



SALTFORD PARISH COUNCIL

**Tuesday 3 March 2026, 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 3 February 2026 (draft copy available on SPC's [website](#)).

2. ACCEPTANCE OF APOLOGIES FOR ABSENCE

To note apologies received by the Clerk for inability to attend this meeting from Members.

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 OF THE MEETING'S ANNOUNCEMENTS

To receive any announcements from the Chair of the meeting.

(5 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 Council Saltford Ward Councillors (if present, or should a report have been submitted in advance), and for Ward Councillors to

comment on any 'TO RESOLVE' items on SPC's agenda. Parish Councillors may ask Ward Councillors (if present) questions following their report.

Please note: Should members of the public have questions for B&NES Council Ward Cllrs, please 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 SPC's Link Members about external organisations.

(5 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 Parish Council agenda.

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

- i. To receive any updates or information on matters which have been referred by SPC to the B&NES Council 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 discuss at a future meeting prior to a decision being made on any actions by SPC.

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:

26/00420/TPO - Jolly Sailor Inn Mead Lane Saltford BS31 3ER. Oak T3 - crown raise to 5.2m, reduce limbs to give 2m clearance from wires. Beech T2 - fell to ground level. Maple T4 - crown raise over road and car park to 5.2m, deadwood. London Plane T6 & T7 - high pollard as illustrated in photographs Walnut T8 - fell to ground level. London Plane T9 - pollard by 50% to match T6 & T7 in height. Photograph attached. Lime T11 - crown raise as per attached photograph. Crown clean. Wadworth Ltd

26/00272/FUL - 28 Witney Close Saltford BS31 3DX. Erection of double storey side extension and porch with new boundary fence. Tom Briscoe

26/00367/FUL - 12 Trenchard Road Saltford BS31 3DT. Erection of rear extension, extension at rear of garage and front porch. Tucker

26/00389/FUL - 47 High Street Saltford BS31 3EJ. Installation of Air to Water Heatpump in front garden. John Adkins

d. **25/04856/FUL- 25 Manor Road. ‘revised site plan’ - Consultation response made through use of Scheme of Emergency Delegation**

New information (a revised site plan) was received from B&NES Council (the Planning Authority) for:

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

To record the use of the Scheme of Emergency Delegation as used following a request by B&NES Council for SPC to respond to the new information for the above planning consultation prior to its 3 March meeting.

To record SPC’s response, further to the Parish Council’s decision at the [January 2026 meeting](#) (Item 10.c). To note that the application was subsequently permitted by B&NES Council.

e. **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 responses to 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 by the time of the meeting; or
- ii. To RESOLVE that, should a time extension not be permitted by B&NES Council, that the Clerk shall submit responses to any such planning consultations using delegated powers prior to the consultation end date, in line with the Council’s Scheme of Emergency Delegation.

f. National Planning Policy Framework (NPPF) consultation: National Planning Policy Framework: proposed reforms and other changes to the planning system

To consider and RESOLVE a response to the Government's consultation on a revised National Planning Policy Framework (NPPF) consultation.

A draft response by the Planning Policy Working Group is available on Cllrs SharePoint.

Information about the NPPF consultation and to respond can be found on the .Gov.UK website at: <https://www.gov.uk/government/consultations/national-planning-policy-framework-proposed-reforms-and-other-changes-to-the-planning-system> (The NPPF consultation closes 11:45pm, 10 March 2026).

To agree that a copy of SPC's resolved response will be published on SPC's website.

g. Planning policy: Update on SPC's request for additional landscape protection for Saltford's Green Belt by B&NES Council, to include 'Saltford south of the A4'.

To receive any other updates or information about SPC's bid for landscape designation protection for Saltford's green belt including 'Saltford South of the A4'.

To note that documents, articles, timeline of actions and supporting information detailing SPC's efforts since January 2023 to protect Saltford's Green Belt is available on SPC's '[Protecting Saltford's Green Belt](#)' page.

h. Update on engagement requests with the West of England Combined Authority (WECA)

Further to SPC's attempts to seek a meeting with WECA to discuss the matters raised in SPC's public letter to the Deputy Prime Minister titled "[New housing without compromising food security and nature](#)" (February 2025), to record that the West of England Authority has not responded to any of SPC's repeated requests for engagement, as initially made to the WECA Mayor and subsequently to senior WECA planning officers. Accordingly, to note that this matter will not be included on future agendas.

To note that SPC may choose to pursue this matter again – or make further requests for engagement with WECA - in the future. Any such action will be brought to a future agenda for consideration.

i. Planning items of urgent or important information

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 - 25 minutes)

11. FINANCIAL MATTERS

- a. **Monthly Financial Report** – To receive the monthly financial report for February 2026 (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 March 2026 as listed on the schedule of expenditure below (the schedules are also on the [Meetings – Agendas and Minutes](#) page of the website).

(5 minutes)

12. PARISH WALK 2026

To agree and confirm details for the Parish Walk 2026, as part of the Salford Festival programme.

To agree Councillors to attend this SPC event to represent the Parish Council and to support the volunteer guide.

(5 minutes)

13. BIG THANK YOU 2026

To confirm details of the event as co-hosted with Salford Community Association on the evening of 13 March 2026, and to confirm SPC Councillor attendance and support with setting up.

(5 minutes)

14. ASSET CHECKING OUTCOMES

Further to Item 13 at the February 2026 meeting, to receive the outstanding report on asset checking of the Youth Shelter.

To receive and to RESOLVE any actions arising from asset checking, including seeking quotes for any works required. Spend (if required) to be agreed at a future meeting.

(5 minutes)

15. WECA STAGE 2 COMPLAINT RESPONSE AND NEXT STEPS (COMPLAINT REGARDING CONSULTATION PROCESS RE. A4 BATH TO BRISTOL CONSULTATION, OCTOBER TO DECEMBER 2025)

Further to previous resolutions at the [November 2025 meeting](#) (Item 11 - 'Formal concern to WECA about A4 Bath to Bristol Consultation Engagement') and [January 2026 meeting](#) (Item 19 – Formal complaint to WECA via 'WECA' complaints process' regarding A4 Bath to Bristol consultation engagement'), to note WECA has provided a formal response stating SPC's complaint is "not supported."

SPC had raised a complaint that it and other Parish Councils had not been consulted as a statutory body on the A4 Bath to Bristol transport consultation in 2025.

To consider WECA's response and whether concerns regarding proper consultation

with parish councils as bodies remain unresolved.

If agreed as unresolved, to RESOLVE that SPC contact the Local Government and Social Care Ombudsman to raise the matter. To agree that the complaint to the Ombudsman would explain that as SPC was not formally consulted as a body, it had concerns with regards to governance and procedural fairness in WECA's consultation processes, and that SPC seeks assurances that parish councils are appropriately consulted by WECA during future consultations. (Copy of draft letter available in Cllrs SharePoint).

Also, to RESOLVE to write to WECA to ask whether they will use the list of Parish Council addresses on the Bath & North East Somerset Council website to formally consult Town and Parish Councils in the future, or whether they intend to continue contacting individual councillors rather than consulting Parish Councils as statutory bodies.

(5 minutes)

16. COMPLAINT OR CONCERN REGARDING B&NES COUNCIL WASTE AND RECYCLING HEAVY GOODS VEHICLES PARKING IN SALTFORD

To RESOLVE whether the Parish Council should raise a concern or submit a formal complaint to Bath & North East Somerset Council regarding the parking/waiting of its waste collection HGV vehicles in Saltford (when not operational – e.g. when not collecting waste and recycling in Saltford) resulting in safety and access concerns, specifically at or near the shop parade on Bath Road including the A4 Bath Road.

To note a resident has raised concerns directly with Bath & North East Somerset Council and received responses from a B&NES Officer which state that the matter of B&NES Waste vehicles at the parade of shops will be addressed. To share responses from the B&NES Council Officer for SPC's consideration.

(5 minutes)

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

To receive an update with regards to any works at St Mary's Churchyard as commissioned by Saltford Parish Council.

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

(5 minutes)

18. PUBLICITY

To review SPC's use of its Bluesky social media account as set up November 2024, and in line with SPC's Social Media and Communications policy.

(5 minutes)

19. CLIMATE EMERGENCY AND ENVIRONMENTAL INITIATIVES

To receive any updates and information about environmental initiatives in Saltford, to include any response to SPC's complaint to B&NES Council and request for information about its EV charging installation programme (resolved Item 18, February 2026).

(5 minutes)

20. DATA PROTECTION AND GDPR UPDATES – TO INCLUDE ADOPTION OF POLICIES IN LINE WITH ASSERTION 10 COMPLIANCE

To consider and RESOLVE whether to adopt any or all of the following policies (draft copies available on SharePoint):

- SPC Data Breach Policy
- SPC Data Protection Policy
- SPC Document Retention Policy (updated)
- SPC Privacy Policy (updated)
- SPC Website Privacy Policy
- SPC Cookies Policy

For Councillors to complete and sign the SPC General Data Protection Awareness Checklist for Councillors.

To receive any further updates on actions for data management and GDPR compliance.

(10 minutes)

21. DATE OF NEXT FULL COUNCIL MEETING – 31 MARCH 2026

To note as previously resolved that the next full council meeting will take place on Tuesday 31 March and that no (ordinary) full council meeting is scheduled to take place in April 2026.

(1 minute)

[CLOSE OF MEETING]