

Portbury Parish Council

MINUTES

Minutes of the meeting held 8th January 2019
Village Hall, High Street, Portbury

Present:

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

Chairman: Cllr Phipps

Clerk: Minutes taken by Dawn Drower - Clerk

Representatives: Les Summerfield – footpaths (7.40pm)

Others: 1 members of general public

Meeting commenced at 7.30pm

No	Item	Action
PC/01/01	Declaration of Interest by Members – None were declared.	
PC/01/02	Apologies received – Cllr Mr Longstaff, Cllr Mr Coles and Alex Hearn NSC	
PC/01/03	Minutes of PPC’s monthly meeting held 27th November 2018 were presented. Resolved that: Minutes were agreed by all.	ALL
PC/01/04	Chairman’s report Prior to the meeting Cllr Phipps had circulated a report for review to councillors. Cllr Phipps commented planning, website, may elections, and County wide car parking strategy. All are covered in the relevant sections.	MP
PC/01/05	Finance (a)Payments for authorisation – As per attached schedule	ALL

	<p>RESOLVED that: The payments as scheduled were approved.</p> <p>Clerk Mrs Drower commented that although there is still a small projected surplus, the maintenance budget was probably going to run over budget. This was being offset at present by some underspends in other areas – eg the clerk, insurance and contingency budget. Clerk Mrs Drower also commented that there was now some urgency to agree on projects for reserve spend.</p>	DD
PC/01/06	<p>Crime and Disorder</p> <p>(a) Neighbourhood Watch – Clerk Mrs Drower commented that there had been no reported crime stats from PSCO Hayley Hembury, and recent known crimes were not showing up. Whilst PSCO Hayley Hembury had been emailed about this, there was no response yet. Clerk Mrs Drower will contact PSCO Hayley Hembury again about this.</p> <p>Cllr Phipps commented that there were no crime reports in the last month.</p>	DD
PC/01/07	<p>Planning</p> <p>(a) Applications received:</p> <p>18/P/4367/FUH – 5 Hillside – Loft conversion – this has been approved.</p> <p>18/P/44753/ADV – Oakham Farm – one double non-illuminated sign on road at the entrance – this has been refused.</p> <p>18/P/4572/FUL – Shipway Gate Farm – Change of use 4No agricultural buildings to holiday lets – Cllr Phipps commented that this application had not been seen in time for the end of the consultation period and has already been approved. Whilst we would not necessarily have had any objection to the conversion of redundant buildings, we yet again see a questionable justification for use as holiday lets. No business case or demand data was included in the application, which goes against publicised NSC policy. Cllr Phipps will write to Nigel Ashton to discuss this matter.</p> <p>18/P/The Barn – Proposed garage – Cllr Phipps commented that now this has been appealed, there is a reasonable chance of the appeal being successful.</p> <p>18/P/5012/LDE – Elmtree Park – Cert of lawful use – Cllr Phipps commented that having carefully examined this application he believes it merely seeks to formalise the boundary and common areas of the site which are not part of the title of individual home owners. No comment is felt necessary. It is worth noting however that a number of residents have commented already stating that they do not understand the application. Should any resident</p>	<p>MP</p> <p>MP</p>

	<p>approach Councillors individually I think we can reassure them that this application, in itself, poses no threat to residents.</p> <p>(b) Enforcement update – Clerk Mrs Drower commented that the office had received an update on current enforcements in the Parish from NSC. Oakham Farm – no comment Paddock Lakes – site is still under investigation. The Old Dairy – Breach of condition – have been given until the 31st January to comply. Newlyn – Scrap vehicles and shipping container – a deadline has been given to remove the items from land. Caswell Cross Cottage – Compliance date given to comply with planning requirements for agricultural building</p>	
PC/01/08	<p>Maintenance (a) Lengthsman – Cllr Mrs Cowlard commented that lengthsman Kevin Weeks has removed the Christmas tree from the village green. He also has the base for the tree in storage for next year. Cllr Phipps commented that the base could possibly be stored in the village hall. Cllr Mrs Cowlard commented that Kevin’s hours had been reduced back down to 2.5hrs per week, but he has requested a minimum of 4 hrs per week going forward. Cllr Phipps and Clerk Mrs Drower both agreed that this request was not unreasonable with plenty to do around the village and would factor this into the budget for 19/20.</p>	MP/DD
PC/01/09	<p>Council Administration/Correspondence (a) Task monitor – Clerk Mrs Drower commented that Alex Hearne NSC was chasing up the repairs to the fencing in the layby. Cllr Romanski commented that the bus stop by the footbridge looks damaged, Cllr Phipps will go and assess. Cllr Romanski also commented that he would like the crossing on the Portbury 100 made safer with possibly some flashing lights similar to the ones for horse riders crossing further down the Portbury 100. Cllr Mrs Coles also commented that the absence of lighting near the Sheepway bus stops makes people feel wary and unsafe if using the bus after dark. It was agreed that an approach be made to NSC to see how we might request the addition of lighting in a future spending round. (b) Website – Cllr Phipps commented that work to evaluate an alternative website provider has been on going and a potential solution has been found. Some prototype information has been loaded on to a site and this has proven very easy to do. The next step is to finalise more</p>	<p>MP</p> <p>MP/WC</p> <p>ALL</p>

	<p>content and to involve the Clerk in the process of updating the site with agendas, minutes etc.</p> <p>(c) Finance meeting – A date of Thursday 15th January, at Cllr Phipps house for 7.30pm was agreed to agree the precept for next year.</p> <p>(d) Speedwatch update – Cllr Mrs Cowlard reported that a replacement for Gary Lewis had still not been found. Cllr Cowlard also commented that speedwatch is now being overseen by the Gateway Police Centre based in Weston.</p> <p>(e) May elections. Cllr Phipps commented that he does not wish to stand as Chair after the coming May elections. This will allow him more time to finish the Neighbourhood Plan. Cllr Phipps commented that he is willing to carry on with looking at planning applications. Cllr Phipps also commented that there is still a vacancy for a councillor and asked all current councillors to try and recruit another councillor.</p> <p>Clerk Mrs Drower will do the necessary paperwork and adverts for the May elections.</p> <p>(f) Village Gateways – for reserve funds – Cllr Phipps commented that he has done some research and has a list of approved contractors who can supply village gateways.</p> <p>(g) War Memorial update – Cllr Longstaff had previously circulated an estimate for the refurbishment of the war memorial which amounted to c£13000. The architect still has not confirmed his fee but is likely to be in the region of £1700 and asked councillors to consider committing to this fee. Cllr Longstaff commented that this fee will enable the architect to submit the relevant paperwork for the War Memorial Grant, however this does not guarantee the success of the grant. The deadline for the grant is March, and Cllr Longstaff is trying to get the application together to meet this deadline.</p> <p>(h) Car parking strategy throughout North Somerset – Cllr Phipps commented that he has written to NSC about this, NSC will incorporate views received into new policy in due course.</p>	<p>WC</p> <p>DD</p> <p>DL</p> <p>MP</p>
<p>PC/01/10</p>	<p>Sheepway issues – Cllr Lanham commented that he had spoken to Tony Wormsley the tree warden for Abbots Leigh, who said that there is no support from NSC towards training. Cllr Lanham commented that tree wardens monitor the health of local trees. Cllr Phipps enquired whether it was for trees on private and common land. Cllr Lanham and Cllr Cowlard commented that they were prepared to be tree wardens.</p>	<p>KL/WC</p>
<p>PC/01/11</p>	<p>Allotments – no report on this occasion</p>	

--	--	--

Meeting finished at 9.00p.m.

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