

Portbury Parish Council

MINUTES

Minutes of the meeting held 2nd July 2019
Village Hall, High Street, Portbury

Present:

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

Chairman: Cllr Phipps

Clerk: Minutes taken by Dawn Drower - Clerk

Representatives:

Others:

Meeting commenced at 7.30pm

No	Item	Action
PC/07/01	Declaration of Interest by Members – None declared	
PC/07/02	Apologies received – Alex Hearne NSC	
PC/07/03	Minutes of PPC’s monthly meeting held 4th June 2019 were presented. Proposed Cllr Mr Cooke Seconded Cllr Mrs Cowlard Resolved that: Minutes were agreed by all.	ALL
PC/07/04	Chairman’s report Prior to the meeting Cllr Mr Phipps had circulated a report for review to councillors. Cllr Mr Phipps commented on planning including enforcements, and council administration. All are covered in the relevant sections.	MAP
PC/07/05	Finance (a) Payments for authorisation – As per attached schedule	

	<p>RESOLVED that: The payments as scheduled were approved.</p> <p>Clerk Mrs Drower commented there were no unexpected costs this month. Clerk Mrs Drower commented that currently expected overspend projected for the end of the year is estimated at £600. However several budget areas will most likely be underspent and thus a balance or near balance is expected by the year end, pending other calls upon funds.</p> <p>(b)Bank account signatories – Clerk Mrs Drower commented that the bank had given out the incorrect forms for adding and removing signatories, and she now had some different ones to complete. Clerk Mrs Drower will make arrangements with Cllr Mr Cooke to come into office to fill new form in.</p>	<p>ALL</p> <p>DD</p>
PC/07/06	<p>Crime and Disorder</p> <p>Cllr Mr Romanski commented that a shed had been broken into in Pill and a bicycle stolen. There was no reported crime in Portbury.</p>	
PC/07/07	<p>Planning</p> <p>(a) Applications received:</p> <p>19/P/0758/FUH – 27 Caswell Lane – Cllr Mr Phipps commented that this has been approved.</p> <p>19/P/0251/FUL – Caswell Cross Cottages – Cllr Mr Phipps commented that this has been refused.</p> <p>19/P/1030/FUL – Paddock Lakes – removal of existing shed and replacement with new storage barn. Cllr Mr Phipps commented that this application follows a long period of enforcement whereby we have been trying to get the site tidied up and stored vehicles removed. Since enforcement began the fishing lakes business seems to have become defunct. The site is locked up and there is no sign of advertising. It is not felt that the erection of a barn can be supported and in the application it is clear that it is for supporting the fishing business, which is defunct. It is feared that the site will simply evolve into a vehicle storage yard, for which there is no planning permission. Cllr Phipps asked councillors if they supported a report to NSC as above.</p> <p>Proposed Cllr Mr Phipps Seconded Cllr Mr Cooke All in favour</p> <p>Enforcement –</p> <p>Oakham Treasures – Cllr Mr Phipps commented the appeal had been dismissed</p>	<p>MAP</p>
PC/07/08	<p>Maintenance</p>	

	<p>(a)Lengthsman – Clerk Mrs Drower commented that Kevin’s invoice was not received in time for the meeting, but had prepared his cheque and would not release until invoice received. Cllr Mr Phipps commented that payment upon presentation of invoice was in Kevin’s letter of appointment. Cllr Mrs Cowlard enquired if Kevin had caught up with sending in the weekly inspection reports. Clerk Mrs Drower confirmed that he had.</p> <p>(b)Tools and working support parties – Clerk Mrs Drower commented that the free tools from NSC were arriving the next day and was happy to store them until suitable storage had been arranged in Portbury. Cllr Mrs Cowlard commented that there was still a lack of volunteers and agreed to try and get more support at the Community Café.</p> <p>Clerk Mrs Drower commented that the personalised yellow tabards would cost approximately £5 each from Amazon, and although free issue yellow tabards were coming from NSC, the cost of printing those would probably be more. Clerk Mrs Drower commented that she thought the medium size could possibly be too small and thought that we should order large as a minimum size. Cllrs agreed to order 6 large and 6 x-large with Portbury Volunteers printed along the back.</p> <p>Cllr Mr Cooke enquired as to where the tools would be kept. Clerk Mrs Drower commented that initially she would store them until a secure place could be agreed upon in Portbury. Alternative future locations were discussed, this will be brought forward to a future meeting once we know the amount of space needed.</p>	<p>DD</p> <p>DD/WC</p> <p>DD/WC</p>
<p>PC/07/09</p>	<p>Council Administration/Correspondence</p> <p>(a)Task monitor – Clerk Mrs Drower commented that Alex Hearne had emailed re the broken fencing at the layby. Cllr Mr Phipps commented that email appeared to be more complicated than needed as it was only the broken fencing that needed repairing. Cllr Mr Cooke enquired as to who owns the land by the layby.</p> <p>(b)Road signs – Cllr Mr Cooke commented that at the top of Portbury Lane B3218 there are two weight limit signs which are set back on the corner and lorries and HGV’s cannot see them when turning in. Cllr Cooke suggested moving the signs with one on each side of the road, so lorries can see the weight limit before they turn into the Lane. Cllr Mr Cooke has spoken to David Bailey about the problem, and they are looking at it.</p> <p>Cllr Mr Cooke further commented that the other problem is when coaches and lorries come off of Jct 19 and then realise they can’t turn right into Portbury. The signage does not seem to give them enough time to change their route.</p>	<p>DD</p> <p>PC/MAP</p>

	<p>NSC say they have 70m warning from the sign already there which should be enough.</p> <p>Cllr Mr Cooke also commented that the speed along Failand Lane is different in each direction, 60mph leaving Portbury and 50mph coming in. Cllr Mr Phipps explained that NSC had neglected to include Portbury Lane in the traffic order for the 50mph limit, but had deliberately omitted a national speed limit sign so as to leave drivers with the assumption that the 50mph limit still applied.</p> <p>Cllr Mrs Cowlard commented that more 20mph repeater signs along Mill/Caswell Lane had been recommended by our speedwatch contact at Avon and Somerset Police.</p> <p>Cllr Mr Phipps commented that we should approach NSC around October time with proposals for all of this including traffic orders for our portion of the budget spend.</p> <p>Cllr Mrs Cowlard commented that lots of signs around Portbury are hidden by overgrowth. Cllr Mr Phipps commented that NSC should be doing this, but maybe we should try and do it ourselves.</p> <p>(c) Black bin update – Cllr Mrs Cowlard commented that the bins are now being emptied. Clerk Mrs Drower will order the gravity locks.</p> <p>(d)Village Gateways – Cllr Mr Cooke commented after having a conversation with Cllr Mr Phipps he now concurs that the gateway can be an important requisite to a 20mph zone. We are not in a zone because there is no definitive start to the village. The gateway would provide this. However because of the relatively high cost of providing a gateway the Parish Council do not wish to spend this at the present moment. Cllr Mr Cooke and Phipps will go and view the proposed site to see if they can come up with some less expensive options similar to Weston in Gordano. A gateway on the verge by Caswell Lane into the village would be of great benefit too.</p> <p>(e)War Memorial update – Cllr Mr Phipps commented that he is trying to arrange a meeting with John Chaplin to discuss the possibility of supplying labour to work on the War Memorial. Cllr Mr Phipps will put Cllr Mr Cooke in touch with John Chaplin in due course.</p> <p>Cllr Mr Phipps commented that the collection tin in The Priory for the War Memorial had a further £60 of donations in it.</p> <p>(f)Permitted development rights – Cllr Mr Phipps commented that current development rights have not changed and that you can still extend your house by a certain size without full planning, just building regs.</p> <p>(g)Grants and funding – Cllr Mr Phipps commented that he had been researching grants and that Portbury seemed to qualify for a grant for the play equipment with The Veolia Trust. However Portbury would need to have at least a 6 year lease on the playing fields, and we currently only have</p>	<p>DD</p> <p>PC/MAP</p> <p>PC/MAP</p> <p>MAP</p>
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	<p>5. Clerk Mrs Drower will approach Newcombe Estates to see if we can lengthen the lease term.</p> <p>Cllr Mr Phipps commented that we need to ascertain our ambition for the toddler play equipment. In a recent questionnaire, residents appeared to be against play equipment on the Village Green. However some Cllrs were in favour of a small area on the Village Green with a couple of items of play equipment.</p> <p>(h)Priory Road repairs - Cllr Mr Cooke has emailed the contractor for an update on the project plan but has not heard back yet. Cllr Mr Cooke has talked with the contractors previously to run over works that need doing, and indeed they have incorporated some more ideas too. Cllr Mr Cooke has also updated Facebook to inform residents.</p> <p>(i)Play equipment maintenance – Cllr Mr Phipps commented that the recent annual inspection suggested areas that need attending to on the play equipment, and that we will follow this up. Cllr Mrs Cowlard will go through the report with Kevin the village lengthsman. Cllr Mr Phipps commented that we need to get strimmer guards for the play equipment posts.</p> <p>(j)Double yellow lines – High St - Cllr Mr Cooke commented that he wished to discuss the possibility of double yellow lines at the end of Mill Lane as motorists have no line of sight. Cyclists come down the hill very fast and cars cannot see them. Cllr Mr Cooke suggested double yellow approximately half way along the Hight Street. Cllr Phipps commented that an important consideration is that the elderly and young have to cross the road there. However in principle Cllr Mr Phipps was not in agreement with more yellow lines. Cllr Mrs Cowlard suggested introducing a parking time limit as many of the vehicles were parked there all day. Cllr Mr Phipps commented that another hazardous parking place is by the school in Church Lane. Cllr Mr Cooke will look at the powers of the Parish Council with regards to parking. Cllr Mr Coles commented that the speed of cyclist presents a real hazard and felt we should do what we can to prevent accidents. Cllr Mr Phipps will look at the risk analysis for the bus changes as children now have to cross the High Street. This risk assessment will be a good reference point in discussing alternatives with NSC.</p> <p>(k)Complaints procedure – review and agreement. Cllr Mr Phipps commented that he has now published the updated version as agreed at last month’s meeting on the website.</p> <p>(l)Councillors Code of Conduct – Cllr Phipps commented that this has been published on the website as per (k) above.</p> <p>(m)VE Day Celebrations – Cllr Mrs Cowlard commented that we could organise a village event for the celebrations.</p>	<p>DD</p> <p>PC</p> <p>WC/DD</p> <p>PC/MAP</p>
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	<p>Cllr Mr Phipps commented that it would be good if the Village Hall encouraged the event. Cllr Mrs Cowlard will speak to Sharon (Village Hall), Anne (Church) and will email the school to ask them to support the event.</p> <p>The preferred date would be May 9th 2020. Cllr Mr Lanham commented that a resident has an old WW1 battery which could be used as part of the celebrations, subject to the appropriate insurance being in place. Cllr Mr Phipps enquired as to whether we should be allocating some funds towards this. Cllr Mr Lanham suggested asking The Priory if they would like to get involved. In principle all Cllrs were in agreement to support the celebration subject to enough volunteers coming forward. Cllr Mr Romanski suggested contacting the Dig for Victory Crew.</p>	ALL
PC/07/10	<p>Sheepway issues – Cllr Mr Lanham commented that the bins by Moorgate and Station Rd by the bridge have not been emptied. Also that the bus shelter by the footbridge has a glass panel which has come out and is propped up behind it. The drain at the entrance to Sheepway off of the Portbury Hundred needs digging out.</p> <p>Cllr Mr Coles commented that the footbridge is in a terrible state. Clerk Mrs Drower to contact NSC to discuss the footbridge.</p>	DD
PC/07/11	<p>Allotments update – Cllr Coles commented that he would like to see the allotment T&C's on the website. Cllr Mr Coles also commented that under the new T&C's if an allotment holder wanted a small shed what was the procedure. Cllr Mr Phipps responded that the request needed to be addressed in writing to the Parish Council.</p>	DD

Meeting finished at 9.30p.m.

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