



SALTFORD PARISH COUNCIL

**Tuesday 2 December 2025,
7:15pm Avon Room, Saltford Hall**

AGENDA

1. MINUTES

To receive, update if required, and confirm as a correct record the minutes of the meeting of the Council held on Tuesday 4 November 2025 (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.*

(Items 1-3: 5 minutes)

4. CHAIR'S ANNOUNCEMENTS

To receive any announcements from the Chair of the meeting.

(3 minutes)

5. PUBLIC TIME

In accordance with Standing Orders, to receive any addresses or statements by members of the public on an item (or items) on the Parish Council agenda. Members of the public may address the Council on items that include 'to RESOLVE' only. Speakers are limited to three minutes per person.

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

6. CLERK'S ANNOUNCEMENTS

To receive a summary of announcements and information from the Clerk, following circulation of the Clerk's Report to Councillors ahead of the meeting.

(5 minutes)

7. INFORMATION FROM B&NES COUNCIL SALTFORD WARD COUNCILLORS

To receive a report from B&NES Saltford Ward Councillors (if present or should a report have been submitted in advance), and for them to comment on any 'TO

RESOLVE' agenda items. Parish Councillors may ask questions or request clarification.

Please note: members of the public, should they have questions for B&NES Council Ward Cllrs, should contact Ward Councillors directly and outside of the Parish Council meeting. Contact details are available on the [B&NES Council website](#).

(Up to 10 minutes i.e. 5 minutes per Ward Cllr, at Chair's discretion)

8. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

To receive reports from Link Members about external organisations.

(3 minutes)

9. FUTURE AGENDA ITEMS

Further to items proposed outside of the meeting by Councillors, to receive any additional item suggestions from Councillors for a future agenda, to include proposed actions and information.

(3 minutes)

10. 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 Salford planning applications.

b. Planning contraventions:

Salford Parish Council, as can any resident, can [report something to Planning Enforcement](#) (B&NES Council is the Planning Authority). Further information on [SPC's Possible Planning Contraventions](#) page.

- i. To receive any updates or information on matters which have been referred to B&NES Council's (the Planning Authority) Planning Enforcement Team, regarding possible contraventions of planning controls.
- ii. To RESOLVE to raise an enquiry with the Planning Authority (B&NES Council) about any new possible planning contraventions as raised at the meeting; Or, if a matter is raised at the meeting, to RESOLVE whether to instead discuss at a future meeting prior to a decision being made on any actions.

c. Consultation(s) on planning applications in Salford: Planning consultations received ahead of the meeting notice being issued details available on the B&NES Council [B&NES Council Planning Portal](#)):

To RESOLVE, as a statutory consultee, responses to the following planning applications in respect of which B&NES Council has invited comments from Salford Parish Council:

25/04158/FUL - 9 Uplands Road Saltford BS31 3JQ. Erection of first floor extension and double story side extension, extension to driveway and driveway entrance enlarged. Mr And Mrs White

25/03530/FUL - 561 Bath Road Saltford. Change of use to storage / workshop space, and to replace the existing building (approx. 67.50m²), with horizontal corrugated metal sheet elevations. Mr R Jefferies

25/04408/REM - 506 Bath Road Saltford BS31 3JF. Removal of condition 2 of application 05/02141/FUL (Change of use from residential to specialist dental surgery). Gaston Gum Health Bath And Bristol Periodontal Clinic Ltd

24/02029/FUL - Former Brincliffe Nursery Bath Road Keynsham. Full planning application for demolition of existing buildings and construction of new foodstore (Use Class E) together with associated works including parking, sub-station, access, landscaping and highway (Revised information). Aldi Stores Limited

25/04481/FUL - 17 Uplands Road Saltford BS31 3JQ. Erection of single storey rear extension, first floor side and rear extension (over existing garage and swimming pool). Mr Paul Baxter

- d. **Consultation on planning applications in Saltford: Consultation(s) received after the meeting notice was issued (details available on the B&NES Council [B&NES Council Planning Portal](#)):**
- i. To RESOLVE any planning consultations received since the publication of the meeting notice, should no time extension to the consultation response deadline have been granted by the Planning Authority; or
 - ii. To RESOLVE that the Clerk shall submit responses to any such planning consultations using delegated powers prior to the consultation end date.
- e. **Letters to B&NES Council and the Secretary of State supporting a reduced housing target for Bath's UNESCO World Heritage status, citing Saltford as an example of local impact.**

To discuss and RESOLVE whether SPC should write a letter to:

- (i) the Leader of B&NES Council to express the Parish Council's support for B&NES Council's request for a lower housing target due to Bath's UNESCO World Heritage City status (attaching a copy, if resolved, of its representation to the Secretary of State) and using the Parish Council's Local Plan Options Consultation response for Saltford as an example of how the current high target could be harmful to local communities and giving suggestions for an alternative approach for BaNES Council for where housing would be more suitably located that would also meet sustainable development objectives, and

(ii) a similar letter to the Secretary of State for Housing, Communities and Local Government, to express SPC's support for B&NES Council's request for a lower housing target due to Bath's UNESCO World Heritage City status, highlighting Salford as an example of the harm that could be done by the current high target to communities in rural areas.

If agreed, to decide the format of the letters and who else should receive copies (draft copies available on Cllrs SharePoint).

f. Planning policy: SPC request for 'Salford south of the A4' landscape designation by B&NES Council (AGLV or local green space)

Further to agenda Item 12 (below – 'Legal and training – Green Belt defence' budget line) to receive an update from members of the Planning Policy Working Group about SPC's bid for landscape designation protection for 'Salford South of the A4'.

To receive an update on the requested meeting with the Leader of B&NES Council, the B&NES Council Cabinet member for Built Environment, Housing and Sustainable Development, and members of B&NES Council's Planning Policy team to discuss how to progress additional landscape protection for Salford's Green Belt.

Further to SPC's previous resolutions to seek meetings to discuss SPC's public letter to the Deputy Prime Minister, Angela Rayner MP, titled "[New housing without compromising food security and nature](#)", to receive an update regarding SPC's requests to hold a meeting with the WECA Mayor.

g. Planning items of urgent or important information

To note confirmation of receipt by B&NES Council of SPC's Local Plan Options Consultation response including attachments.

Further to the items above, to receive any reports of important or urgent information related to planning matters, to include information received from B&NES Council (the Planning Authority).

(Planning Matters - 30 minutes)

11. FINANCIAL MATTERS

- a. **Monthly Financial Report** – To receive the monthly financial report for November 2025 (report also available on the [Meetings – Agendas and Minutes](#) page of the website).
- b. **Schedule of Expenditure** – to RESOLVE to authorise spend to be made during December 2025 as listed on the schedule of expenditure below (the schedules are also on the [Meetings – Agendas and Minutes](#) page of the website).
- c. **Society of Local Council Clerks (SLCC) membership** – To consider

authorising expenditure of up to £310 to renew the Clerk's membership of the Society of Local Council Clerks for 2026 (Budget heading: Training).

(5 minutes)

12. CREATION OF BUDGET LINE / ALLOCATION OF UP TO £5K IN 2026/27 FOR LEGAL, TRAINING AND OTHER RELATED COSTS TO ENABLE SPC TO DEFEND SALT FORD'S GREEN BELT

Under Item 9 at its November meeting the Council resolved to discuss whether to introduce a new budget line for 'Green Belt - Legal Fees' (or similar) at the December meeting.

To RESOLVE whether to create a new 2026/27 budget line titled 'Legal and training – Green Belt defence' and if so to RESOLVE to specify and allocate an amount of up to £5,000 from the 2026/27 precept demand to this budget line.

If resolved to allocate up to £5,000, to RESOLVE that the 'Legal and training – Green Belt defence' budget line is to be used for professional, legal, training and any other related costs required to enable SPC's work in defending Saltford's Green Belt from development in the context of the Local Plan and/or from speculative planning applications.

Should a budget line for 'Legal and training – Green Belt defence' of up to £5,000 in 2026/27 be resolved, to note that any expenditure from this budget line would be an item on a future agenda(s) for the Council to resolve.

If a budget line for 'Legal and training – Green Belt defence' of up to £5,000 is resolved, to note that this will be reflected in the precept demand for 2026/27, which will be an item on the January 2026 agenda.

(Further information about SPC's precept available on SPC's website under [Finance](#)).

(10 minutes)

13. DONATION TO B&NES COUNCIL TOWARDS COSTS OF THROW ROPE AT MEAD LANE (INCLUDING SPEND)

Information has been received from B&NES Council regarding the costs of a throw rope, including installation, at Mead Lane. SPC had previously resolved in principle to look to offer financial support towards this, subject to further details.

To RESOLVE whether to make a spend/donation to B&NES Council to fund the throw rope, on the following basis:

- SPC contribute 50% of the costs for the throw rope, cabinet and installation - up to £1,250 - from its Community Infrastructure Levy (CIL) funds.
- SPC's contribution to costs would go directly to B&NES Council to deliver the throw rope. SPC would not own the throw rope or be responsible for its maintenance or replacement, though could be approached for support with no obligation.

- It should be clearly stated and agreed with B&NES Council should an offer of funding be made that the throw rope (or cabinet, installation etc) is not an SPC-owned item or responsibility, and that SPC would not be obliged to fund similar installations at other locations in Saltford.

SPC has been made aware by B&NES Council that this project will be considered as part of the Health and Wellbeing Board's funding recommendations in January.

To RESOLVE the level of SPC contribution and to agree the terms of financial support if approved.

(10 minutes)

14. REQUEST TO APPLY FOR A DEFINITIVE MAP MODIFICATION ORDER (DMMO) TO CREATE A PUBLIC RIGHT OF WAY (PROW) ON A SECTION OF PATH BETWEEN THE BRISTOL TO BATH RAILWAY PATH AND MEAD LANE / HIGH ST (REFERRED TO AS THE 'GREEN WAY' BEHIND THE BIRD IN HAND PUB).

To RESOLVE to apply to modify the Definitive Map and Statement for a 'route not shown' to achieve PROW status on the path that runs approximately between <https://what3words.com/butlers.usages.belts> and <https://what3words.com/linked.practical.holdings> (unsealed path that runs from under the bridge on Mead Lane / High Street to the Bristol to Bath Railway Path). For ease, to refer to this path as the 'greenway'.

To SPC's awareness, the path meets criteria for a DMMO, e.g. it can be evidenced that the greenway has been in unobscured and continuous frequent public use for over 20 years and that map evidence is available to support the request.

This item is in view of SPC's resolved response to WECA's A4 Bath to Bristol Consultation which stated that the greenway should be for pedestrians and mobility-aid users only (with an improved route for cyclists via Avon Lane).

To RESOLVE to request a DMMO change to create a PROW at this location and, if so, to RESOLVE to seek resident evidence (if required) that the public has used this path for over 20 years to support SPC's request.

(10 minutes)

15. PARISH WALK - JUNE 2026 (SALTFORD FESTIVAL)

Following a request from the Chair of Saltford Festival (to take place 12-21 June 2026) to SPC, to RESOLVE to look to organise a Parish Walk as part of the Saltford Festival 2026 schedule. If resolved, to discuss volunteer support and potential routes and/or locations.

(5 minutes)

16. ST MARY'S CHURCHYARD BIENNIAL INSPECTION

To receive an update from the working group following the Churchyard inspection that took place in November any actions to be resolved on a future agenda. (Report available on Cllrs SharePoint).

Following receipt of the report, to consider any recommendations and/or actions if required following the inspection, including whether to seek quotes for any safety maintenance works required. Any actions to be resolved on a future agenda.

(5 minutes)

17. PUBLICITY

To discuss the contents of SPC's next SCAN page (Jan/Feb 2026 edition, deadline 10 Dec).

(5 minutes)

18. CLIMATE EMERGENCY AND ENVIRONMENTAL INITIATIVES

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

(3 minutes)

19. DATA PROTECTION AND GDPR UPDATES

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

(3 minutes)

[CLOSE OF MEETING]