaited a response.

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

Further to Item 14, it was noted that a meeting with B&NES Council’s Landscape Officer had been requested and that SPC awaited confirmation of a meeting date.

The meeting closed at 8:20pm

Chair..... Date confirmed and signed.....

The next meeting of Salford PC (full council) is scheduled for Tuesday 2 September 2025, commencing at 7:15pm in the Avon Room at Salford Hall. Planning Matters will be an item on the September agenda.