

# Portbury Parish Council

## MINUTES

Minutes of the meeting held 2nd June 2020  
via Video Link

**Present:**

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

**Chairman:** Cllr Phipps

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

**Representatives:**

**Others:**

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Meeting commenced at 7.33pm

No	Item	Action
PC/0620/01	<b>Declaration of Interest by Members</b> – Cllr Mr Phipps declared and interest in the Allotments item 11(a), and Cllr Mr Romanski declared an interest in the Maintenance item 8(a). Neither councillor will be able to comment on the respective item.	
PC/0620/02	<b>Apologies received</b> – none	
PC/0620/03	<b>Minutes</b> of PPC's monthly meeting held on the 5 <sup>th</sup> May 2020 were presented.  Proposed Cllr Mrs Cowlard Seconded Cllr Mr Romanski <b>Resolved that:</b> Minutes were agreed by all.	<b>ALL</b>
PC/0620/04	<b>Chairman's report</b> <b>The agenda for this video link meeting had been publicised in advance on Facebook and via the email distribution list in order to give members of the public the chance to write in with any comments and issues.</b> Prior to the meeting Cllr Mr Phipps had circulated a report for review to councillors. Cllr Mr Phipps commented on crime and disorder, planning, maintenance and council administration. All are covered in the relevant sections.	<b>MAP</b>

	<p>Cllr Mr Phipps commented that in addition to items covered in the Chair's report, we have had advice that we still need to continue holding our meetings remotely due to current government guidelines on social distancing. The layby continues to be a problem and we need to discuss future options for it at a future meeting. We are still in touch with NSC concerning the Covid 19 situation, and we are continuing to support vulnerable residents in the Parish.</p>	
<p><b>PC/0620/05</b></p>	<p><b>Finance</b>  <b>(a) Payments for authorisation</b> – As per schedule presented prior to meeting.  <b>RESOLVED that:</b> The payments as scheduled in the Finance Report were approved.  Payments were agreed by all Cllrs.  Clerk Mrs Drower commented that since the last meeting has been able to now present the figures up to date, including the budget – which was missing last month. However the precept requested was based on a rate per household, and therefore the total precept has been divided over normal budget lines, with the increase going to maintenance and clerk services. Clerk Mrs Drower asked Cllrs to approve the budget. .</p> <p>Proposed Cllr Mr Phipps Seconded Cllr Mr Romanski</p> <p>We are currently under spent against budget, mainly due to maintenance, with Kevin off isolating, and residents doing a lot of the tasks for no remuneration.  Cllr Mr Phipps commented that he would like to see the finance figures showing a separate income line for the allotments. Clerk Mrs Drower will accommodate this into the finance figures.  <b>(b) Annual insurance renewal</b> – Clerk Mrs Drower commented that the annual insurance had increased by a modest sum of under £5 to £499.89 and asked Cllrs to approve.</p> <p>Proposed Cllr Mr Phipps Seconded Cllr Mr Cooke</p>	<p><b>ALL</b></p> <p><b>DD</b></p>
<p><b>PC/0620/06</b></p>	<p><b>Crime and Disorder</b>  <b>(a) Crime Stats</b> -Clerk Mrs Drower commented that there were no crime stats to report.  <b>(b) Local crime</b> – Clerk Mrs Drower commented that no local crime had been reported. Cllr Mr Phipps has however seen a post on Facebook warning residents a about loft insulation scam circulating.</p>	<p><b>DD</b></p> <p><b>DD</b></p>
<p><b>PC/0620/07</b></p>	<p><b>Planning</b>  <b>Applications received:</b></p>	

	<p><b>(a)20/P/0688/FUH</b> – 2c Priory Rd- Addition of single storey side extension – no update. Cllr Mr Phipps has spoken to the applicant and advised them to apply for a certificate of lawful use for operating a business from home in line with the comments made in the Chairman’s report.</p> <p><b>(b)20/P/0583/FUL</b> – Land at Oakham Farm – Installation of ground source heating system – no update.</p> <p><b>(c)20/P/0547/FUH</b> – 17 Caswell Lane – First floor extension over existing lean to and demolition of attached timber shed and erection of single storey rear and side extension – no update</p> <p><b>(d)Planning appeal – Paddock Lakes</b> – Cllr Mr Phipps commented that the owner has submitted the appeal himself and not through a legal representative. The appeal states that the Parish Council has not worked with them on the original application, which is incorrect. PPC would have supported a viable fishing lake, but not the storage of various large vehicles and a larger storage barn. The land is not a registered agricultural holding, and therefore has no need for agricultural buildings or storage of large agricultural equipment.</p> <p>Cllr Mr Lanham commented that there was never a deer park there as detailed in the appeal, and the lake has hardly been used for fishing.</p> <p>Cllr Mr Phipps will draft a reply to the appeal.</p> <p><b>Enforcement:</b> No updates</p>	<p><b>MAP</b></p>
<p><b>PC/0620/08</b></p>	<p><b>Maintenance</b></p> <p><b>(a)Lengthsman</b> – Maintenance issues and dog poo bins – Clerk Mrs Drower commented that now that people are out exercising with their dogs more frequently , should we consider re-opening the dog poo bins, and if so how can we get them emptied in Kevin’s absence? After a brief discussion, Cllrs agreed to still keep the bins sealed for the time being. Cllr Mrs Cowlard commented that the public waste bins around the village are often overflowing. Clerk Mrs Drower will contact NSC to discuss.</p> <p><b>(b)Maintenance of NSC grass areas – High St</b> – Cllr Mr Phipps commented that the houses along the High St with grass verges outside are currently maintained by a resident but should really be looked after by NSC. The resident would really like to stop doing this. Clerk Mrs Drower will contact NSC to get this cut back onto their maintenance list.</p> <p><b>(c)Strimmer repair v new one</b> – Cllr Mr Romanski commented that he has obtained a quote for repair of our PPC strimmer for £150 + VAT though the engineer suggested that it wasn’t really worth repairing, and a new strimmer with a changeable brush cutter head would be in the region of £350 - £400 incl VAT. Cllr Mr Phipps</p>	<p><b>DD</b></p> <p><b>DD</b></p> <p><b>DD/TR</b></p>

	<p>proposed that Clerk Mrs Drower and Cllr Mr Romanski be tasked with buying a new strimmer/brush cutter up to £400.</p> <p>Proposed Cllr Mr Phipps    Seconded Cllr Mr Cooke</p>	
<p><b>PC/0620/09</b></p>	<p><b>Council Administration/Correspondence</b></p> <p><b>(a)</b>M5 and Jct 19 – start of scheduled works. Cllr Mr Cooke commented that he had contacted HE for a schedule of dates and works for the above works due to start shortly and had also heard that they were going to use the ‘donkey field’ as their compound. Cllr Mr Cooke expressed concerns about the traffic management if they use the ‘donkey field’. Cllr Mr Cooke will chase them up if they have not replied within a week.</p> <p><b>(b)Infestation of flies from Avonmouth-</b> Cllr Mr Phipps commented that he has reported to the Environment Agency and Bristol City Council about 2 occasions when there has been a large swarm of flies affecting the houses in the village. On May 27<sup>th</sup> there was another occasion, and this has also been reported. Cllr Mr Phipps commented that he is convinced it happens when the winds are in a NE direction and coming from Avonmouth. The Environment Agency think it from multiple sources, but BCC thinks along the lines that they are coming from Avonmouth. Both are continuing to try and pinpoint the source.</p> <p><b>(c)Annual playground inspection –</b> Clerk Mrs Drower commented that the Annual Inspection is due, and has contacted GB Sports who recommend that although the playground is currently shut, we should still have the inspection, in case someone was to still use it and potentially have an accident and could claim against the council. Cllr Mr Romanski commented that if the report highlighted an issue which needed immediate repair, would we be liable if we taped the item off, and someone still used it? Clerk Mrs Drower advised in this instance we would have to disable the equipment, not just tape it off, until it was repaired.</p> <p>Proposed Cllr Mrs Cowlard    Seconded Cllr Mr Romanski All Cllrs agreed to go ahead and book the inspection.</p> <p><b>(d)National Grid volunteer group –</b> Clerk Mrs Drower commented that the National Grid have a volunteer group who would be willing to come to Portbury and do some maintenance/repair work around the village, including providing wood for the repairs if necessary. The layby and allotment fencing would be suitable tasks. Cllr Mrs Cowlard commented that the fencing from the village hall up to Church Lane is in need of urgent of repair, however this is the responsibility of Newcombe Estates. Cllr Mr Phipps will contact Chris and David James about this, advising the we are going to do some strimming and clearing, and the fence is in danger of collapsing.</p>	<p><b>PC</b></p> <p><b>MAP</b></p> <p><b>DD</b></p> <p><b>DD</b></p> <p><b>MAP</b></p>

	<p><b>(e)ROW survey – response</b> – Cllr Mr Phipps commented that Mr Summerfield has suggested that we highlight the public footpath that goes around the Gordano services, which is unsatisfactory. Cllr Mr Phipps will write to NSC and suggest this.</p> <p><b>(f)Residential business use</b> – This was discussed under item PC/0620/07 item (a)</p>	<p><b>MAP</b></p>
<p><b>PC/0620/10</b></p>	<p><b>Sheepway issues</b></p> <p><b>(a)Traffic and pedestrian issues during Nat. Grid pylon works</b> – Cllr Mr Lanham commented that several residents have contacted him about the volume of traffic including cyclists using the Sheepway and whether the Sheepway could be reclassified in any way to access only. Cllr Mr Cooke commented that it would be very expensive to get a TRO and is unlikely to go through. Cllr Mr Lanham suggested advertising on Facebook and in the Newsletter asking people to respect the country road and find alternative routes if possible. Cllr Mr Phipps commented that we will publicise about taking the appropriate care and using an alternative route if possible.</p> <p><b>(b)Weight/speed limit on Sheepway.</b> Cllr Mr Cooke commented that he had been in contact with David Bailey about the National Grid heavy 44t lorries using the bridges along Sheepway which have a weight limit of 16t. Cllr Mr Cooke has spoken to a National Grid contractor who commented that they had built their own bridge, so they weren't using the ones along Sheepway. Cllr Mrs Cowlard commented that she had seen the heavy lorries from National Grid using the Sheepway bridges. Cllr Mr Cooke commented that David Bailey is trying to get appropriate weight limit signs for the two bridges. Cllr Mr Cooke also commented that the buses using Sheepway are over 16t and going over the bridges.</p>	<p><b>KL/MAP</b></p> <p><b>PC</b></p>
<p><b>PC/0620/11</b></p>	<p><b>Allotments update</b></p> <p><b>(a)Additional shed</b> – Clerk Mrs Drower commented that a resident neighbour to the allotments has complained about the extra shed recently donated to the allotment. The neighbour believes that sheds should not be erected at the allotments, however the lease/deeds for the allotments do not mention this. Cllr Mr Coles commented that the second shed has been erected in a discrete corner and shouldn't be visible from any house. Cllr Mr Coles will have a conversation with the resident to discuss their concerns and assure them that any future sheds will be vetted and sited in a tidy manner.</p> <p><b>(b)Rubbish removal</b> – Cllr Mr Coles commented that the cost of the proposed skip will be around £230 and asked</p>	<p><b>TC/DD</b></p>

	Cllrs to agree the cost. The cost of the skip will come out of reserves from the allotments account. All Cllrs agreed.	
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**Meeting finished at 9.50p.m.**  
**Portbury Parish Council Adcroft House, 15 Roath Road, Portishead, BS20 6AW**