



SALTORD PARISH COUNCIL

Minutes of the ordinary meeting of the Council held in the Avon Room at Saltford Hall on Tuesday 6 January 2026 at 7.15pm.

PRESENT

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

Officer: Lottie Smith-Collins.

1. MINUTES

The Council resolved to accept the draft minutes of the Full Council meeting held on Tuesday 2 December 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 had been received in advance of the meeting from Cllr Emma Swallow.

3. DECLARATION OF INTERESTS

Cllrs Dudley Bartlett and Andy Rice declared an interest in Item 10.c 'Planning Application 25/03234/FUL, Pound Cottage, Queen Square, Saltford BS31 3EL'. They clarified that their interest arose from being friends of the applicant. As this was not a pecuniary interest, both Councillors confirmed that they would participate in the discussion and vote.

4. CHAIR'S ANNOUNCEMENTS

Cllr Jon Godfrey, SPC Chair, welcomed those present and extended his New Year greetings.

Cllr Godfrey congratulated the SCA Santa Sleigh team and the Saltford Santa Dash Executive Committee for their fundraising efforts in December and for bringing festive cheer to the community during the Christmas period.

Cllr Godfrey also thanked and commended Saltford Community Association volunteers for repainting parts of Saltford Hall, including the Avon Room (where SPC meetings are usually held).

5. PUBLIC TIME

There were four members of the public present.

Two members of the public requested to address the Council.

Both members of the public spoke to express their support for the proposed diversion of Public Footpath BA27/47 as listed under Item 17 - 'B&NES Council Public Right Of Way (PROW) consultation on proposed diversion of Public Footpath BA27/47 (near The Shallows) & B&NES Council information about BA27/47'.

The first member of the public to address the Council also raised that drainage works on the adjacent highway, as associated with the item, had yet to be completed by B&NES Council. It was raised that flooding of the highway persisted and that this was a safety concern for all users.

6. CLERK'S ANNOUNCEMENTS

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

- **Norman Road Phone Box flowers:** Flourish had planted new winter flowers at SPC's Norman Road phone box in early December.
- **SPC complaint to West of England Combined Authority about A4 Bath to Bristol consultation process:** SPC had received a response to its complaint (as resolved under [Item 11 at the November 2025](#) meeting) from a WECA Officer on behalf of the WECA Mayor, and this would be a matter to discuss and resolve under Item 19 (below).
- **Public meeting called by B&NES Ward Cllr Chris Warren:** Saltford B&NES Ward Councillor Chris Warren had publicised that he would be hosting a public meeting at Saltford Hall at 7.00pm on Friday 13 February 2026. Information provided in a leaflet circulated had explained that the meeting was intended to give residents an opportunity to share their views on recent housing and transport proposals, as included in recent consultations by B&NES Council and WECA.
- **SPC request to meet with WECA officers re. A4 proposals:** SPC had received correspondence from B&NES Ward Councillor Chris Warren which included an invitation for SPC to join an on-site meeting with WECA representatives, to take place in January. SPC had responded that it would be pleased to attend should a mutually convenient date be finalised.
- **Definitive Map Modification Order (DMMO) on 'greenway':** Further to the Council's resolution to apply for a DMMO to identify a Public Right of Way (PROW) on the greenway as resolved under Item 14 at the December meeting, SPC had subsequently been advised by a B&NES Council PROW officer that 25+ completed User Evidence Forms in hardcopy would be required to move its application forward. To date SPC had received c.15. SPC had also been informed that if the 'greenway' was added to the Definitive Map as a recognised PROW, this would not prevent its use by cyclists or any proposed changes by WECA (See also Item 16, below).

- B&NES Council proposed works on Public Right of Way on the ridge above the Outlook:** A B&NES Council PROW officer had advised SPC that works had been proposed to install a wooden revetment along a section of the path to address the steep adjacent slope and improve safety and accessibility. This followed concerns raised by residents and Cllr Chris Warren. Should the works proceed these would be carried out by BRAM (Bath Ramblers Association) volunteers. Proposed works would include backfilling using natural materials to ensure the path remained visually in keeping with the surrounding area. The work would likely involve hammering a line of boards along the path edge and backfilling with soil to the path's width, which would be defined on-site during a site visit. Timescale indication was that works may start in early February and be completed the same month by the volunteers. SPC had enquired about Planning Permission as the location was in the Saltford Conservation Area and Green Belt. The B&NES Council PROW officer had responded that the proposed works were classified as maintenance of the Public Highway (Public Right of Way) and were therefore exempt from planning permission. A site meeting had been planned to assess feasibility of the above proposals to which SPC had been invited. Councillors had been informed that should they wish the matter to be an agenda item to discuss it could be raised under Item 9 – 'Future Agenda Items' (below).
- Churchyard tree maintenance works:** Further to previous council decisions, was anticipated that tree works would take place at St Mary's Churchyard in January (weather pending).
- MiPermit issue:** SPC had raised awareness to B&NES Council on 5 December that its MiPermit system was charging for stays at The Shallows car park during the winter months, contrary to information on the B&NES Council website and on-site signage. B&NES Council had informed SPC before Christmas that they had contacted MiPermit to correct this. By January the charges had been removed from MiPermit, however information on the MiPermit App still showed that stays required payment with sums stated for 1-3 hrs (although when followed through on the app there was no longer a charge). SPC had requested B&NES Council contact MiPermit again so that this information on the MiPermit App did not cause confusion. It was advised that any queries from members of the public – including any refunds owed due to charges from 1 October 2025 – needed to be directed to B&NES Council's Parking team.

7. INFORMATION FROM B&NES COUNCIL'S SALTFORD WARD COUNCILLORS

It was shared that Cllr Duncan Hounsell, B&NES Ward Councillor for Saltford, had circulated a report in advance to members of the Parish Council (and that copies of the report could be requested directly from Cllr Hounsell). Cllr Duncan Hounsell was present at the meeting and shared the following information:

- The B&NES Council Local Plan was being developed independently by the

B&NES Council Planning department and that it followed a legal process. It was clarified that there had not been – and that there could not be any – political interference in the Local Plan process as such action would be illegal.

- A summary of responses to the most recent (2025) B&NES Council Local Plan Options Consultation were shared. Information included that West Salford (both sites) had received 299 new online comments and South Salford had received 272 new online comments. Most comments had been to object to proposals. It was noted that submissions made by post would also have been made further to the figures given. It was also confirmed that comments made in the first (2024) B&NES Council Local Plan consultation would be considered as part of the consultation process for the B&NES Council Local Plan.
- Further, it was shared that the first indications of what would be in B&NES Council's Draft Local Plan would be included in the agenda papers for a meeting of the Climate Emergency and Sustainability (CES) Panel to be held on Thursday 26 March. The Draft Local Plan was expected to be published in the agenda papers for the B&NES Council cabinet meeting to be held on Tuesday 7 May.
- Information about process on how to address B&NES Council's Planning Committee was shared, which included that both Salford Ward Councillors as well as members of the public could request to address the committee. This could be done in advance of B&NES Council Planning Committee meetings (information available on B&NES Council's website).
- In December 2025, the Government had set out the next phase of their planning reform agenda. A National Planning Policy Framework (NPPF) consultation had opened which introduced a range of proposals, one of which included to implement a default 'yes' to building homes around railway stations.

Cllr Chris Warren, B&NES Ward Councillor for Salford, was also present the meeting. Matters shared by Cllr Warren included:

- Encouragement to support local businesses, such as Salford's four pubs which included the newly re-opened Jolly Sailor on Mead Lane.
- That Cllr Warren would look to share feedback following a A&S Police 'Solutions Meeting' which took place in early January, to support local NHW groups in the village.
- As shared under Clerk's Announcements (Item 6, above) Cllr Warren had met with residents and a B&NES Council Public Rights of Way officer with regards to the achievement of safety and access improvements to the public path along the ridge at The Outlook (area above The Shallows).
- Also as shared under Clerk's Announcements, Cllr Warren was looking to confirm a meeting with WECA in Salford to discuss WECA's recent A4 Bath to Bristol proposals and that representatives of SPC had been invited to

attend.

- A public meeting had been called by Cllr Warren and a member of the public, to be held at Saltford Hall on Friday 13 February at 7pm. Cllr Warren formally invited members of SPC to attend. The meeting would focus on concerns arising from recent B&NES Council and WECA proposals, especially those that could impact traffic flow on the A4 highway.

8. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

Cllr David Halton confirmed that he had attended the most recent meeting of the Saltford Community Association.

Cllr Phil Harding (Link member for Saltford Environment Group, as well as independently of SPC the SEG Chair) shared that SEG's Executive Committee had met in early January to discuss a more streamlined approach to running the group. Cllr Harding added that further information would be shared by SEG soon.

9. FUTURE AGENDA ITEMS

The Council agreed not to include the proposed B&NES Council-organised Public Rights of Way (PROW) works on the ridge at The Outlook (referenced under Clerk's Announcements, Item 6) as a future agenda item, as the works were considered minor, in keeping with the local environment, and beneficial for safety and access.

The Council agreed that the National Planning Policy Framework (NPPF) consultation (closing date: 10 March) would be included on a future agenda – and if so, the March agenda - only if considered necessary. Cllr Harding advised he would provide further detail under Item 10.f, 'Planning Matters – Planning items of important or urgent information'.

The Council noted that it had been three years since B&NES Council had advised SPC of WECA funding for EV charging points at the Wedmore Road car park and that, despite repeated attempts by SPC to obtain updates, installation details had not been confirmed. It was agreed that a formal letter to B&NES Council expressing SPC's concerns and to request information about the use of WECA funding for the initiative would be included as an item on the February agenda. In advance of this, SPC would again seek information from B&NES Council, and also contact B&NES ALCA due to awareness of the group's similar concerns. Cllr Jon Godfrey requested that B&NES Ward Councillors also make enquiries on SPC's behalf.

It was agreed that safety concerns in relation to B&NES Council Waste and Recycling vehicles using the narrow, historic highway within the Conservation Area to avoid A4 Bath Road roadworks (as noted between the 30 December and 6 January WWU roadworks) would be discussed as a future agenda item, and that SPC may look to contact B&NES Council with its concerns.

It was agreed that SPC would look out for information about CPRE's 'Adopt a tree' scheme and consider this as a future item once further information became available (this future item would include to resolve spend).

(Items 17 and 18 were discussed and resolved next).

(The Chair suspended standing orders for a short break. Standing Orders were then reinstated and the meeting continued).

10. PLANNING MATTERS

a. Decisions and appeals

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

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

b. Planning contraventions

- i. No updates or information received on matters as referred by SPC to the B&NES Council Planning Enforcement Team were received.
- ii. No enquiries or any possible new contraventions were raised.

c. Planning applications (consultations) – As a statutory consultee, the Council considered and resolved a view on the following planning applications in respect of which Bath & North East Somerset (B&NES) Council had invited comments (text taken directly from information supplied by B&NES Council, information on the [B&NES Council Planning Portal](#)):

25/04508/FUL - 22 Grange Road Saltford BS31 3AG. Replacement of existing flat roof with pitched roof and gable end. J Fragapane

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

25/04587/VAR - 561 Bath Road Saltford. Variation of conditions 2 (Flood Risk Assessment) and 3 (Floodplain Compensation) of application 24/02956/FUL (Erection of a storage area and workshop building, to follow demolition of existing building). Mr R Jefferies

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

NO COMMENT.

25/04657/TCA - Rivals The Shallows Saltford BS31 3EX. Ash T1 - fell. Apple T2 -

crown reduce by 1-2 metres and thin. Maple T3 - crown reduce 1-2 metres. JHS Tree Services

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

COMMENT: The Parish Council supports the proposed tree works for the Apple T2 and Maple T3. There is no reason given in the application for the felling of the Ash T1. If the reason is disease (e.g. Ash dieback) then the Parish Council supports the request and 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.

25/03234/FUL - Pound Cottage Queen Square Saltford BS31 3EL. Replace current damaged wooden windows. Mr Simon Rodway

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

COMMENT: Wooden frames for replacement windows would be the normal and traditional choice for Saltford's Conservation Area, i.e. replacing like with like, as recognised by BaNES Council's Saltford Conservation Area Character Appraisal and Management Plan (2018). This would be of particular importance for listed buildings. The proximity to St Mary's Church and Saltford Manor House that are important heritage assets, is also an important factor although Pound Cottage, that is not listed, is not viewed simultaneously as part of the same setting as either of those two buildings.

The Parish Council recognises that (a) uPVC windows have been installed in other unlisted properties in Saltford's Conservation Area so the precedent has been set, (b) there are future maintenance advantages from using uPVC frames, and (c) the proposed Georgian style for the new windows should help mitigate any visual impact that might otherwise be considered negative. The Parish Council therefore does not object to this planning application.

25/03924/FUL - 568 Bath Road Saltford BS31 3JN. Change of use from a C3 dwellings to a sui generis 7-bedroom House of Multiple Application (Retrospective). Mr Graham Tomkins

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

COMMENT: Since Saltford Parish Council resolved and submitted its original response to this planning application, the possible misunderstanding concerning use of parking spaces leased from Network Rail has come to the Parish Council's attention.

If, as claimed by the letter of 11 November 2025 from the applicant's agent, this 7-bedroom property has access to 3 parking spaces leased from Network Rail, that would appear to be within the provisions of BaNES Council's Transport & Development Supplementary Planning Document (2023) for HMOs occupied by between 3 and 6 unrelated individuals as their main residence. However, the Parish Council notes that the original application form states there are 4 parking spaces for the HMO which is at variance with the agent's letter and the objections from residents.

Saltford Parish Council therefore asks BaNES Council to resolve the number of parking spaces allocated by the applicant for the HMO, i.e. 3 or 4, and whether there should be a limit on parking space provision for the HMO as a formal condition of planning permission to help avoid exacerbating parking issues in this particular area of the A4 Bath Road in the future, when tenants and/or their travel needs may change.

25/04766/TPO - Folly Orchard The Folly Saltford BS31 3JW. Sycamore T1 - pollard to approximately 3m in height. Ash T2 - prune side lower limbs back from garden space to gain more light and less overhang. Sycamore T3 - crown lift by approximately 5m and remove lower overhanging limbs due to poor health, rot and squirrel damage. Fletcher

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

25/04856/FUL - 25 Manor Road Saltford BS31 3DN. Erection of single front and rear extensions and refurbishment works to the existing house and a new detached garage to the front garden. Mrs J Smith

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

OBJECT: Saltford Parish Council supports in principle the proposed enlargement of the main dwelling which should have no material adverse effect on neighbouring properties. However, the Parish Council is concerned that the proposed building will be ahead of the front building line of the dwelling. Such a development would set an unwelcome precedent for this area of Manor Road, a residential road with a character that reflects openness that is not intruded upon by front garden buildings. The Parish Council recognises that the neighbouring property, No. 27, on the corner of Manor Road and Golf Club Lane has a detached front garden garage, but that garage is in the section of the property's front garden that adjoins and faces onto Golf Club Lane, not Manor Road.

The Parish Council reminds BaNES Council that in December 2021 it refused permission (21/01034/FUL) for a front garden garage in Manor Road on the grounds that "by virtue of its siting forward of the house and adjacent to the highway, would be an incongruous and intrusive feature within the street scene lacking any such development. The proposed garage would harm the character of the area, contrary to policies D2 and D4 of the B&NES Placemaking Plan and policy CP6 of the B&NES Core Strategy." Likewise, a similar application, 21/04078/FUL, for a front

garden garage in Uplands Road was refused by BaNES Council in October 2021 as the development would “fail to preserve the character and appearance of the surrounding area, etc.”. The applicant’s appeal to that refusal was dismissed by the Planning Inspectorate.

d. Consultation on planning applications in Salford: Consultation(s) received after the meeting notice was issued (details available on the B&NES Council [B&NES Council Planning Portal](#)):

It was shared that no planning application consultations had been received from B&NES Council following the publication of the meeting notice.

e. Planning policy: SPC request for ‘Salford south of the A4’ landscape designation by B&NES Council (AGLV or local green space) including associated matters

The Planning Policy Working Group shared that they would meet in preparation of SPC’s meeting in early February with the Leader of B&NES Council, B&NES Council’s Cabinet member for Built Environment, Housing and Sustainable Development, and officers from B&NES Council’s Planning Policy team to discuss how to progress SPC’s request for additional landscape protection for Salford’s Green Belt. It was also agreed that Cllrs Phil Harding, David Halton and Gary Graveling would attend the meeting, with apologies given by Cllr Jon Godfrey.

It was shared that SPC expected to discuss its letter to B&NES Council which supported a reduced housing target for Bath’s UNESCO World Heritage status, and which cited Salford as an example of local impact, at the meeting. It was also shared that the response from the Secretary of State to SPC’s similar letter was expected in the near future.

f. Planning items of important or urgent information

Cllr Phil Harding shared that the Government had launched a 12 week consultation, closing 10th March, on proposed changes to the National Planning Policy Framework aimed at speeding up housebuilding. A key proposal introduced a clearer “default yes” for suitable housing developments in specified locations, which included areas around railway stations, higher-density sites, and developments that support local economies. He also shared that it included that where Local Plans are emerging (as in the case of B&NES Council) development proposals should generally not be refused on the grounds of prematurity except in limited circumstances, and any refusal must clearly explain how permission would prejudice the plan-making process. NPPF consultation information included that the measures were intended to focus development in ‘sustainable locations’, reduce pressure on greenfield land, and make better use of existing infrastructure.

Cllr Harding noted that past SPC responses to NPPF consultations had largely not been reflected in any updates to the NPPF. Due to this he advised that the Council

await responses to the current NPPF consultation from external organisations such as CPRE, the Community Planning Alliance, and/or NALC before deciding whether to respond and/or to express support for any submission from those or other organisations. As under Item 7 – ‘Future Items’, the Council had made an in-principle agreement to have the NPPF consultation on a future agenda should this be viewed as required.

For the purposes of the minutes it was noted that B&NES Ward Cllr Hounsell had provided information about the B&NES Council Local Plan Options Consultation response for Saltford sites, coupled with dates about the publication of Draft Local Plan information, under Item 7 (above).

11. FINANCIAL MATTERS

- a. **Monthly Financial Report** – The Clerk presented the monthly financial report for December 2025, as recorded below. The report was accepted by members.
- b. **Schedule of Expenditure** – The Council resolved to authorise the expenditure listed in the schedule for January 2026, as recorded below. The schedule was signed by the Chair of the meeting.
- c. **2026/27 budget and precept** – The Council resolved the draft budget presented for 2026/27 as final, which included to agree that the precept to be levied by Saltford Parish Council for 2026/27 as £74,271, an increase of 25% on the previous year. It was noted that an average Band D property would pay £40.20 (an increase of c.£7.76 per year, or an increase of c.65p p.c.m) in 2026/27. It was agreed that SPC’s [‘Precept’](#) webpage information would be updated, and would include a note that due to an increase in the tax base for Saltford for 2026/27 that the percentage increase per household would be stated on the Council Tax bill as 23.9%.
- d. **New earmarked reserve ‘Scheduled elections’** – The Council resolved in line with item 11.c to create an earmarked reserve for ‘Scheduled elections’. This followed notification from B&NES Council in 2025 that, from May 2027, all Town and Parish Councils in B&NES which included SPC would be required to meet the cost of all future scheduled Parish Council elections, with each scheduled election for Saltford (every four years, next due May 2027) estimated to cost £4,800.
- e. **Re-named earmarked reserve ‘Parish Poll and Byelections’** – The Council resolved to rename the ‘Parish Poll’ earmarked reserve as ‘Parish Poll and Byelections’, to accommodate potential ‘Byelection’ spend required from April 2026. This followed notification from B&NES Council that, from April 2026, all Town and Parish Councils which included SPC would be required to meet the

cost of any Parish Council byelections, with each byelection for Saltford estimated to cost £6,600.

- f. **Level of reserves (excluding CIL Funds)** – Following the Council having resolved Items 11.c, 11.d, and 11.e, the Council resolved to minute SPC’s projected level of budgeted reserves at the end of the 2026/27 year as £63,717 against an agreed recommended level of £68,081 - as considered and approved as part of the 2026/27 budget agreement. It was recognised that the level of reserves was required to be recorded for auditing purposes.
- g. **Allotment Insurance (annual policy)** – The Council resolved a spend of up to £200, but likely £116.00 to include premium tax and an administration fee, to Chris Knott Insurance for an annual policy for Allotment public liability insurance (Budget heading: Insurance).

Further to the spend approved under Financial Matters, was noted that resolutions to approve spend were included under Item 12 (via the Scheme of Emergency Delegation) and Item 13.

12. USE OF SCHEME OF EMERGENCY DELEGATION FOR SPEND – WEBSITE SUPPORT

The Council resolved to ratify the use of the Scheme of Emergency Delegation to approve expenditure of £748.80 (including VAT) to Morse Networks for a new block of 8 support hours for website support (Budget heading: Publicity).

This followed the remaining block balance having reduced to less than 0.5 hours as of 1 December. The expenditure was approved to ensure continuity of essential website support prior to the next scheduled Council.

13. CPRE (CAMPAIGN TO PROTECT RURAL ENGLAND) AVON AND BRISTOL BRANCH - PARISH COUNCIL MEMBERSHIP (INCLUDING SPEND)

The Council resolved to authorise a spend of £60 (Budget heading: Environment) as a donation to the CPRE Avon and Bristol branch for annual Parish Council membership.

14. B&NES COUNCIL BUDGET CONSULTATION 2026 2027 – TO INCLUDE PROPOSED CHANGES TO RECYCLING CENTRE OPENING HOURS IN BATH AND WELTON (MIDSOMER NORTON) AND IMPLICATIONS FOR USE OF PIXASH LANE (KEYNSHAM) WASTE AND RECYCLING CENTRE

The Council discussed and resolved its response to information on the B&NES Council [Budget consultation 2026 to 2027](#) page as listed under the Resources section titled: 'Review of Household Waste Recycling Centre site capacity and usage' where it stated: 'Change opening hours of recycling centres in Bath and

Welton, Midsomer Norton, ensuring people can always get to a recycling centre seven days a week [Read Equality Impact Assessment PM.S.07](#)".

SPC's response to this proposal considered its potential impact on the wider use of B&NES Council's waste and recycling centre at Pixash Lane, Keynsham.

The Council resolved to object to the proposal on the grounds that any reduction in opening hours at other Household Waste Recycling Centres was likely to displace users to the Pixash Lane site in Keynsham, which would increase traffic through Saltford and along the A4. The Council considered that this would conflict with planning assumptions and commitments made when permission for the Pixash Lane facility was granted, as well as exacerbate cumulative congestion and air quality impacts, and run contrary to B&NES Council's own sustainability and green transport objectives.

In its response, SPC referred to information on the B&NES Council Planning Portal regarding the 2021 planning application for the Pixash Lane waste and recycling site, 'Ref. No: 21/00435/ERE03 - Ministry Of Defence Storage And Distribution Centre Pixash Lane Keynsham BS31 1TP' which also included SPC's planning consultation response as resolved March 2021, [Item 10.e](#).

It was agreed that SPC would submit its response by B&NES Council's Budget consultation end date of 19 January 2026.

15. ALLOTMENT RENT CHARGE AMOUNT 2026/27 AND 2027/28

The Council confirmed the level of allotment rents for 2026/27 to take effect from 1 April 2026 as £25 per year for a full plot and £15 per year for a half plot (as resolved under [Item 14 at the January 2025 meeting](#)).

The Council resolved that the level of allotment rents for 2027/28 to take effect from 1 April 2027 would remain unchanged, at £25 per year for a full plot and £15 per year for a half plot.

16. REQUEST TO BANES COUNCIL TO NO LONGER PERMIT CYCLISTS TO USE THE 'GREENWAY' AND TO INSTEAD IMPROVE SAFETY AND ACCESS TO THE BRISTOL TO BATH RAILWAY PATH VIA AVON LANE

The Council resolved to formally request that B&NES Council no longer permit cyclists to use the greenway between Mead Lane and the LMS Bridge on safety grounds, and that the route be retained as a mobility-aid and pedestrian-only path. The Council considered that the steep gradient, limited visibility, sharp exit onto Mead Lane highway, and previous incidents made the route unsuitable for cycling, particularly if upgraded for shared use.

It was noted that safety concerns to support this request had been previously outlined in SPC's resolved response to WECA's A4 Bath to Bristol consultation (see

p.6 at [Saltford Parish Council A4 Bath to Bristol Consultation Response 4 November 2025](#)) and that this would be shared with B&NES Council.

The Council further resolved to request that B&NES Council improve cyclist access to and from the Bristol to Bath Railway Path via Avon Lane as a safer alternative, including surface improvements, removal of the metal chicane, improved signage, and retention of a signed dismount option via the steps near the Bird in Hand.

The Council also agreed to seek an on-site meeting with B&NES officers to discuss this matter and its current concerns, with a view to enhance safety and access for all users of this area.

(Item 19 was discussed next)

17. B&NES COUNCIL PUBLIC RIGHT OF WAY (PROW) CONSULTATION ON PROPOSED DIVERSION OF PUBLIC FOOTPATH BA27/47 (NEAR THE SHALLOWS) & B&NES COUNCIL INFORMATION ABOUT BA27/47

The Council considered its response to the proposed diversion of Public Footpath BA27/47, following consultation by Bath & North East Somerset Council as the Public Rights of Way authority, in relation to a section of the path near The Shallows.

The plan provided by B&NES Council proposed that a section of Public Footpath BA27/47 as shown by a continuous black line would be stopped up (commencing from grid reference ST 6871 6692 at point A on the plan, which proceeded in a generally east-northeasterly direction to grid reference ST 6875 6694 at point C, via point B). The plan also showed the proposed new line of Public Footpath BA27/47 as shown by a dashed black line, to commence from point D (at grid reference ST 6871 6691) and proceed to point C.

The Council noted that both the section of PROW BA27/47 from point A to point C via point B, and a permissive path from point D to point C (as on the proposed diversion plan) currently existed.

The Council discussed that access along PROW section A to C via B, the current legal line of the footpath, had first been blocked over two years ago, at around the same time that a permissive path at or near point D to point C had been created. The Council acknowledged that by law a permissive path could be closed at any time by the landowner and that concerns had been raised. Concern was also expressed that the blockage of PROW BA27/47 (section A to C via B) had occurred without the appropriate due process and engagement with the appropriate authority being followed. The Council noted that the blockage of PROW BA27/47 matter had been subsequently investigated, confirmed and addressed by B&NES Council's PROW Enforcement team in 2025.

The Council resolved the following comment to B&NES Council's Public Rights of Way team, to be submitted by the 8 January end date:

In principle Saltford Parish Council objects to the landowners not following due process. The Parish Council views that the proposed diversion of the path should have been done with full consultation and involvement with the relevant authorities from the start.

Saltford Parish Council also notes that the boundary of the Saltford Conservation Area (as on p.19 of B&NES Council's 'Saltford Conservation Area Character Appraisal and Management Plan') is shown alongside the south-east side of PROW BA27/47, and that this should be noted by B&NES Council when its next review of the Saltford Conservation Area takes place.

18. SPC AND SCA 'BIG THANK YOU' EVENT (FOLLOWING THE ANNUAL PARISH MEETING) – FRIDAY 13 MARCH 2026

The Council resolved its list of invitations for the co-hosted SPC and SCA 'Big Thank You' event on Friday 13 March 2026 at Saltford Hall. It was noted that the event would take place immediately after the Saltford Annual Parish Meeting, as hosted by SPC, and that spend of up to £500 for the event had been resolved under Item 18 at SPC's May 2025 meeting. Thanks were expressed to SCA for overseeing the provision of refreshments.

It was reported that SPC and SCA had liaised with regards to the possible inclusion of a five minute 'guest feature' between the speeches of the respective Chairs. The Council agreed that, subject to SCA's agreement, a local organisation would be invited to participate, and that the format could be reviewed with a view to repeating it at future events.

(The Council resolved to continue the meeting past 9:15pm)

19. FORMAL COMPLAINT TO WECA VIA 'WECA COMPLAINTS PROCESS' REGARDING A4 BATH TO BRISTOL CONSULTATION ENGAGEMENT

At its November 2025 meeting ([Item 11](#) - 'Formal concern to WECA about A4 Bath to Bristol Consultation Engagement'), the Council had resolved to submit a formal complaint to WECA regarding engagement on the A4 Bath to Bristol consultation, addressed to the WECA Mayor and Deputy Mayor. The complaint raised SPC's concerns about the consultation process, including that WECA's failure to directly consult Parish Councils could give rise to an application for judicial review.

The Council resolved to escalate its complaint to Stage 2 following its consideration of the Stage 1 response. The Council determined that the Stage 1 response did not satisfactorily address the substance of the complaint, which concerned the lack of formal, direct consultation with Saltford Parish Council as an elected corporate body regarding a major strategic transport proposal.

The Council noted that the Stage 1 response had mischaracterised the complaint as

relating primarily to its lack of contact with the Parish Clerk as a staff member rather than the failure to engage with the Council in its statutory role. SPC also considered that informal engagement with councillors or attendance at public events, as exemplified by WECA in its Stage 1 response, could not substitute for formal consultation, and that WECA's approach risked excluding Town and Parish Councils from meaningful input at a formative stage.

The Council agreed in its Stage 2 correspondence to emphasise that its complaint reflected principled concerns about WECA's approach to governance, accountability, and recognition of Parish Councils as statutory local stakeholders. The Council resolved to pursue a Stage 2 review to seek proper acknowledgment of the issues that had arisen as part of the A4 consultation and to secure a commitment to appropriate future direct consultation by the West of England Combined Authority.

The Council resolved to raise a complaint via the [WECA Complaints Process](#) and, if viewed as required, to seek assistance from the Local Government and Social Care Ombudsman.

20. CHURCHYARD GROUNDS MAINTENANCE SPECIFICATION 2026/27

The Council resolved the specification for regular grounds maintenance at St Mary's churchyard for the year commencing 1 March 2026.

The Council agreed to seek quotations for the annual grounds maintenance contract and to seek quotes for a three year contact based on the same specification, with quotes to be considered at the February 2026 meeting.

21. ASSET CHECKING PROCEDURE AND ASSET CHECKING

The Council reviewed the asset checking procedure and assigned asset checking tasks, to take place by the next meeting.

22. CLIMATE EMERGENCY AND ENVIRONMENTAL INITIATIVES

It was noted that SPC had agreed under Item 9 'Future Items' to include on a future agenda a letter of concern to B&NES Council regarding the lack of progress or communication with regards to EV charging points at Wedmore Road Car Park.

SPC had also noted under 'Future Items' to have the CPRE 'Adopt a Tree' project on a future agenda once information had been made available.

23. DATA PROTECTION AND GDPR UPDATES

No updates were received.

The meeting closed at 9:30pm.

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

Signed.....

Next SPC meeting:

The next scheduled ordinary full council meeting is scheduled to take place at 7:15pm on 3 February 2026 in the Avon Room at Salford Hall. Information about SPC's meetings available at www.salfordparishcouncil.gov.uk

SALTFORD PARISH COUNCIL

Schedule of regular expenditure during January 2026
 – for authorisation by the Council at its meeting on 6 January 2026.

Description	Amount	Method	Budget heading
January staff costs total inc. salary, pension, HMRC tax and National Insurance.	3000 estimate, 3200 maximum	Online BACS	Office staff
January SCA Hall hire	40 estimate 75 maximum	Online BACS	Hall hire
January inTouch Communications Ltd phone system	27 (+ VAT) estimate 35 (+ VAT) maximum	Direct Debit	General Administration
January Ambience Landscapes churchyard maintenance	190 (inc VAT) estimate 210 (inc VAT) maximum	Online BACS	Churchyard Maintenance
January monthly One Drive	2 (inc VAT) 3 max	Direct Debit	General Administration
January stationary, IT supplies, printing & postage, office equipment + as appropriate	20 estimate 200 max	Online BACS / Clerks expenses	General Administration
January monthly bank account fee and electronic payments banking fee	5 estimated 15 maximum	Online BACS	General Administration
January Payroll services fee (to be paid quarterly)	15 estimated 25 maximum	Online BACS	General Administration

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

Date: 28.12.25 Amount: £5000

I certify that the above payments made or to be made have been authorised at the meeting of the Parish Council on 6 January 2026.

SIGNED.....
 CHAIR / VICE-CHAIR

DATE:.....

Business Instant Access account	£78,690
Cash	£0
TOTAL CURRENT BALANCE	£81,773

CIL-related cashflow	Balance at 31/03/25		CIL-income 25/26	CIL-expend 25/26	CIL balance
	£3,941		£3,152.23	£0	£7,094