

# Portbury Parish Council

## MINUTES

**Minutes of the meeting held 5th November 2019**  
**Village Hall, High Street, Portbury**

**Present:**

**Councillors:** Cllr Mr Cooke Cllr Mr Romanski Cllr Mrs Cowlard  
Cllr Mr Coles Cllr Mr Lanham

**Chairman:** Cllr Phipps

**Clerk:** Minutes taken by Dawn Drower - Clerk

**Representatives:** Les Summerfield (footpaths and rights of way), Alex Hearn (NSC)

**Others:**

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Meeting commenced at 7.30pm

| <b>No</b>       | <b>Item</b>   | <b>Action</b> |
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| <b>PC/10/01</b> | <b>Declaration of Interest by Members</b> – None declared   |               |
| <b>PC/10/02</b> | <b>Apologies received</b> – None received   |               |
| <b>PC/10/03</b> | <b>Minutes</b> of PPC’s monthly meeting held 3rd September 2019 were presented.<br><br>Proposed Cllr Mr Cooke Seconded Cllr Mrs Cowlard<br><b>Resolved that:</b> Minutes were agreed by all.  | <b>ALL</b>    |
| <b>PC/10/04</b> | <b>Chairman’s report</b><br>Prior to the meeting Cllr Mr Phipps had circulated a report for review to councillors. Cllr Mr Phipps commented on finance, crime and disorder, planning, and council administration. All are covered in the relevant sections. Cllr Mr Phipps wanted to further comment on actions taken on blocked drains in the village. Cllr Phipps commented that we have been active in trying to keep drains unblocked and we are keeping in regular contact | <b>MAP</b>    |

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|                 | <p>with NSC – on My Account, direct to Streets and Open Spaces, and with an officer directly to keep them informed and ask for their swift response to unblock them, particularly the one outside Newlyn in Mill Lane which is pumping water out.</p> <p>The two drains in the pavement on High Street outside of the Village Hall and No 15 are proving difficult to assess ownership.</p>   |                                    |
| <b>PC/10/05</b> | <p><b>Finance</b><br/> <b>(a) Payments for authorisation</b> – As per attached schedule</p> <p><b>RESOLVED that:</b> The payments as scheduled were approved.</p> <p>Clerk Mrs Drower commented that at the end of October we are currently on target for budgeted spend by the end of the year.</p> <p>Clerk Mrs Drower commented that we have now received the second precept payment, so the current account is in credit in the sum of £25494.50. in recent months we have not transferred any surplus to the Reserve account as interest rates were negligible, but they have recently increased and it would be prudent to transfer £10,000 of this to the Reserve to gain the benefit of some interest. All agreed.</p> <p>Clerk Mrs Drower commented that the standing order for the lease needs to be changed and she would do this at the same time as transferring £10000 into the Reserve Account.</p> <p>Clerk Mrs Drower pointed out that in the reserve funds there is a sum of £742 towards the War Memorial repairs and this has come about entirely from donations. Not showing yet is a further £306 which has been received from the social club, taking total donations to over £1000.</p> | <p><b>ALL</b></p> <p><b>DD</b></p> |
| <b>PC/10/06</b> | <p><b>Crime and Disorder</b><br/> <b>(a) Crime Stats</b> -Clerk Mrs Drower commented that the crime stats from our PCSO Hayley Hembury showed no serious crime in the area. Hayley did report on a stolen laptop, but did not give any further details.<br/> <b>(b) Local crime</b> – none reported</p>   | <b>DD</b>                          |
| <b>PC/10/07</b> | <p><b>Planning</b><br/> <b>Applications received:</b><br/> <b>(a) 19/P/2069/CQA Barn at Honor Farm</b> – Cllr Mr Phipps commented that this is a resubmission of a proposal at the Honor Farm to convert an existing barn building to a residence. The current application has sought to address</p>  |                                    |



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|  | <p>Cllr Mr Phipps agreed to include all the points raised in the letter of objection to NSC.</p> <p>Although the motion was carried Cllr Mrs Cowlard was not in favour.</p> <p>Propose Cllr Mr Phipps Seconded Cllr Mr Cooke<br/>5 for 1 against</p> <p><b>(d)19/P/2442/FUH – 27 Caswell Lane</b> – Refurbishment of existing tractor shed – Cllr Phipps commented that the shed for refurbishment is sited into the bank back from the road. Cllr Mr Cooke commented as to whether this was overdevelopment of the site. Clerk Mrs Drower commented that there is an objection already lodged on the planning portal.</p> <p>All cllrs agreed to make no comment.</p> <p><b>(e)Port development update</b> – Cllr Mr Phipps commented that the docks are seeking an opinion as to whether or not an environmental impact assessment is required. Cllr Mr Phipps further commented that this assessment was necessary for several reasons – the first being that this is green belt land. Secondly as this is car parking, extra lighting that will be required, and this will impact on wildlife and residents. In the Docks submission they quote that it is 0.6km from Portishead and 0.8km from Portbury, but fail to mention that it is 0.1km from the nearest resident. Cllr Phipps also commented that under Schedule 4 information the proposed developer is supposed to record the indirect effect of the development. Cllr Mr Phipps would like to see the indirect effect of bringing so many cars into the UK and the environmental impact. Cllr Mr Phipps commented that there are various studies now and reports on the economics of growth and sustainability, and one cannot just assume that it is acceptable for a business to just keep growing and growing.</p> <p>Cllr Mr Phipps commented that also NSC and Nigel Ashton should be involved in this too.</p> <p>All agreed that Cllr Phipps should make an appropriate submission to the application.</p> <p><b>Enforcement</b></p> <p>Paddock Lakes update – 19/P1030/FUL has been submitted for removal of temporary shed and the erection of a permanent barn. Cllr Mr Phipps commented that he has been doing some more research into the site, and because of the tight timescale for responding has already written a letter. With other similar development sites in Portbury being rejected as green belt development, this site is no different. Cllr Mr Phipps has been shown no evidence that the business is actually running. Cllrs all agreed to the objection letter.</p> | <p><b>ALL</b></p> <p><b>MAP</b></p> <p><b>MAP</b></p> |
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| <p><b>PC/10/08</b></p> | <p><b>Maintenance</b></p> <p><b>(a)Lengthsman</b> – Cllr Mr Phipps commented that there is a lot of leaf fall now, particularly Mill Lane and corner of Caswell Lane and Station Road if Kevin could attend. Cllr Mr Romanski enquired if Kevin can cut back any brambles overhanging the pavements. Cllr Mrs Cowlard commented that it was the intention of the Portbury Volunteers working party to attend to this. Cllr Mr Romanski also commented about the drains which had been dug out on Failand Lane, and the debris just piled up on the banks ready to wash back into the drains again. Clerk Mrs Drower commented that when NSC had closed that section of road for repairs, they had also cleared the drains, but leaving the debris where it was is not acceptable. Cllr Mr Romanski commented that further up Failand Lane at least four drains were completely obscured by overgrowth and debris. Cllr Mr Phipps responded that he would talk to his contact at NSC about these too. Cllr Mr Romanski commented that there was a streetlight out by the bus stop at Brittan Place. Cllr Mr Phipps asked Cllr Mr Romanski to let the office know the number of the light so we can report it.</p> <p><b>(b)Mill Close – broken bench</b> – Cllr Mr Phipps commented that the bench is beyond repair. Various replacement options had been circulated to cllrs ahead of the meeting. Cllrs were asked to agree to replacing it and a budget for the replacement. Cllrs agreed a budget including fixings of £400 and the recycled plastic option was the preferred style. Clerk Mrs Drower will procure an appropriate bench.</p> |                  |
| <p><b>PC/10/09</b></p> | <p><b>Council Administration/Correspondence</b></p> <p><b>(a)Task monitor</b> – Cllr Mr Phipps commented that the Task Monitor has now been replaced by an online programme called Wunderlist. Clerk Mrs Drower said she would go through the old task monitor and transfer outstanding items to Wunderlist. Cllr Mr Phipps commented that currently only he and Clerk Mrs Drower can add or amend items.</p> <p><b>(b)Speeding on Mill Lane</b> – letter from resident to Liam Fox - Cllr Mr Phipps commented that the letter had had a positive response and the police had been in attendance with speed traps. Also the resident asked for the current 20mph limit to be extended to the 40mph zone. It is unlikely that any extension to our zone will be approved.</p> <p><b>(c)Portishead NSC – joint spatial plan</b> – Cllr Mr Phipps commented that there has been press reports that the plan has been rejected for various reasons – the Inspector does not believe that enough work has been done on some</p>  | <p><b>DD</b></p> |

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|  | <p>of the sites that would produce a large part of the 104,000 new residences required – the Inspector is not satisfied that enough has been done to avoid building in the green belt – building houses in one area to satisfy another has been questioned – the Inspector questions that enough land and sites is available to produce the 82,500 jobs projected in the Plan and there were representations that the figure of 104,000 new homes is insufficient. However the Inspector is waiting on responses from the 4 authorities involved before commenting further. Mr Hearn expanded on this and explained that the methodology for calculating housing demand had been questioned too. This means that there will have to be a review of the local plan and this would be likely to mean more houses for North Somerset. A new consultation will have to take place which will take about 2 years.</p> <p>Cllr Mr Phipps commented that although no extra houses were currently being proposed in Portbury, any extra houses in surrounding villages/towns would put an unbearable traffic strain on Portbury village and Jct 19.</p> <p><b>(d)Community Emergency Shelter Scheme update</b> – Cllr Mr Phipps commented that both the church and the village hall have responded positively to the use of their premises as emergency shelters. Cllr Mr Phipps will report this back to NSC.</p> <p><b>(e)Pavement survey – update</b> – Cllr Mr Phipps commented the pavement replacement programme he and Cllr Mr Cooke had sent to NSC had not made the 3 year programme, which is disappointing. Cllr Mr Phipps and Cooke will look again at the survey with a longer look ahead to get it accepted into a longer budget programme. However Cllr Mr Phipps commented that the survey had been welcomed by NSC and they had accepted the long term problem.</p> <p><b>(f)Nature Reserve</b> – repositioning of Splash Artwork – Cllr Mr Phipps commented that he was contacted formally by Portishead Town Council to re-position the Splash Artwork which is currently in the middle of a pond in the Nature Reserve. This will probably entail removing the artwork from the Nature Reserve and siting it along the current Art Trail. Cllr Mr Phipps has asked Mr Summerfield to review the suggestion. Cllr Mr Phipps asked cllrs to consider the request and agree or not to the move, and also who should fund it. Cllrs agreed that they were content with the Splash artwork being removed, but could not support the use of Parish funds to facilitate this.</p> <p><b>(g)Parking in Moor Gate</b> – Cllr Mr Phipps commented that a resident had contacted PPC about inconsiderate parking habits at Moor Gate. We have requested a visit from the PSCO. Cllr Mr Cooke has also been out to visit the area to assess the situation and has suggested to the resident to</p> | <p><b>MAP</b></p> <p><b>MAP</b></p> <p><b>MAP/PC</b></p> <p><b>MAP/LS</b></p> <p><b>DD/PC</b></p> |
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|  | <p>working group should set the rent. Cllr Mr Coles commented that the final decision would be with PPC. Cllr Phipps also indicated that the document could be on of our standard policy set, and thus would just need an approval date and no signatures.</p> <p><b>(b)Accounts</b> – Cllr Mr Coles commented that he has received the outstanding accounts from the office and will chase up any monies owing. Cllr Mr Coles commented that there is one vacant plot at the moment.</p> <p>Cllr Mr Coles commented that the tenant of Plot 10 has donated a petrol mower to the allotments and will thank her on behalf of the PPC. Clerk Mrs Drower indicated she could and will now produce an I&amp;E report for the allotments.</p> | <p><b>AC/DD</b></p> |
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**Meeting finished at 9.30p.m.**  
**Portbury Parish Council Adcroft House, 15 Roath Road, Portishead, BS20 6AW**