

# Portbury Parish Council

## MINUTES

Minutes of the meeting held 13th November 2024

**Present:**

**Councillors:** Cllr Mr Campbell Cllr Mr Chilcott

**Chairman:** Cllr Mrs Cowlard

**Clerk:** Minutes taken by Mrs Dawn Drower – Clerk

**Representatives:** Nigel Ashton, Mr Andy Davis and Mr Don Mowbray from Gordano Valley Rugby Club

**Others** 2 members of general public

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Meeting commenced at 7.30pm

No	Item	Action
	Mr Mowbray gave a brief overview of what the club is about, and its plans for the future including an artificial pitch (planning already gained), and solar panels – planning applied for. Mr Davies commented that the club are fully appreciative of the potential parking issues during matches, and work actively to reduce the impact on the village.	
PC/1124/01	<b>Declaration of Interest by Members</b> – No declaration of interest.	
PC/1124/02	<b>Apologies received</b> – Cllr Mr Lanham offered his apologies.	
PC/1124/03	<b>Minutes</b> of PPC’s monthly meeting held on the 10th of September 2024 were presented.  All action points are covered under the agenda.  The minutes were:  Proposed Cllr Mr Chilcott Seconded Cllr Mr Campbell	

	<b>Resolved that:</b> Minutes were agreed by all.	
<b>PC/1124/04</b>	<p><b>Finance</b>  <b>(a) Payments for authorisation</b> – As per schedule presented prior to meeting.  Clerk Mrs Drower commented that all payments were in line with the finance sheets.</p> <p>There are seven payments for authorisation – Clerk September, October administration and expenses, K&amp;E (lengthsman) September, October maintenance and ratifying the August maintenance, BDO LLP audit fees, David James playing field lease, Portbury Village Hall September, October rent</p> <p><b>RESOLVED that:</b> The payments as scheduled in the Finance Report were approved.</p> <p>Proposed Cllr Mrs Cowlard Seconded Cllr Mr Campbell</p> <p>Agreed by all Cllrs.</p>	<b>DD</b>
<b>PC/1124/05</b>	<p><b>Crime and Disorder</b>  <b>(a) Crime Stats</b> – No crime to report  <b>(b) Local crime</b> – No crime to report</p>	<b>WC/DD</b>
<b>PC/1124/06</b>	<p><b>Planning</b>  <b>Applications received:</b>  <b>(a) 23/P/1956/FUH – Bracken Barn, Sheepway</b> – no update to the appeal. Cllr Mr Chilcott commented that the appeal has been rejected since the agenda was prepared.  <b>(b) 24/P/1239/FUL – Racecourse Farm</b> – retrospective planning for change of use of existing agricultural building to light industrial use – no update.  <b>(c) 24/P/1722/FUL – 47 Caswell Hill</b> – Proposed conversion and extension of existing garage/store to create single dwelling with associated car parking - refused.  <b>(d) 24/P/1677/FUH – 35 Caswell Hill</b> – Proposed erection of first floor side extension to front elevation – refused.  <b>(e) 24/P/1582/FUH – 3 Church Lane</b> – Retrospective application for the erection of a single storey rear extension – approved.  <b>(f) 24/P/1563/LDP – Gordano Rugby Football Club</b> – Certificate of lawful development for the proposed installation of solar panels to the rugby club roof - refused.  <b>(g) 24/P/1842/LDP – Gordano Rugby Football Club</b> - Certificate of lawful development for the proposed</p>	<b>DD/SC</b>

	<p>installation of solar panels to the rugby club roof - approved.</p> <p><b>(f)Enforcement notices</b> – Cllrs will ask NSC planning to look at Beech Barn, Sheepway for possible enforcement</p>	
<b>PC/1124/07</b>	<p><b>Maintenance</b></p> <p><b>(a)Lengthsman</b> – Cllr Mrs Cowlard commented that she has asked Kevin to cut the Village Green now until the end of the season.</p>	<b>WC/DD</b>
<b>PC/1124/08</b>	<p><b>Council Administration/Correspondence</b></p> <p><b>(a)Market Garden field/Newcombe Estates</b> – no further update. Cllrs Mrs Cowlard will talk with Mike Phipps to see where we are with this, and whether we need to do anything at present.</p> <p><b>(b)Christmas tree</b> – Cllr Mrs Cowlard is going to go the Sheepway trees to order our tree for the Green and will take the ground fitting with her to ask Sheepway Trees if they can help to fit the tree to the base for us. Cllr Mr Chilcott is going to source some new heavy duty battery lights as ours are not working now. Cllr Mrs Cowlard asked for volunteers to help erect it safely.</p> <p><b>(c)NSC email re budget cuts</b> – NSC have emailed Parish councils about budget cuts to services and passing on the cost and responsibility of providing those services to the Parish council. Cllr Mrs Cowlard commented that NSC did not invite Parish Councils to the budget cut meeting so they could hear our views. Also it is not clear which services would fall to the Parish Council, so we cant really agree to something which hasn't been identified. Cllr Mr Chilcott commented that NSC provide very little in the way of services to Portbury. Clerk Mrs Drower commented that we do not carry the insurance cover for such activities.</p> <p><b>(d)New councillors – update</b> – Clerk Mrs Drower commented that the two Sheepway residents who expressed an interest in becoming councillors, have not contacted us yet. Mr Simon Penn was co-opted onto the Parish council. Proposed Cllr Mrs Cowlard Seconded Cllr Mr Campbell Agreed by all</p> <p><b>(e)Change of office address</b> – not discussed.</p> <p><b>(f)Email from resident re Public Right of Way</b> – not discussed.</p> <p><b>(g)Circulation of minutes – procedure</b> – Cllr Mrs Cowlard requested that if changes to the draft minutes re requested, that the Clerk confirms this has been done before minutes are published.</p> <p><b>(h)Rugby Club – grass waste issue</b> – Cllr Mrs Cowlard commented that the piles of grass cuttings are</p>	<p><b>WC</b></p> <p><b>WC</b></p> <p><b>DD</b></p> <p><b>DD</b></p> <p><b>WC</b></p> <p><b>DD</b></p>

	<p>unacceptable at the playing field, with one large mound obstructing the drainage ditch, the rotting piles are also stinking. Mr Mowbray and Mr Davies agreed to visit the playing field, review the situation and come up with a solution for removal.</p> <p><b>(i) Agree date of precept meeting</b> - Cllrs agreed to hold the annual finance precept meeting at 7.30pm before the monthly council meeting in January in the Village Hall.</p> <p><b>(j) To do list – No update.</b></p>	<b>WC</b>
<b>PC/1124/09</b>	<b>Sheepway</b> – No issues.	
<b>PC/1124/10</b>	<b>Allotments update</b> – No issues.	

**Meeting finished at 9.00p.m.**

**Portbury Parish Council Adcroft House, 15 Roath Road, Portishead, BS20 6AW**

**The next meeting is on Tuesday December 10<sup>th</sup> at 8.00pm in the Village Hall**