



# **SALTFORD PARISH COUNCIL**

**Minutes of the ordinary meeting of the Council held in the Avon Room at Salford Hall on Tuesday 3 March 2026 at 7.15pm.**

## **PRESENT**

**Councillors:** Jon Godfrey (Chair), Julie Austwick, Dudley Bartlett, Phil Harding (Chair of Planning Committee), Paul Smith and Andy Rice.

**Officer:** Lottie Smith-Collins.

## **1. MINUTES**

The Council resolved to accept the draft minutes of the Council meeting held on Tuesday 3 February 2026 at Salford Hall as final. The minutes were confirmed as a correct record and signed by the Chair of the meeting.

## **2. ACCEPTANCE OF MEMBER APOLOGIES FOR ABSENCE**

The Council agreed to note apologies for inability to attend the meeting from the following members: Cllrs Shayan Aziz, David Halton, Gary Graveling and Sally Turner.

It was noted that Cllr Emma Swallow was on a sabbatical.

## **3. DECLARATION OF INTERESTS**

No interests were declared.

## **4. CHAIR'S ANNOUNCEMENTS**

Cllr Jon Godfrey shared that he looked forward to chairing the Parish of Salford Annual Parish Meeting (APM) on Friday 13 March 2026 at 7pm, and that members of the public were welcome to attend. A copy of the agenda and notice for the APM were on display on SPC's noticeboard and website.

## **5. PUBLIC TIME**

There were 4 members of the public present.

Two members of the public requested to address the Council on 'Item 16 - Complaint or concern regarding B&NES Council waste and recycling heavy goods vehicles parking in Salford'.

The first member of the public to speak had previously raised the matter with SPC at its February meeting (see [February 2026, Item 5 and Item 9](#)). The member of the public provided an update, which included that they had received a response from B&NES Council to their second complaint. The response included further assurances as well as details of actions to ensure that B&NES Waste Team vehicles

would no longer park at the shop parade. The member of the public also expressed the view to the Council that B&NES Council waste vehicles should be permitted to park on sections of the public highway where no parking restrictions were in place, to include the A4 Bath Road.

The second member of the public spoke to encourage the Council to take a balanced approach in its consideration of Item 16. They expressed that it was important to highlight positive actions as well as areas of concern when raising matters, and that an overly rigid focus on rules would not be helpful in the context of the item.

## **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:

- **Salford Annual Parish Meeting 2026:** The Salford Annual Parish Meeting would be held on Friday 13 March, at Main Hall at Salford Hall, starting at 7pm. Members of the public were welcome to attend. SCA and SPC's co-hosted 'Big Thank You' would take place after (by invitation only). Thanks were expressed to SCA for their support organising the event and particularly for their arrangement of refreshments.
- **B&NES budget precept information 2026/27:** 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 £65.76. The precept paid by an average Band D property in Salford had been set at £40.20 for 2026/27. This information had been shared on SPC's website under '[Finance – Precept](#)'.
- **Report from Cllr David Halton following Public Meeting on 13 February (Public meeting hosted by B&NES Ward Cllr Chris Warren):** The Council had agreed that Cllr David Halton would attend the public meeting to represent SPC, as noted at the February meeting. Cllr Halton had subsequently provided a report. This included that residents had raised concerns regarding WECA traffic proposals, particularly bus lanes on the A4 and future proposals on the Keynsham bypass. Options housing had been discussed, and included the potential traffic impact on the area of further development. Frustration had been expressed by those present at the meeting on the lack of clarity on how proposals might be challenged. Cllr Warren had compiled a list of contact details of those interested to work together to address concerns outlined at the public meeting.
- **Upcoming Churchyard maintenance inspection:** Salford Parish Council intended to carry out its biannual inspection of St Mary's Churchyard in March.

- **Wessex Water contribution to High Street works costs:** Prior to the works taking place last autumn, SPC had requested that B&NES Council resurface High Street and stated that Wessex Water should contribute to the costs. The Wessex Water article in the latest copy of SCAN had confirmed that Wessex Water had contributed £20,000 to High Street resurfacing and repairs, about a fifth of the costs.
- **A4 congestion and B&NES Council Waste and Recycling ‘rat-running’:** B&NES Council had responded to SPC’s concerns about safety and access to state that B&NES vehicles using High Street to bypass congestion on the A4 (e.g. as a ‘rat-run’) would continue, as there were no highway restrictions preventing this; and that such actions are standard across B&NES. They acknowledged that a high number of B&NES Council HGVs had passed through Saltford’s historic Conservation Area and narrow roads during a period of congestion between 30 December and 6 January. Residents were advised to report any instances of B&NES vehicles mounting pavements on narrow roads.
- **SPC request for weight and size limit on High Street, Mead Lane and The Shallows:** SPC had been informed that this would not be included in the forthcoming Keynsham and Saltford Area Parking Traffic Regulation Order (TRO) Review, as the scope of the Area Review programme was limited to amendments to existing parking restrictions or the introduction of new parking restrictions. B&NES Council had shared instead that SPC’s request for weight limits had been assessed instead - but not approved - for progression within the 2026/27 Local Area Transport Schemes (LATS) programme, and had therefore not secured funding for delivery in the next financial year. B&NES Council had added that any proposed weight or width restriction would, by law, include exemptions permitting legitimate loading and unloading activities, as well as access to properties located within the restricted area - and that should future funding opportunities or programme priorities change, SPC’s request may be reconsidered as part of a subsequent year’s work programme. SPC had sought Ward Councillor support to progress this.
- **SPC’s ‘Greenway’ Definitive Map Modification Order request:** SPC’s DMMO had been confirmed as made by B&NES Council, and had been added to the statutory register of applications. It had been confirmed that B&NES Council would start processing SPC’s application shortly, with an outcome decision on whether the ‘greenway’ would be formally recognised as a Public Right of Way (PROW) expected in one to four years’ time.
- **Public Right of Way works on the Outlook:** The Bath Ramblers Maintenance Volunteers (BRAM) had carried out works on the Outlook PROW as directed by B&NES Council (the responsible authority) to widen the path. This work had been carried out following resident request and with the support of B&NES Ward Cllr Chris Warren, to improve safety and access.

- **Request for improvements on B2B Path:** Further to approaching B&NES Council, SPC had contacted the Walk Wheel Trust (formerly Sustrans) to request safety and access improvements, particularly for mounted cyclists, at the Avon Lane junction with the Bristol to Bath Path on 11 February. SPC awaited a response from B&NES Council and the Walk Wheel Trust.
- **Next meeting:** The next meeting of SPC would take place on 31 March, with meeting minutes published later than usual, likely the week commencing Monday 20 April 2026.
- **Other correspondence updates and information:** Saltford Festival programme (images used); Poppy Project (request for correspondence with regards to potential use of War Memorial Railings); no response received to SPC's request to end cyclist use of the Greenway as made to B&NES Council; no response received following SPC's formal complaint to B&NES Council about the lack of progression of the EV community charging hubs project.

## **7. INFORMATION FROM B&NES COUNCIL'S SALTFFORD WARD COUNCILLORS**

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

Cllr Hounsell shared that the use of the High Street by Wessex Water traffic would reduce significantly through Saltford once the Wessex Water Mead Lane site works were completed.

The A4 in Saltford/Keynsham was currently running smoothly, and that Curo's development works for their site in Keynsham - as impacting the A4 - were due to finish in May.

Cllr Hounsell provided contextual information regarding the current number of actual and proposed outline planning applications in Saltford and nearby areas. He explained that, under Government requirements, local planning authorities must demonstrate a five-year housing land supply. Based on revised national housing targets B&NES Council (the Planning Authority) was required to provide approximately 8,000 dwellings. However, B&NES Council could currently demonstrate only around 2.5 years' supply. B&NES Council was preparing a new Local Plan to address this shortfall, with adoption anticipated in 2027. In the interim period (estimated at approximately 18 months), the absence of a demonstrable five-year housing supply meant that the 'tilted balance' in national planning policy applied. This required greater weight to be given to the presumption in favour of sustainable development when determining planning applications. It was noted that this position, together with recent NPPF policy changes relating to 'grey belt' land, had led

to an increase in speculative planning applications from developers and landowners. Specific examples cited included a developer's stated intention to submit an outline application for up to 90 dwellings on land at Manor Road, Saltford, and the outline proposal for approximately 110 dwellings on land off Manor Road, Keynsham. Cllr Hounsell reported that, at a developer-led information event for the Keynsham site, the land had been described by the developer as 'grey belt'.

Cllr Hounsell reported that the B&NES Council budget for 2026/27 had been set at an overall increase of just under 5%. He reported that additional funding had been allocated within the 2026/27 Capital Budget for the 'Better Moorings Project – Mead Lane' (relocation of moorings), and that when combined with previous allocations, total funding for the project exceeded £700,000. Cllr Hounsell suggested Saltford Parish Council correspond with B&NES Council to express its thanks for the allocation; it was indicated that the matter would be considered by the Council under 'Future Items' (see Item 9, below). Cllr Hounsell confirmed he would continue to share updates regarding the Better Moorings Project with the Parish Council.

Cllr Chris Warren, B&NES Ward Councillor for Saltford, was present at the meeting. A verbal report was given by Cllr Warren at the meeting.

Cllr Warren stated his disappointment that B&NES Council had refused a weight restriction on High Street and nearby roads and offered to work with Saltford Parish Council on this matter.

He also stated his disappointment that WECA had not responded to SPC's requests to meet to discuss Planning Matters and that he would look to raise this matter again to the attention of the Leader of B&NES Council (also Deputy WECA Mayor).

He and a member of the public had held an onsite meeting close to the Curo development site in Keynsham with B&NES Council's Highways officers to discuss concerns raised by the resident, which primarily related to safety on the highway. Cllr Warren shared that it had been a positive meeting.

Cllr Warren praised the work of the BRAM volunteers for their work on the Public Right of Way at the Outlook (as arranged by the B&NES PROW team), and shared that he intended to achieve more vegetation maintenance works at the Outlook in due course, further to those already carried out by B&NES Council.

He referred to the pending outline planning application by a developer for up to 90 houses at the top of Manor Road (Saltford), and acknowledged Saltford Environment Group's communications on the matter. Cllr Warren stated that he would support initiatives to prevent development on Saltford's Green Belt.

Cllr Warren gave feedback following the Public Meeting he held on Friday 13 February at Saltford Hall, and stated that attendance had been estimated at 150 people. Cllr Warren thanked SPC Cllr David Halton who had attended the meeting to represent Saltford Parish Council. He shared that BBC Points West had covered the meeting as part of their news programming the same day. Cllr Warren stated he had received many messages of support and/or offers of help from residents to prevent development on Saltford's Green Belt and to prevent WECA proposals for bus lanes on the A4 in or near Saltford.

## **8. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES**

Cllr Phil Harding reported on the RAUCC meeting he attended on 27 February, which included the following:

- Kelston Lock: Damaged by fire and closed over winter; Canal & River Trust (CRT) works scheduled to start mid-March, with repairs expected to be completed by the end of April.
- Mead Lane throw-rope: A B&NES Officer advised that a decision on installing the life-saving equipment (part-funded offered by SPC) was due to be made at a March meeting.
- Wessex Water AI app project:
  - SPC's proposed location for the AI sonde near Saltford Lock was not feasible due to safety and access issues during periods of flooding.
  - The AI app team were considering alternative locations for river water quality monitoring, including the Newbridge area.

Cllr Phil Harding shared an update from Saltford Environment Group (Cllr Harding is - independently of Saltford Parish Council - Chair of SEG):

- SEG was aware of the pending outline planning application for Manor Road, Saltford, and that information for residents had been made available on the SEG website.
- SEG had raised awareness of an annual Dawn Chorus Walk in Saltford on Sunday 19 April (free, with an optional donation to support Avon Wildlife Trust) and that details were available on the SEG website.

Cllr Phil Harding added that he had attended the Keynsham Area Forum as held online on 9 February 2026. The Clerk shared that information from the Police report at the Keynsham Area Forum had been circulated to Councillors, following the meeting being made available on B&NES Council's YouTube channel.

The Clerk provided feedback from the B&NES ALCA meeting on 11 February 2026 meeting, which included the following:

- Bleed Kit initiative: SPC's project had been circulated to raise awareness among other Parish and Town Councils.
- EV Charging Community Hubs: Information was shared regarding SPC's complaint to B&NES Council about the status of the Community EV Charging Hub project, lack of communication from B&NES Council, and enquiry with regards to use of funds. B&NES ALCA had proposed that a group of councils work together on community EV charging.
- WECA consultation complaint: SPC shared information about its concerns regarding lack of Parish Council engagement. It agreed to support B&NES ALCA in providing feedback to B&NES Council on B&NES Council consultation processes.

Information was shared about upcoming Link Member meetings, which included:

- The next Parish Liaison meeting would be held on Wednesday 18 March at 6.30pm at the Keynsham Recycling Centre (agenda circulated). It was confirmed that Cllr Harding and the Parish Clerk would attend.
- The next Parish Council Airport Association meeting would take place online on the evening of 26 March (agenda to be circulated once received).
- The Saltford Community Association AGM would take place on Thursday 26 March, starting at 8pm in the Main Hall at Saltford Hall.

## **9. FUTURE AGENDA ITEMS**

The Council considered Ward Cllr Hounsell's suggestion (raised under 'Item 7 – Information from B&NES Council's Saltford Ward Councillors') to have as a future agenda item that SPC correspond with B&NES Council to express its thanks for B&NES Council's 2026/27 capital budget allocation to the 'Better Moorings Project'. Councillors discussed previous instances where B&NES Council had allocated funds without clear expenditure or outcomes. The Ward Councillor's suggestion to thank B&NES Council did not receive sufficient support to be added as a future agenda item however it was agreed that this could be revisited following further information about the project in due course, or following its completion.

It was agreed that a future agenda item would be included to consider seeking quotations for professional legal advice in relation to Green Belt matters. The item would possibly include consideration of legal advice on SPC's previously resolved assessment (resolved January 2025) which concluded that the Green Belt surrounding Saltford's housing boundary should not be classified as 'grey belt'. Members of the Planning Policy Working Group (PPWG) were asked to provide the Clerk with draft agenda wording and a specification for the proposed legal advice, as outlined to Councillors, and within the agreed timescale. It was noted that consideration of the specification for legal advice would likely take place at the 31

March 2026 meeting, and if approved, consideration of quotations for legal advice would be an item at the 5 May 2026 meeting.

## **10. PLANNING MATTERS**

### **a. Decisions and appeals**

**The Clerk reported that the following applications have been PERMITTED (with conditions) by B&NES Council:**

25/03284/VAR - Sewage Purification Works Mead Lane Saltford BS31 3ER. Variation of condition 9 (Plans List (Compliance)) of application 21/05626/FUL (Five glass reinforced plastic kiosks containing control equipment for wastewater treatment plant on Saltford Water Recycling Centre. Creation of a landscaping bund on an existing agricultural field adjacent to Saltford Water Recycling Centre to mitigate the visual impact of proposed new wastewater treatment plant). Wessex Water

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

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

**The Clerk reported that the following application had received CONSENT by B&NES Council:**

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

### **b. Planning contraventions**

- i. Cllr Harding shared that he had received an update from B&NES Council's Planning Enforcement Team with regards to case reference 22/00363/UNAUTH (field with abandoned vehicles and tyres). Further to previous information, it was noted that two fines had been paid in relation to the enforcement case and B&NES Council actions, and that B&NES Council was continuing to progress the matter through the appropriate legal channels. SPC would be informed of any further updates.
- 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 application in respect of which Bath & North East Somerset (B&NES) Council had invited

comment (text taken directly from information supplied by B&NES Council, information on the [B&NES Council Planning Portal](#)):

**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

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

**COMMENT:** Saltford Parish Council supports the routine maintenance and pruning of these mature trees especially as they are in the immediate flight path of the adjacent Saltford airfield runway and therefore should be kept suitably low for aviation safety reasons.

For tree felling, the Parish Council questions whether the Walnut tree (T8) needs removal and suggests that BaNES Council's Senior Arboricultural Officer might advise on whether removal of branches extending into the car park parking area rather than removal of the tree might be a better solution so that there is an attempt to retain the tree, thus preserving the attractive tree cover and setting of this important and historic location. The removal of the other tree put forward for felling, Beech (T2), might be a beneficial outcome for protecting the adjacent Oak (T3) that is proposed to be pruned to give clearance for wires, but the Parish Council asks that the necessity of removal rather than hard pruning be considered by the Senior Arboricultural Officer for the aforementioned reason (preserving tree cover at this important and historic location). A montage showing trees T2 and T8 is attached.

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

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

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

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

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

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

**COMMENT:** The application states that BaNES Council has advised the applicant that the heat pump installation falls within permitted development, apart from it being in Salford's Conservation Area. In those circumstances, and as the proposed location will be relatively discreet, Salford Parish Council supports the application in principle.

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

It was shared that new information (a revised site plan) had been received from B&NES Council (the Planning Authority) on 11 February for:

**25/04856/FUL - 25 Manor Road Salford 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

As B&NES Council had requested SPC to respond to the new information prior to its 3 March meeting, the Council noted that the use of the Scheme of Emergency Delegation had been agreed.

The following was submitted by SPC to B&NES Council for '25/04856/FUL - 25 Manor Road. revised site plan' further to the Parish Council's decision as resolved at the [January 2026 meeting](#) (Item 10.c):

Salford Parish Council's objection remains as the proposed changes would still result in a front garden garage thereby setting 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. Whilst the proposed hedging or similar vegetation may help lessen the visual impact of the new building, vegetation is temporary compared to the permanence of a new building located out of character with the area.

The Parish Council reminds BaNES Council that in December 2021 it refused permission (21/01034/FUL) for a front garden garage in Manor Road and that a similar application, 21/04078/FUL, for a front garden garage in Uplands Road was also refused by BaNES Council in October 2021. A consistent approach to planning policy for this area of Salford is necessary to avoid undermining future development planning control.

(As reported under Item 10.a (above) the application for '25/04856/FUL - 25 Manor Road' was subsequently permitted by B&NES Council).

e. **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](#)):**

No matters required resolution.

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

The Council considered and resolved its response to the Government's consultation on a revised National Planning Policy Framework (NPPF) consultation (end date: 11:45pm 10 March 2026).

The Council resolved to respond to three consultation questions in total, questions 133, 136 and 145, and agreed a response of 'strongly disagree' to each.

In its response, Saltford Parish Council resolved to strongly disagree with proposed changes to Green Belt policies GB6 and GB7 which permitted development near railway stations. The Council cited concerns regarding urban sprawl, increased traffic and infrastructure pressures, loss of Green Belt land, and potential harm to rural communities such as Saltford.

The Council also strongly disagreed with proposed changes to the definition of 'grey belt' and expressed its concern that the policy could enable development on high-quality farmland and local wildlife sites, undermine Green Belt protections, and that the proposed changes to the NPPF weakened local democratic decision-making. In its response, SPC supported removal of the grey belt policy and, if it were to be retained, called for strengthened safeguards.

The Council supported development on previously developed (brownfield) land within existing towns near railway stations (further to its opposition to development on any Green Belt land near railway stations, as above).

It was agreed that a copy of SPC's full response to the NPPF consultation would be added to its 'Protecting Saltford's Green Belt' page.

**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'.**

The Council considered that given SPC's engagement with the current Local Plan process, information about SPC's bid for landscape designation protection for Saltford's Green Belt including 'Saltford South of the A4' was no longer required as a standing item on future agendas.

The Council agreed to note for public awareness that documents, articles, timelines, and supporting information detailing SPC's efforts since January 2023 to protect Saltford's Green Belt – including 'Saltford South of the A4' - were available on SPC's ['Protecting Saltford's Green Belt'](#) page. Updates on SPC's actions in relation to the B&NES Council Local Plan process and related matters were also included on this page (further to information in Council minutes).

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

The Council noted that SPC had made multiple requests to meet with WECA representatives to discuss issues raised in SPC's public letter to the Deputy Prime Minister, '[New housing without compromising food security and nature](#)' (February 2025).

It was further noted that the West of England Combined Authority had not responded to any of SPC's requests for engagement, initially directed to the WECA Mayor and subsequently to senior WECA planning officers.

Accordingly, the Council agreed that this matter would be removed from future agendas. It was also noted that SPC could choose to pursue the matter again or make further requests for engagement with WECA in the future, and that any such action would be brought to a future agenda for consideration.

#### **i. Planning items of urgent or important information**

No reports were received.

**The Chair re-ordered the agenda. Item 12, Item 13 and Item 16 were agreed/resolved next.**

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

**The Chair re-ordered the agenda and Item 15 was resolved next.**

### **11. FINANCIAL MATTERS**

- a. **Monthly Financial Report** – The Clerk presented the monthly financial report for February 2026, as recorded below. The report was accepted by members. The Clerk shared that an annual report would be given at the next meeting.
- b. **Schedule of Expenditure** – The Council resolved to authorise the expenditure listed in the schedule for March 2026, as recorded below. The schedule was signed by the Chair of the meeting. The Clerk shared that an Annual Schedule of Expenditure would be presented at the next meeting.

### **12. PARISH WALK 2026**

The Council agreed and confirmed details for the Parish Walk 2026, to be included in the Saltford Festival programme. Information would be made available on SPC's

website and social media.

It was agreed that Councillors Jon Godfrey, Phil Harding, and Dudey Bartlett would attend this SPC event to represent the Parish Council and to support the volunteer guide.

### **13. BIG THANK YOU 2026**

The Council confirmed details for the upcoming 'Big Thank You' event as co-hosted with Saltford Community Association. SPC Councillor attendance and support with setting up were also noted.

Thanks were expressed to the SCA for their significant contribution to organising the event.

### **14. ASSET CHECKING OUTCOMES**

The Council resolved that the Youth Shelter required minor maintenance works to address areas of rust, and also that repainting of the affected areas would be carried out following works. The Council agreed that Cllr Jon Godfrey would address the rust issue and repaint the Youth Shelter, in line with SPC's Health and Safety Policy, and that cost of materials would be considered for spend approval at a future meeting. An update on the condition of the Youth Shelter following works would also be provided at a future meeting.

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

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. 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'), the Council considered the response received from WECA which stated that SPC's complaint was 'not supported'.

The Council considered WECA's response and agreed that concerns regarding proper consultation with SPC and other parish councils as statutory bodies remained unresolved.

The Council resolved to contact the Local Government and Social Care Ombudsman and agreed 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 sought assurances that parish councils would be appropriately consulted by WECA at the

time of future consultations.

The Council also resolve to write to WECA to inform them of SPC's contact with the Ombudsman. It was agreed that the Council would ask WECA whether they would 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 intended to continue to only contact individual councillors (rather than consulting Parish Councils as statutory bodies and making Parish Council staff aware of consultations).

It was also agreed that SPC's email system would be set up to forward correspondence as sent from WECA to any individual Councillor to SPC's main email address, to ensure that SPC did not miss information on any future WECA consultations.

## **16. COMPLAINT OR CONCERN REGARDING B&NES COUNCIL WASTE AND RECYCLING HEAVY GOODS VEHICLES PARKING IN SALT FORD**

The Council noted resident concerns had been raised with regards to parking and waiting of B&NES Waste HGVs at the parade of shops on Bath Road when the vehicles were not operational (including the A4), which had caused safety and access issues.

The Council noted that a resident had raised concerns about Waste vehicles being parked at the shop parade directly with Bath & North East Somerset Council on two occasions. The Parish Council acknowledged the latest response to the resident from a B&NES Officer, which had stated that the issue would be addressed through the use of a ring-fenced alert at the shop parade in their tracking system, and that any further infringements would be managed under B&NES Council's disciplinary procedures.

As further concerns were raised regarding the behaviour of B&NES Council Waste vehicles in the village and it was agreed that SPC would request telematics data from B&NES Council should future issues arise. Though the Council acknowledged the positive work carried out at B&NES Council's Pixash Lane (Keynsham) site and recognised the challenging nature of the duties performed by the Waste and Recycling teams, it emphasised that safety should remain the priority.

The Council resolved that SPC would write to B&NES Council to note that it welcomed the use of advanced telematics on B&NES Council waste and recycling vehicles, and to express the Council's hope that the data collected would be used by B&NES Council to improve team behaviours in ways that enhanced safety for the Saltford community.

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

It was confirmed that a faculty had been granted by the Church and that contact would be made with the stonemason to proceed with works as agreed in the autumn. It was agreed that if required Cllr Jon Godfrey and Cllr Gary Graveling (with the latter's agreement) would be named contacts alongside the Clerk for the pending walls maintenance works.

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

## **18. PUBLICITY**

The Council reviewed its Bluesky (social media) account as set up in November 2024, and agreed to its ongoing use (in line with SPC's Social Media and Communications policy).

**(At 9:15pm the Council resolved to extend the meeting).**

## **19. CLIMATE EMERGENCY AND ENVIRONMENTAL INITIATIVES**

It was noted that the Salford Wombles had highlighted the need for litter-picking equipment in their current SCAN update. The Council agreed that SPC would contact the Salford Wombles, copying in Cllr Phil Harding as Environment Lead, to make them aware of SPC's 'environment grants' budget. It was noted that the Council would advise that no funding was guaranteed, but that any application submitted by the Salford Wombles would be considered (if in line with SPC's Grants policy).

(It had been reported under 'Clerks Announcements' that no response to SPC's complaint to B&NES Council with regards to EV Community charging hubs had been received, as resolved under Item 18 at the February 2026 meeting).

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

The Council considered and resolved to adopt the following policies:

- SPC Data Breach Policy
- SPC Data Protection Policy
- SPC Document Retention Policy (updated)

- SPC Privacy Policy (updated)
- SPC Website Privacy Policy
- SPC Cookies Policy

Councillors present at the meeting completed and signed the SPC General Data Protection Awareness Checklist for Councillors.

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

The Council noted that it had been previously resolved and publicised that the next full council meeting would take place on Tuesday 31 March and that no (ordinary) full council meeting was scheduled to take place in April 2026.

The meeting closed at 9:20pm.

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

Signed.....

### **Next SPC meeting:**

The next scheduled ordinary full council meeting is scheduled to take place at 7:15pm on 31 March 2026 in the Avon Room at Saltford Hall. Information about SPC's meetings available at [www.saltfordparishcouncil.gov.uk](http://www.saltfordparishcouncil.gov.uk)

# SALTFORD PARISH COUNCIL

**Schedule of annual expenditure during March 2026  
– for authorisation by the Council at its meeting on 3 March 2026.**

<b>Description</b>	<b>Amount</b>	<b>Method</b>	<b>Budget heading</b>
March staff costs total inc. salary, pension, HMRC tax and National Insurance.	3000 estimate, 3200 maximum	Online BACS	Office staff
March SCA Hall hire	80 estimate 150 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	205 (inc VAT) estimate 230 (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, office equipment + as appropriate	20 estimate 200 max	Online BACS / Clerks expenses	General Administration
March monthly bank account fee and electronic payments banking fee	5 estimated 15 maximum	Online BACS	General Administration
March Payroll services fee (to be paid quarterly)	15 estimated 25 maximum	Online BACS	General Administration
Chair's Allowance Jan-Mar 2026	£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: 24.02.26                      Amount: £5000**

I certify that the above payments made or to be made have been authorised at the meeting of the Parish Council on 3 March 2026.

SIGNED.....

DATE:.....

CHAIR / VICE-CHAIR

# Saltford Parish Council

Monthly Financial Report for February 2026 - Month 11  
Quarter period 4

	Budget to date	Actual to date	Budget Year end position
<b>RECEIPTS:</b>			
Precept & any grant	£59,417	£59,417	£59,417
Interest on Investments	£550	£487	£600
Other Income: Allotments	£215	£211	£235
VAT Reimbursements	£1,300	£1,189	£1,300
Other	£0	£0	£0
<b>Subtotal without CIL</b>	<b>£61,483</b>	<b>£61,304.50</b>	<b>£61,552</b>
CIL Payments	£0.00	£3,152	£0
<b>Total Income</b>	<b>£61,483</b>	<b>£64,457</b>	<b>£61,552</b>

<b>PAYMENTS:</b>			
General Administration	£1,375	£1,879	£1,500
Office accommodation	£1,500	£1,500	£1,500
Office Staff	£35,750	£34,884	£39,000
Office Equipment	£275	£42	£300
Training	£1,238	£1,175	£1,350
Auditing	£650	£620	£650
Insurance	£650	£497	£650
Publicity	£1,742	£1,462	£1,900
Subscriptions	£115	£105	£125
Chairmans Honorarium	£275	£225	£300
Councillors' expenses	£92	£0	£100
Hall / Room Hire	£642	£449	£700
Maintenance: Church Yard Grounds	£2,292	£1,693	£2,500
Allotments	£138	£0	£150
Churchyard Special Maintenance Projects	£2,292	£2,750	£2,500
Allotment site rent	£92	£100	£100
Council led schemes	£1,604	£20	£1,750
Environment schemes - SPC & grants	£458	£60	£500
Community events grants/misc	£458	£500	£500
Miscellaneous grants	£917	£370	£1,000
VAT	£917	£1,164	£1,000
<b>Subtotal without CIL</b>	<b>£53,468.75</b>	<b>£49,495.50</b>	<b>£58,075.00</b>
CIL-related expenditure	£0	£0	£1,971
<b>Total Payments</b>	<b>£53,469</b>	<b>£49,496</b>	<b>£60,046</b>

**BALANCE AT END OF MONTH:**

Current account £5,163

Business Instant Access account	£68,766
Cash	£0
<b>TOTAL CURRENT BALANCE</b>	<b>£73,929</b>

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