

Portbury Parish Council

MINUTES

Minutes of the meeting held 5th May 2020
via Video Link

Present:

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

Chairman: Cllr Phipps

Clerk: Minutes taken by Dawn Drower – Clerk

Apologies – Cllr Cooke

Representatives:

Others:

Meeting commenced at 7.33pm

No	Item	Action
	<p>Standing orders were suspended so the resident in attendance could comment. The applicant for this proposal at 17 Caswell Lane, was asked if she wished to make a statement about the application. She commented that a written statement had already been submitted, appended to the minutes, and emphasised a number of key points in support of this. She wished to record that the property is a non-scheduled heritage asset and yet the statement made by the NSC Archaeologist was heavy handed and more appropriate to a listed building. She pointed out how all the work they had done on the building was to restore the house as much as possible. For example, windows had been replaced in timber rather than PVC. Original pictures of the house show the timber beams to be natural and not painted as was the case in more recent years. This paint had created rot of the timbers and is being progressively renewed. The materials chosen for the extension scheme have been selected very carefully so as not to detract from the original building and not to create a “pastiche” which would be inappropriate architecturally. As owners of the property she had not been informed of the fact that the building had been classified as a non-scheduled heritage asset, and as such this brought into question the validity of the Archaeologist’s report.</p>	

PC/0520/01	Declaration of Interest by Members – None declared	
PC/0520/02	Apologies received – Cllr Mr Cooke	
PC/0520/03	<p>Minutes of PPC's monthly meeting held on the 7th April 2020 were presented.</p> <p>Proposed Cllr Mr Lanham Seconded Cllr Mr Romanski Resolved that: Minutes were agreed by all.</p>	ALL
PC/0520/04	<p>Chairman's report 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. Mrs Sweeting had forwarded a statement to the Clerk in advance, this will be appended to the minutes. No other comments or questions had been received by the Clerk. Prior to the meeting Cllr Mr Phipps had circulated a report for review to councillors. Cllr Mr Phipps commented on planning, and council administration. All are covered in the relevant sections.</p>	MAP
PC/0520/05	<p>Finance (a) Payments for authorisation – As per schedule presented prior to meeting. RESOLVED that: The payments as scheduled in the Finance Report were approved. Clerk Mrs Drower commented that due to difficulties working from home, a full set of finance sheets were not available, as the current budget breakdown figures were in the office. Clerk Mrs Drower commented that there was very little expenditure in April, the clerk fee was a standard month, and although there had been some overtime, again due to difficulties working from home and , the extra hours for April had not been charged. Somerset Logs who removed the dangerous tree in Priory Road, reduced their quote from £400 to £350, and the payment to the lengthsman of £50 per week whilst he was self-isolating for the month of April came to £250. Clerk Mrs Drower further commented that the first half of the precept has been received. Cllr Mr Coles enquired what period the water bill received covered? Clerk Mrs Drower commented that the billing period was 6 months. Clerk Mrs Drower commented that a miscalculation of the final costs for the year ending 31st March 2020 had been made. At April's meeting it was reported that an underspend of £1566 against budget was the year end</p>	ALL DD

	<p>result, however an invoice from the lengthsman for £975 was missing from the figures and so the actual underspend was £591.</p> <p>(b)Clerk Mrs Drower commented that the annual audit dates were now available, Due to the Covid 19 the submission dates are now postponed to November. The papers are now ready for completion. The audit this year will be more complicated as we are now over the £25000 threshold for smaller councils.</p>	DD
PC/0520/06	<p>Crime and Disorder</p> <p>(a)Crime Stats -Clerk Mrs Drower commented that there were no crime stats to report.</p> <p>(b)Local crime – Clerk Mrs Drower commented that no local crime had been reported. Cllr Mr Phipps commented though local crime was quiet, Covid 19 scams still circulate.</p>	DD DD
PC/0520/07	<p>Planning</p> <p>Applications received:</p> <p>(a)20/P/0579/FUH – 25 Caswell Lane, erection of garage, stores and office following demolition of existing garage and stables – granted.</p> <p>(b)20/P/0688/FUH – 2c Priory Rd- Addition of single storey side extension. The revised application to extend 2c Priory road was discussed and it was noted that the applicant had responded positively to the comments made by PPC to the earlier proposal. The design is now for an extension that is joined to the main house, along the same gable line, and is now very much in keeping with the style of Priory Road. The applicant was commended on making this change. Unfortunately, the proposal still results in the loss of the garage as a space to park a car. It was also noted that the internal NSC Highways report points out that it would be desirable to have 3 off-street parking spaces, whereas now there are only 2. Cllr Mr Phipps had spoken to the applicant about the revised scheme and he suggested that a 3rd parking space could be created at the front of the house. Some Councillors thought that this would not be a good option as some green area would therefore be lost. It was therefore concluded that the response from PPC would be supportive of the revised scheme, but that we also supported the Highways report.</p> <p>As to the use of the proposed new building area, Councillors had no reasonable objection to its occasional use for bereavement counselling. Councillors did however require that NSC are made fully aware of the intended use, including a review of change of use.</p> <p>(c)20/P/0583/FUL – Land at Oakham Farm – Installation of ground source heating system. Cllr Phipps commented that the application was protecting the environment and</p>	MAP

	<p>therefore we should support it. Cllr Romanski enquired whether everything ran underground. Cllr Phipps commented that apart from the pump room, everything was.</p> <p>All Cllrs were in support of this and agreed to make no comment to NSC.</p> <p>(d)20/P/0547/FUH – 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 – Councillors had received the Chairman’s report on the proposal for 17 Caswell Lane and this had also pointed out that the language used in the Archaeologist’s report was more appropriate to a listed building, and not even a scheduled heritage asset. Councillor Phipps also pointed out that the classification of the property had not, to his knowledge, been communicated to PPC.</p> <p>Councillors agreed that the proposed design for both the side, rear and 2nd storey extensions were well conceived and that no comment was deemed necessary on the scheme. The planning case officer would be made aware of the specific minute of this meeting.</p> <p>(e)Proposed extension to Sineat UK plasterboard factory, Avonmouth – Cllr Phipps commented that we were informed about this some time ago. Cllr Mrs Cowlard enquired if we would be able to see it from Portbury. Cllr Mr Phipps commented that he didn’t think we would be able to. The application has not been received yet, just the letter informing us of the intention. Cllr Mr Romanski enquired if there would be any chimneys or light pollution. Cllr Mr Phipps commented that we will pose the question to them</p> <p>Enforcement: No updates</p>	<p>MAP</p> <p>MAP</p>
<p>PC/0520/08</p>	<p>Maintenance</p> <p>(a)Lengthsman – During Kevin’s absence a resident has been cutting the green and doing a really good job. The resident volunteers have also been busy litter picking and doing maintenance around the village.</p> <p>Cllr Mr Phipps commented that all the litter that was collected around Mill Lane has now been collected.</p> <p>Cllr Romanski commented that the fence post at the end of Station Road is broken. This post supports the fence that stops access to the M5 motorway. Clerk Mrs Drower will follow up with Skanska.</p>	<p>DD/WC</p>
<p>PC/0520/09</p>	<p>Council Administration/Correspondence</p> <p>(a)CV19 Supplementary SO’s – temporary addendum to standing orders. Cllr Mr Phipps commented that the addendum details how video link meetings should take place including attendance by residents. The addendum</p>	

	<p>had been circulated previously to the meeting to Cllrs. All Cllrs agreed.</p> <p>(b)Infestation of flies from Avonmouth- Cllr Mr Phipps commented that residents have been concerned about the fly infestation which was particularly bad in April. Cllr Phipps commented that he has done some research, and tis suggested that the waste tip in Avonmouth was the source. On the 2 days in April when it was at its worst the wind direction was towards Portbury from Avonmouth. Cllr Mr Phipps has been in correspondence with Bristol City Council who are investigating. They have responded saying they are investigating.</p> <p>(c)Annual Parish meeting – rescheduled date options – Cllr Mr Phipps commented that things still aren’t clear enough to set a firm date for the rescheduled Annual Residents’ Meeting. The AGM originally scheduled for tonight has been postponed and all Cllrs agreed to reschedule for next Tuesday (12th) at 7.30p.m. via video link.</p> <p>(d)Mill Lane temporary closure – action plan – Cllr Mr Phipps commented that there is a planned closure of Mill Lane between Portbury and Old Failand Lane and suggested using the opportunity to ask NSC to collect the fly tipping. Cllrs will organise the fly tipping into one spot so we can inform NSC.</p> <p>(e)NSC response to village maintenance – collection of rubbish – covered under (d) above.</p> <p>(f)Parking restrictions review – discussion of options and priorities – Cllr Mr Phipps has written to the school and the church asking for their views on the parking proposed parking restrictions in Church Lane. The two current places identified are the passing place in Caswell Lane and Church Lane.</p> <p>(g)Requests for donation – response – Clerk Mrs Drower asked Cllrs for their thoughts on responses to requests from charities. Cllr Mr Phipps commented that as a Parish Council we are unable to donate public money. Clerk Mrs Drower will draft a response identifying this to the charity.</p> <p>(h)National Grid – construction traffic through Portbury to Caswell Hill - Cllr Mr Phipps commented that National Grid have concluded that Caswell Hill was not a suitable route for heavy traffic and have rerouted the traffic from Jct 19 through Portbury village to Caswell Lane to commence work on the bell mouths. There has been increased heavy traffic starting, though they have downgraded the size of vehicles where possible. We have alerted them to the potential difficulties of on street parking and the right hand turn at the end of the High Street. Clerk Mrs Drower commented that NG have indicated that the busiest day with up to 30 vehicles is likely to be the 18th May. Clerk Mrs Drower will check with NG. Residents will be alerted once date has been confirmed.</p>	<p>MAP</p> <p>MAP</p> <p>DD</p> <p>DD</p>
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	<p>Clerk Mrs Drower will also check what grants may be available to us now we are being directly affected by the traffic.</p> <p>Clerk Mrs Drower commented that NG would repair any damage they may cause.</p>	
PC/0520/10	Sheepway issues – no issues.	KL
PC/05 20/11	<p>Allotments update – Cllr Mr Coles commented that he had circulated protocol notices to be approved by the council in relation to the upkeep of allotments by ploholders. Cllrs agreed the proposed notices.</p> <p>Cllr Mr Coles asked for approval for a skip. All Cllrs agreed in principal subject to cost.</p> <p>Cllr Mr Coles commented that the allotment fence is in need of repair.</p>	TC/DD

Meeting finished at 8.40p.m.

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