

Portbury Parish Council

MINUTES

Minutes of the meeting held 11th June 2024

Present:

Councillors: Cllr Mr Lanham Cllr Mr Penn Cllr Mr Campbell

Chairman: Cllr Mrs Cowlard

Clerk: Minutes taken by Mrs Dawn Drower – Clerk

Representatives: Mr Phipps

Others

Meeting commenced at 7.30pm

No	Item	Action
PC/0624/01	Declaration of Interest by Members – No declaration of interest.	
PC/0624/02	Apologies received – Cllr Mr Chilcott offered his apologies.	
PC/6524/03	Minutes of PPC's monthly meeting held on the 7th of May 2024 were presented. Cllr Mrs Cowlard commented that all action points from the May meeting were covered under the agenda. Cllr Mr Campbell commented that there was an error in the May minutes under maintenance – PC/0524/07 – Clerk Mrs Drower will amend on the next minutes. All other action points are covered under the agenda. The minutes were: Proposed Cllr Mr Campbell Seconded Cllr Mr Lanham Resolved that: Minutes were agreed by all.	WC

<p>PC/0624/04</p>	<p>Finance (a)Payments for authorisation – As per schedule presented prior to meeting. Clerk Mrs Drower commented that all payments were in line with the finance sheets. Clerk Mrs Drower went over the bank account balances and figures on the finance sheets.</p> <p>There are five payments for authorisation – Clerk May administration and expenses, K&E (lengthsman) May maintenance, Village Hall rent, NSC green bin stickers and Cllr Mr Penn reimbursement for speeding signs</p> <p>RESOLVED that: The payments as scheduled in the Finance Report were approved.</p> <p>Proposed Cllr Mr Lanham Seconded Cllr Mrs Cowlard</p> <p>Agreed by all Cllrs.</p>	<p>DD</p> <p>DD</p>
<p>PC/0624/05</p>	<p>Crime and Disorder (a)Crime Stats – none (b)Local crime – Cllr Mr Lanham commented that a fridge has been dumped by the footbridge. Cllr Mr Lanham also commented that there have been reports of prowlers wearing black balaclavas in the Sheepway vicinity in the early hours of the morning. PPC received an email from Failand PC asking if we would contribute to the cost of CCTV in Failand Lane by Oakham Farm. No decision was made.</p>	<p>WC/DD</p>
<p>PC/0624/06</p>	<p>Planning Applications received: (a)23/P/1900/FUL – Elm Tree Business Park – Replacement of existing commercial buildings with 2 new buildings – no update. Cllr Mrs Cowlard commented that in May 74 documents were put on the planning portal and that the Highways report falls far short of various considerations such as the Portbury Hundred and the proposed bus lane, there is no report of the fuel pipeline. There are 15 objections logged on the portal. Residents have written to planning. Cllr Mr Lanham commented that the proposed development is far too large in a rural environment. The portal comments that the Parish council needs to respond with queries by the 20th June, and the extended determination deadline is 28th June. Clerk Mrs Drower will try and arrange a site meeting with NSC. Mr Phipps will represent the Parish Council and will review the application and attend the site meeting. (b)24/P/0643/SJA – Unit 1 Bradley Road – prior</p>	<p>DD/SC/MP</p>

	<p>approval of solar panels to roof – approved. (c)23/P/1956/FUH – Bracken Barn, Sheepway – appeal – comments can only be made by the applicant, PPC were informed as information only. (f)Enforcement notices – none.</p>	
PC/0624/07	<p>Maintenance (a)Lengthsman – Cllr Mrs Cowlard commented that the play park fencing has been damaged again, with reports of youngsters kicking it over. Kevin is going to repair. Clerk Mrs Drower commented that the green waste stickers are on their way. The green waste department at NSC are going to try and get our black bin situation sorted out for us (though this isn't their department, they will speak to their colleagues who deal with black bins).</p>	WC/DD
PC/0624/08	<p>Council Administration/Correspondence (a)Footpath diversion – Mr Phipps commented that the footpath by the donkey field has overgrown to the point of being dangerous. Mr Phipps suggested a requesting a diversion from NSC. Mr Phipps offered to speak with the landowner to see if it would be acceptable. Mr Phipps produced some maps to show proposed diversion. PPC will consider and discuss at next meeting. (b)Traffic scheme – update – Cllr Mr Penn commented that he has contacted Mike Bell (NSC). He is going to speak to our Ward councillor to try and get our traffic scoring higher on the scale. Cllr Mr Penn is going to review the situation again. Cllr Mr Campbell commented that we have tried the Head of the Council with no resolve, and that we should now get our Ward Cllr and local MP involved. Cllr Mr Penn commented that Cllr Mr Bell said that NSC are supposed to reply to emails within 10 days. Clerk Mrs Drower will write to Nigel Ashton about the fact that we are not getting responses to our emails. Cllr Mr Campbell commented that we should try and get the residents involved in this. (c)Speedwatch and weight limit – update – No comment. (d)Change PPC meetings to three monthly – Cllrs discussed holding the meetings every three months instead of monthly, but because of the planning deadlines for commenting it was felt it wasn't feasible. However, it was felt that possibly a reduced meeting for two months with a fuller one on the third month. The shorter meetings would not include long standing issues (unless there were some developments). Cllrs agreed for now to carry on monthly, but think about the cycle of two shorter agendas and one fuller agenda. (e)Hillside overgrowth – check liability – Cllr Mrs</p>	<p>MP/DD</p> <p>SP/DD</p> <p>SP</p> <p>WC/DD</p>

	<p>Cowlard commented that the brambles are overgrown now over the path. Kevin has cut it back, but it is growing so quickly that he can't keep up. Cllr Mrs Cowlard commented that the residents are responsible for cutting this back. Cllr Mrs Cowlard will draft a letter to the residents asking them to cut the overgrowth back in the first instance.</p> <p>(f)Bleed kits – A resident has asked PPC to install bleed kits FOC around the Parish and he will maintain them. Cllrs were happy for one to be sited by the allotments and one by the Village Hall.</p> <p>(g)Drainage survey – Cllr Mr Chilcott was unable to report on this and will be carried over to the next meeting.</p> <p>(h)ARM review– Cllrs were disappointed that there was such a low turnout. Cllrs were impressed with then pamphlet that Cllr Mr Chilcott produced and are available to residents in the Village Hall. Clerk Mrs Drower will post the pamphlet on Facebook. Cllr Mr Campbell asked Clerk Mrs Drower to investigate if we can make the next ARM more social.</p> <p>(i)Tiny forests across North Somerset – Cllr Mrs Cowlard commented that we don't own any land, so we are unable to take the free tree offer up.</p> <p>(j)To do list – No update.</p>	<p>SC</p> <p>DD</p>
<p>PC/0624/09</p>	<p>Sheepway – No issues.</p>	
<p>PC/0624/10</p>	<p>Allotments update – No issues.</p>	

Meeting finished at 9.00 p.m.
Portbury Parish Council Adcroft House, 15 Roath Road, Portishead, BS20 6AW

The next meeting is on Tuesday July 9th at 7.30pm in the Village Hall