



SALTORD PARISH COUNCIL

Minutes of the ordinary meeting of the Council held in the Avon Room at Saltford Hall on Tuesday 7 July 2026 at 7.15pm.

PRESENT

Councillors: Jon Godfrey (Chair), Dudley Bartlett, Gary Graveling, David Halton (Vice Chair), Phil Harding (Chair of Planning Committee), Andy Rice and Sally Turner.

Officer: Lottie Smith-Collins.

1. MINUTES

The Council resolved to accept the draft minutes of the Council meeting held on Tuesday 2 June 2026 at Saltford 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 accept apologies for inability to attend the meeting from the following members: Cllrs Julie Austwick, Shayan Aziz, Paul Smith and Emma Swallow.

3. DECLARATION OF INTERESTS

Cllr Dudley Bartlett declared an interest in Item 10 'Planning Matters, Planning Consultations – 26/02286/FUL – 41 Norman Road, Saltford' as he was friends with the applicant. Cllr Bartlett advised that he would participate in the discussion of the item but would not vote. The Clerk provided guidance regarding the declaration of interests.

4. CHAIR OF THE MEETING'S ANNOUNCEMENTS

Cllr Jon Godfrey, SPC Chair, thanked the efforts of the Saltford Community Association and Saltford Festival volunteers who delivered a very successful Saltford Festival 2026. Cllr Godfrey also complimented Saltford Sports Club on its efforts and noted the range and successful delivery of its events during the summer.

5. PUBLIC TIME

There were seven members of the public present.

(No members of the public requested to address the Council during 'Public Time'.)

6. CLERK'S ANNOUNCEMENTS

The Clerk reported that an update had been circulated to Councillors prior to the meeting and highlighted the following matters:

- **SPC Parish Walk (Saltford Festival):** Volunteer Cheryl was thanked for leading SPC's Parish Walk on 16 June 2026 as part of Saltford Festival 2026. The walk had been attended by Councillors and residents, with approximately 35 participants.
- **A4 Curo Roadworks:** SPC had been advised that the works had been due to conclude on 3 August 2026. However, the discovery of Virgin Media cables had indicated that the programme of works was likely to be extended.
- **Poppy Project:** SPC had attended the Poppy Project meeting in early June and had proposed that poppies be displayed at the Saltford Memorial Garden. SPC had liaised with B&NES Council on behalf of the project, and thanks were expressed to B&NES Council officers for granting permission and their offer of assistance with the display arrangements.
- **WECA A4 Bath to Bristol consultation (Oct–Dec 2025):** SPC was informed by B&NES Council in early July that WECA's consultation report for sections 4–6 was due to be published within the next few weeks. Ahead of publication, SPC had also been advised that WECA would lead briefings for local councillors through a series of group sessions.
- **WECA A4 Keynsham Bypass Consultation:** WECA had advised SPC that the consultation for section 3 was expected to commence in late July and remain open for eight weeks, although dates had not yet been confirmed. WECA had stated that it would provide SPC with further information regarding consultation dates and briefing sessions for councillors. SPC had requested confirmation that Parish Councils, as well as individual Councillors, would be notified of the consultation and invited to participate in briefings, following concerns previously raised by SPC (see Minutes: November 2025, January 2026 and 3 March 2026).
- **Preliminary Traffic Regulation Order (TRO) consultation – Highway adjacent to Manor Road Lane:** SPC had submitted a response in support of the preliminary TRO consultation relating to its request for 'No Waiting' and 'No Stopping' restrictions, as resolved under Item 15 of the November 2025 meeting. SPC awaited details of the formal 21-day public consultation process for proposed TROs in Saltford and Keynsham.
- **Proposed engagement with Public Rights of Way and Traffic Management Teams:** Through B&NES ALCA, SPC had requested that officers from B&NES Council's Public Rights of Way and Traffic Management teams be invited to future Parish Liaison 'World Café' sessions to support engagement and effective consultation with Parish and Town Councils.
- **B&NES Climate and Nature Strategy Survey:** SPC had promoted B&NES Council's Climate and Nature Strategy survey and had encouraged residents to participate before the closing date of 24 July 2026.
- **Period for the Exercise of Public Rights:** The statutory notice had been displayed on 22 June 2026. The inspection period had commenced on 23 June 2026 and was due to conclude on 3 August 2026. A copy of the notice had also been made available on SPC's website.
- **Churchyard Wall – West Gate Return:** Further to Item 15 of the June 2026 meeting, permission had been received from St Mary's Church to proceed with maintenance works to the west gate return with works planned for autumn 2026. Thanks were expressed to the Church Warden for their assistance.

- **Documentation management:** Further to the spend resolved under Item 11.f at the June 2026 meeting, it was confirmed that documentation management actions had been completed, at a cost of £117.04 ex. VAT.
- **Wessex Water Mead Lane site update:** SPC had been informed that the Saltford Water Recycling Centre on Mead Lane had been completed, and that commissioning and testing of the new equipment and processes would continue throughout the summer. The £35 million expansion was delivered by YTL Construction UK on behalf of Wessex Water. On the afternoon of 4 August, Wessex Water would be opening the site to all Saltford residents. SPC had received an invitation to attend a special event earlier in the day.

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

Cllr Duncan Hounsell, B&NES Ward Councillor for Saltford, had circulated a written report in advance to the Council and provided a verbal update at the meeting. This included the following information:

- Cllr Hounsell supported the comments made by Cllr Godfrey under Chair's Announcements and expressed his thanks to the organisers of the Saltford Festival and those involved in organising events at Saltford Sports Club.
- B&NES Council had obtained a High Court injunction on 12 June 2026 to end the use of a property in Justice Avenue in breach of planning control and a previously issued enforcement notice. The defendants had been ordered to pay B&NES Council's costs of the claim which totalled over £12,000. Public communications from B&NES Council were expected.
- B&NES Council's Development Management team, part of the Planning team, had received an accolade as the best in the South West.
- The Draft Local Plan was expected to be published in early September 2026.
- From 31 October, the National Scheme of Delegation would introduce changes to the way planning decisions were made by B&NES Council, including the matters to be considered by the Planning Committee. It was reported that 97% of planning decisions were currently determined by Planning Case Officers and that this proportion was expected to increase following implementation of the National Scheme of Delegation.
- Cllr Hounsell had attended the Saltford Business Network AGM on 9 June. Information was shared regarding the number of businesses operating within Saltford Ward and the number of people employed by those businesses.

Cllr Chris Warren, B&NES Ward Councillor for Saltford, was present and provided a verbal update. This included the following information:

- He had been abroad so unable to attend the Saltford Festival, but had heard it had gone very well.
- Over 500 objections had been submitted in relation to planning consultation

'26/01700/OUT – Parcel 8966, Manor Road'. He advised that he intended to speak against the application when it was considered at a future B&NES Council Planning Committee meeting.

- Reference was made to the significant disruption associated with the Curo development (Keynsham), specifically roadworks and pavement works, on the A4. Cllr Warren voiced concerns regarding delays and the potential economic impact. He confirmed that he had been seeking to arrange an on-site meeting with Curo representatives about these issues, including with the Head of Planning, Head of Construction and Communications Manager, and would continue to pursue this.
- B&NES Council Public Rights of Way team had shared that the Public Path Diversion Order 2026 for Public Footpath BA27/47, The Shallows, Saltford, had been confirmed.
- Assurances had been received from the Keynsham Beat Team that the police were aware of concerns regarding anti-social behaviour in the village, particularly during periods of hot weather. Cllr Warren had been informed that where possible police officers would monitor known areas during the forthcoming heatwave. Cllr Warren also shared that he was seeking to meet with a local landowner regarding a location known to attract anti-social behaviour.
- He was seeking to arrange a meeting with the B&NES Council officer responsible for engagement with the West of England Combined Authority (WECA) regarding the A4 Bristol to Bath Corridor. He hoped that this meeting would take place later in the month and invited SPC members to attend once a date had been confirmed.
- Appreciation was expressed for the work of Saltford Sports Club, particularly in relation to recent events held during the football World Cup.

8. REPORTS FROM LINK MEMBERS ON OUTSIDE BODIES

The following upcoming meetings and updates were shared for the awareness of Councillors:

- Cllr David Halton shared that he had attended the Saltford Business Network AGM held at Saltford Golf Club on 9 June.
- Cllr Sally Turner shared that a planned Saltford Fairtrade Group meeting had been postponed. Following mention of the group's interest in a replacement 'Fairtrade Village' sign, the Clerk shared that B&NES Council had stated previously that they would not look to reinstate the 'Saltford' sign (as required prior to any 'Fairtrade' sign, and as removed by B&NES Council from the Bath end of the village) until 'sign swapping' in the area had ceased.
- The Clerk had attended the B&NES Avon Local Council Association (ALCA) meeting on 23 June, as held in Peasedown St. John. SPC's engagement had included a report on effective consultation practices by B&NES Council with

Parish Councils. Those present had discussed how to improve attendance by Parish Councils at B&NES ALCA and B&NES Parish Liaison meetings.

- B&NES Council's Area Forums had been replaced with a series of community meetings during the summer, following the postponement of the Draft Local Plan. Forum meetings to brief residents on the Draft Local Plan had been rescheduled for September.
- The Parish Council Airport Association AGM would take place on Thursday 9 July (7:30pm start), and the regular meeting would be held immediately after the AGM. Information had been circulated to Councillors.

9. FUTURE AGENDA ITEMS

The Council agreed, following a proposal from Cllr Harding, to consider its approach to responding to planning consultations at a future meeting, likely as an item in the late autumn.

(THE CHAIR REARRANGED THE ORDER OF THE AGENDA, AND ITEM 12 WAS DISCUSSED NEXT).

10. PLANNING MATTERS

a. Decisions and appeals

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

26/01351/FUL - 67 Grange Road Saltford BS31 3AQ. Erection of single storey rear extension and rear decking. John & Lindsey Milshines

26/01089/FUL - 22 Tying Road Saltford BS31 3HL. Demolition of existing bungalow and construction of 4No. bungalows including new access road off Tying Road. Mrs Sandy Vear

26/01516/FUL - 22 Chestnut Walk Saltford BS31 3BG. Erection of single storey side extension and front garage extension. Mr and Mrs Mike Oliver

26/01940/FUL - 35 Claverton Road Saltford BS31 3DW. Erection of rear and part side extension. Mr Green

26/01210/FUL - 336 Bath Road Saltford BS31 3TQ. Erection of single storey rear extension following demolition of existing single storey structures. Mr Jack Stiff

The Clerk reported that the following application had been WITHDRAWN:

26/01903/TPO - Land At Rear Of 562 To 566 Bath Road Bath Road Saltford. 2no. European Ash (T01 and T02) - Fell to ground level. Woodland (W01) - Understorey clearance of small diameter trees and stumps as per Tree Management Strategy. Mr Daanyaal Ishaq

The Clerk reported that the following appeal had been DISMISSED by the Planning Inspectorate:

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

b. Planning contraventions

1. Further to Item 7 above, it was reported that information had been received from B&NES Council's Planning Enforcement Team (the Planning Authority) in relation to Planning Enforcement Case Ref. No. 23/00215/UNAUTH concerning a property on Justice Avenue, Saltford. It was reported that a Consent Order had been made in June 2026 in proceedings brought by B&NES Council. The Order provided that, unless planning permission was granted for an alternative use, the land could be used only for lawful residential purposes (Use Class C3 or C4) and not for commercial purposes, including short-stay commercial leisure accommodation. It was further reported that the Court had ordered the defendants to pay B&NES Council's costs of approximately £12,700.
2. No items raised.

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

26/02186/TCA - 71 High Street Saltford BS31 3EW. Laurel T1 - reduce by 1-2 metres. Ash self-seed T2 - fell. Conifer T3 - reduce hedge by 3-4 metres. Ash T4 - fell. Laurel and Bay T5 - reduce hedge by 3-4 metres. Ash T6 - cut back branches encroaching property. Hawthorne T7 - fell. JHS Tree Services

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

COMMENT: The application lacks a plan of which trees will be felled or pruned, their location, or the reason for felling, so it is not possible to provide a meaningful response other than to state Saltford Parish Council's policy on this matter. SPC accepts that periodic pruning of a tree's height or shape is an accepted aspect of tree management. SPC is however, concerned that Saltford's Conservation Area has lost several mature trees in recent months and years, mainly due to disease. SPC therefore asks BaNES Council to actively encourage the applicant to plant replacement trees of species that are native to NE Somerset (a list is provided by Saltford Environment Group and

can be downloaded
from www.saltfordenvironmentgroup.org.uk/wildlife.html#appropriate-trees) to
provide ongoing valuable wildlife habitat in Saltford as well as maintaining the
Conservation Area's tree cover in the longer term.

26/02180/FUL - 4 Lansdown Road Saltford BS31 3BB. Installation of replacement
dormer to front elevation and new dormer to rear elevation of existing dwelling roof.
Internal alterations including new doors and windows to rear elevation. Mr & Mrs
Danny Halliday

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

26/02286/FUL - 41 Norman Road Saltford BS31 3BH. Creation of loft conversion
by raising the roof line and alterations to front elevation. Mr & Mrs Mark Andrews

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

COMMENT: Saltford Parish Council is supportive in principle of the proposals
to modernise and extend dwellings in Saltford's settlement area where this
has no adverse effect on the amenities of neighbouring properties. For this
application, SPC asks BaNES to take into consideration the issues
expressed by neighbours concerning loss of privacy and overbearing effect
when making its decision. Whilst loft conversion rooms with velux windows
should not have an adverse effect on the privacy of neighbouring dwellings,
the proposed north facing 1st floor balcony with floor to ceiling windows will
face directly onto the rear of neighbouring properties and the gardens at the
north end of those dwellings, especially for the neighbour on the east side,
and may be considered to be intrusive on the privacy of those properties due
to their close proximity.

26/02244/FUL - 17 Lansdown Road Saltford BS31 3BB. Demolition of existing
rear room and conservatory. Erection of single story rear extension, internal
remodelling and associated external works. Mr & Mrs Stacy

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

26/02412/FUL - 32 Manor Road Saltford BS31 3DN. Erection of 1no. 3 bed
dwelling to rear of existing dwelling. Mr Mustafa Uddin

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

COMMENT: Saltford Parish Council is supportive in principle of housing infill
within Saltford's settlement boundary where it is appropriate; for this

application, SPC has some concerns.

The parcel of land, the rear garden of a semi-detached house, is relatively narrow for a garden infill dwelling, therefore SPC asks BaNES Council in making its planning decision to satisfy itself that the proposals do not represent an over-development of the site, taking account of any harm that may result to the occupiers of neighbouring properties in relation to privacy, outlook/overlooking and any overbearing effect.

The back garden for 32 Manor Road contained mature trees and other plants that have been completely cleared in recent weeks. Therefore, the application form's claim that there are no trees does not reflect the situation before the site was recently cleared, presumably in readiness for the proposed development. The removal during the bird-nesting season of mature garden trees and other vegetation that are a characteristic of Manor Road and that contribute to supporting local wildlife and the rural character of the village is a matter of concern; the application does not state if measures to avoid harm to wildlife, including nesting birds, were taken during the site clearance work.

The proposed access lane to the new property will result in the loss of the off-street parking and small detached garage, already removed, for the existing dwelling, No. 32, yet no reference to any new provision for off-street parking for the existing dwelling is given in the application paperwork. Manor Road is increasingly used by commuters as a park and ride facility for the Bath Road (A4) bus service as well as being a collection and drop-off point for school children attending Saltford School in Claverton Road. Therefore, the Parish Council considers it important that properties retain off-street parking provision in Manor Road to reduce on-street parking and resulting additional congestion during, for example, peak periods including school arrival and collection times. The provision of off-street parking for 32 Manor Road requires clarification so that the provision for each of the two dwellings, should the application be permitted, is known and found to be satisfactory.

26/02435/FUL - 15 Haselbury Grove Saltford BS31 3AD. Erection of single storey rear garden and pool room following demolition of part of existing single storey utility wing. Mr Chris Lilley

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

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

- d. Planning application(s) on which Saltford Parish Council has been consulted by planning authorities other than B&NES Council: Bristol**

Airport Expansion application – updated aircraft noise evidence

Further to SPC's submitted 'COMMENT' response to North Somerset Council regarding planning application 26/P/0686/OU2 – Bristol Airport, North Side Road, Felton, Wrington (resolved Item 10.d, June 2026), it resolved that the Council would support calls by the Parish Council Airport Association for a revised aircraft noise assessment to be undertaken as part of the current planning application.

The Council resolved to submit the following to North Somerset Council:

After our response of 3 June 2026, SPC has become aware that recent evidence published by the Department for Transport and the Civil Aviation Authority indicates that aircraft noise may cause significant annoyance and sleep disturbance at lower noise levels than previously assessed.

In view of the existing high level of night-time flight disturbance experienced by residential areas like Saltford, SPC strongly supports the request from the Parish Councils Airport Association (PCAA), that a revised aircraft noise assessment be undertaken as part of Bristol Airport's current planning application, particularly in relation to night-time flights and associated noise impacts on local communities. Our existing specific request that the current level of night flights should be reduced, not exceeded, and the flight path(s) be adjusted to reduce unnecessary disturbance to residential areas like Saltford wherever possible remains highly pertinent to this issue.

e. Consultation on planning applications received after the meeting notice was issued

No matters required resolution.

f. Planning items of urgent or important information

The Council noted correspondence from B&NES Council which advised that consideration of the Draft Local Plan by B&NES Council's Cabinet had been deferred (again), from 2 July to 10 September 2026. Public consultation on the Draft Local Plan was expected to begin shortly after the B&NES Council Cabinet meeting.

11. FINANCIAL MATTERS

- a. **Monthly Financial Report** – The Clerk presented the monthly financial report for June 2026, as recorded below. The report was accepted by members.
- b. **Schedule of Expenditure** – It was noted that the Council had previously authorised the expenditure set out in the Annual Schedule of Expenditure for 2026/27, as recorded below, and that no amendments had been made to the schedule since that decision.

- c. **Date of transfer of funds** – It was noted that a transfer of funds from the Business Instant Deposit Account into the Current Account to cover outstanding invoices and expenditure had taken place as follows:
Date: 25.06.2026 **Amount:** £5,000.
- d. **Quarter 1 2026/27 Bank Reconciliation** – The Council noted that bank statements had yet to be received and agreed to move to accept Quarter 1 Bank Reconciliation to a future meeting.
- e. **Morse Networks website hosting** – The Council resolved expenditure of £160 + VAT to Morse Networks for annual website hosting (Budget line: Publicity).

12. LEGAL ADVICE – PROTECTION OF SALTFORD'S GREEN BELT (INCLUDING RESOLUTION TO APPROVE EXPENDITURE)

The Council considered recommendations from the Planning Policy Working Group (PPWG) in relation to the three options presented. The PPWG advised that, should the Council decide to seek legal advice, it was satisfied that Richard Buxton Solicitors would be able to provide the required service.

The Council resolved not to proceed with Option 3 (a technical review of transport-related deficiencies within the planning application for '26/01700/OUT – Parcel 8966, Manor Road', etc.).

The Council agreed to defer consideration of Options 1 (planning review and legal options) and 2 (transport planning advice and legal opinion) to a future meeting.

Further to information shared under Item 10.f above, the Council agreed to consider postponing the September meeting from Tuesday 1 September to a later date in September, as 1 September was anticipated to fall immediately before the publication of the Draft Local Plan papers (expected on 2 September ahead of the B&NES Cabinet meeting on 10 September).

The Chair agreed to call an extraordinary meeting on 4 August, to be held in place of the scheduled Planning Committee meeting, with an agenda item to consider and resolve whether the meeting scheduled for 1 September should be moved to a later date.

The Council agreed that deferring consideration of this item to a future meeting would allow Councillors to review the Draft Local Plan, which would enable a more informed decision to be made with regards to any next steps, including whether to accept quotations for Green Belt defence legal advice.

13. WEBSITE UPGRADE (INCLUDING TO RESOLVE SPEND)

The Council received and noted a report from Cllr Jon Godfrey regarding website theme migration, security enhancements, accessibility improvements, and work towards compliance with WCAG 2.2 AA standards.

The Council considered a quotation from Morse Networks, together with cost information from three alternative providers and other options available to the Council.

The Council resolved:

1. To accept the proposal from Morse Networks for website theme migration, security enhancements, accessibility improvements, and work towards WCAG 2.2 AA compliance at a cost of £1,716 plus VAT. The Council also approved expenditure of £68 plus VAT for a third-party accessibility tool (budget: Publicity).
2. The Council resolved to exceed the 2026/27 Publicity budget allocation to accommodate the approved website upgrade costs.

14. YOUTH SHELTER REFURBISHMENT PROJECT (INCLUDING APPROVAL OF EXPENDITURE)

The Council considered and accepted the Youth Shelter Refurbishment Report which included a risk assessment, and considered information shared by Cllr Andy Rice and Jon Godfrey following site visits.

The Council noted confirmation from the Council's insurance provider that the planned activities by volunteers were covered under the Council's existing insurance arrangements based on the information provided by Cllr Godfrey (and as circulated to all Councillors) and that no additional cover or expenditure had been required.

The Council resolved to establish a Youth Shelter Working Group to oversee the refurbishment project, with membership comprising of three people - SPC Cllrs Jon Godfrey and Andy Rice, and volunteer Ward Cllr Chris Warren.

The Council resolved to approve expenditure of up to £1,000 (Budget: Council Led Schemes) in accordance with Section B.4, Option B of the report (Volunteers + Materials Only) for the purchase of materials, plant, access equipment and other associated project costs. It was resolved that expenditure on approved materials and equipment may, where agreed in advance with the Clerk/RFO, be incurred by Councillors or volunteers and reclaimed through the Council's expenses procedure.

It was further resolved that, upon completion of the project, SPC Councillors in the Working Group would present an update to the Council detailing the works undertaken and total expenditure incurred, and that following completion of the project the Youth Shelter Working Group would be dissolved.

It was shared that the intention was for works to take place in the summer, likely August, pending weather conditions.

15. SIZE/WEIGHT VEHICLE LIMIT SALTFOORD CONSERVATION AREA – USE AS DIVERSIONARY ROUTE BY B&NES COUNCIL WASTE VEHICLES

The Council noted correspondence and updates received from B&NES Council, including information provided by the Cabinet Member via the Chief Executive Officer, in response to concerns raised by SPC regarding the use of routes through the Saltford Conservation Area by B&NES Council waste vehicles as a diversion during periods of congestion on the A4.

The Council noted confirmation that, following SPC's concerns, use of these routes by waste collection vehicles would no longer be routine or left to driver discretion. Any such use would instead require management approval on a case-by-case basis in exceptional circumstances, such as significant congestion or roadworks, and would be recorded and monitored by B&NES Council.

Councillors expressed concern that the use of the Conservation Area as a diversionary route by waste vehicles would likely continue during periods of significant congestion or roadworks on the A4, and questioned whether the revised arrangements by B&NES Council addressed the concerns originally raised regarding waste vehicles 'rat-running'.

Councillors also raised concerns regarding reports of 'rat-running' on residential roads on the south side of the village, including the Grange Road–Manor Road route (from the direction of the Pixash Lane site, Keynsham, towards Bath). Particular concern was expressed regarding road safety, given the number of schoolchildren using the area and associated parking congestion on Manor Road at peak times.

The Council agreed that as a future agenda item the Council would consider whether to submit a Freedom of Information request to B&NES Council for telematics data relating to its waste HGV fleet. Cllr Jon Godfrey agreed to consider the information required for the item, including locations, dates and vehicle movement data.

16. LARGE WESSEX WATER VEHICLES ACCESSING MEAD LANE SITE VIA SALTFOORD

The Council noted that the new access bridge serving the Wessex Water Mead Lane site had been constructed to provide an alternative route for HGVs and other large vehicles accessing the site, with the expectation that this would significantly reduce their use of Saltford High Street and Mead Lane.

Members considered concerns raised by residents regarding the continued use of High Street and Mead Lane by large vehicles travelling to and from the site.

Saltford Parish Council resolved to write to Wessex Water, enclosing photographic evidence provided by residents, to express concern regarding the continued use of Saltford High Street and Mead Lane by HGVs and other large vehicles accessing the Mead Lane site. It was agreed that the Council would seek clarification on the current arrangements for site access and on the measures being taken to encourage or require use of the alternative route provided by the new bridge.

It was agreed that the correspondence would also raise concerns regarding the potential impact of such traffic on the recently resurfaced High Street.

17. SPC UNREASONABLE BEHAVIOUR POLICY

The Council reviewed and agreed changes and updates to SPC's 'Unreasonable Behaviour Policy' and resolved to adopt the updated document as final.

18. STAFFING COMMITTEE TERMS OF REFERENCE

The Council resolved to adopt the revised Staffing Committee Terms of Reference for Saltford Parish Council as final.

19. ALLOTMENTS MANAGEMENT

The Council resolved to contact those currently on the SPC allotments waiting list to confirm that they remained Saltford residents and to ask if they wished to remain on the waiting list. It was agreed that, where no response was received following two attempts to make contact by a specified deadline, the individual would be removed from the waiting list.

The Council also agreed that individuals on the waiting list would be asked whether they would be willing to accept an overgrown vacant plot and that, where such a plot became available, priority would be given to those willing to undertake the necessary clearance work.

It was further resolved that existing allotment tenants could be offered vacant plots if there was no active waiting list, in order to ensure the continued cultivation and effective management of the allotment site.

20. EV CHARGING INFRASTRUCTURE PROJECT – B&NES/WECA UPDATE

It was reported that information had been received from WECA in response to SPC's Freedom of Information request regarding the EV Charging Infrastructure Project. The Council noted that WECA had allocated £932,813 to B&NES Council through a regional EV charging programme approved in June 2023. A Grant Offer Letter had been issued by WECA in August 2024 and accepted by B&NES Council in December 2024. The funding was intended to support the installation of on-street chargers, community charging hubs and destination chargers.

The Council further noted that the grant operated on a reimbursement basis, requiring B&NES Council to incur eligible expenditure before submitting claims to WECA. The grant agreement anticipated claims being made during the 2025/26 and 2026/27 financial years, with milestones of 13 charge points installed by March 2026 and 23 charge points installed by March 2027. WECA had confirmed that, at the date of its response to SPC, it had not received any claims from B&NES Council under the project.

The Council noted that a separate Freedom of Information request had been submitted to B&NES Council. It was anticipated that the response would provide

further information regarding project which may include progress, expenditure, contracts awarded, charge point installations and any claims that may be submitted to WECA.

It was agreed that, once the response from B&NES Council had been received and reviewed, a further update would be presented to the Council. The matter would then be included on a future agenda for further consideration and any necessary action.

(At 9:15pm the Council voted to extend the meeting)

21. CLIMATE EMERGENCY AND ENVIRONMENTAL INITIATIVES

Further to Item 20 (EV charging infrastructure project, above), no updates or additional information regarding environmental initiatives in Saltford were received.

22. PUBLICITY

Further to the resolution under Item 13 'Website Upgrade' (above), the Council discussed the contents of SPC's next SCAN page (end date for submission: 10 August).

23. DATA PROTECTION AND GDPR UPDATES

No updates were received.

24. DATE OF NEXT FULL COUNCIL MEETING

Further to Item 12 (above), notice was given that an extra ordinary (Full Council) meeting of Saltford Parish Council would be held on Tuesday 4 August 2026 at 7.15pm at Saltford Hall, Wedmore Road, Saltford BS31 3BY. The meeting had been called by the Chair of the Council, Cllr Jon Godfrey.

It was noted that the Planning Committee meeting scheduled for the same date and time would not take place and that planning matters would instead be considered under the relevant item on the Full Council agenda.

It was further noted that a proposal to reschedule the Council's September meeting to a later date in the month would be considered at the August meeting.

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 4 August 2026 in the Avon Room at Saltford Hall. Information about SPC's meetings available at www.saltfordparishcouncil.gov.uk

SALTFORD PARISH COUNCIL

Schedule of annual expenditure from 1 April 2026 to 31 March 2027 – for authorisation by the Council at its meeting on 31 March 2026.

Description	Amount per annum	Amount per calendar month	Method	Budget heading
Staff costs total inc. salary, pension, HMRC tax, National Insurance etc. (paid monthly)	£41,000 maximum	£3,000 estimate, £3,200 maximum	Online BACS	Office staff
SCA Hall hire (paid monthly)	£600 estimate £700 maximum	£45 estimate £150 maximum	Online BACS	Hall hire
inTouch Communications Ltd phone system (paid monthly)	£330 estimate £400 maximum (inc. VAT)	£27 estimate £35 maximum (inc VAT)	Direct Debit	General Administration
Ambience Landscapes churchyard maintenance (paid monthly)	£2,500 maximum (inc.VAT)	£205 maximum (inc. VAT)	Online BACS	Churchyard Maintenance
One Drive (paid monthly)	£25 estimated £50 maximum (inc VAT)	£2 estimate £3 maximum (inc. VAT)	Direct Debit	General Administration
Stationary, IT supplies, printing & postage, office equipment + as appropriate (paid monthly)	£500 estimated £2,000 maximum (inc. VAT)	£25 estimate £200 maximum (inc. VAT)	Online BACS / Clerks expenses	General Administration
Bank account fee & electronic payments banking fee (paid monthly)	£60 estimated £180 maximum	£5 estimated £15 maximum	Online BACS	General Administration
Payroll services (paid quarterly)	£180 estimated £350 maximum	£15 estimated £25 maximum	Online BACS	General Administration
Chair's Allowance (paid quarterly)	£300 maximum (paid quarterly)	£25 maximum	Online BACS	Chair's Honorarium

Sums that have been transferred from the Business Instant Deposit Account into the Current Account to cover outstanding invoices and expenditure will be noted on Full Council minutes.

I certify that the above payments made or to be made have been authorised at the meeting of the Parish Council on 31 March 2026.

SIGNED..... CHAIR / VICE-CHAIR DATE:.....

Saltford Parish Council

Monthly Financial Report for June 2026 - Month 3

Quarter period 1

Budget to
date

Actual to
date

Budget
Year end
position

RECEIPTS:

Precept & any grant	£37,136	£37,136	£74,271
Interest on Investments	£113	£120	£450
Other Income: Allotments	£59	£190	£235
VAT Reimbursements	£1,100	£1,200	£1,100
Other	£0	£0	£0
Subtotal without CIL	£38,407	£38,645.55	£76,056
CIL Payments	£0.00	£0	£0
Total Income	£38,407	£38,646	£76,056

PAYMENTS:

General Administration	£625	£283	£2,500
Office accommodation	£1,500	£1,500	£1,500
Office Staff	£10,250	£9,331	£41,000
Office Equipment	£75	£0	£300
Training	£338	£948	£1,350
Auditing	£650	£315	£650
Insurance	£650	£407	£650
Publicity	£475	£0	£1,900
Subscriptions	£31	£95	£125
Chairmans Honorarium	£75	£75	£300
Councillors' expenses	£25	£0	£100
Hall / Room Hire	£175	£126	£700
Maintenance: Church Yard Grounds	£625	£504	£2,500
Allotments	£38	£0	£150
Churchyard Special Maintenance Projects	£1,500	£7,020	£6,000
Allotment site rent	£25	£0	£100
Council led schemes	£425	£96	£1,700
Environment schemes - SPC & grants	£63	£0	£250
Community events grants/misc	£125	£350	£500
Miscellaneous grants	£250	£0	£1,000
Green belt legal	£1,250	£0	£5,000
VAT	£275	£205	£1,100
Subtotal without CIL	£19,443.75	£21,254.87	£69,375.00
CIL-related expenditure	£0	£0	£3,547
Total Payments	£19,444	£21,255	£72,922

BALANCE AT END OF MONTH:

Current account	£5,061
Business Instant Access account	£82,249
Cash	£0
TOTAL CURRENT BALANCE	£87,310

CIL-related cashflow	Balance at 31/03/26		CIL-income 26/27	CIL-expend 26/27	CIL balance
	£7,094		£0.00	£0	£7,094