

Portbury Parish Council

MINUTES

Minutes of the meeting held 7th January 2020

Village Hall, High Street, Portbury

Present:

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

Chairman: Cllr Phipps

Clerk: Minutes taken by Dawn Drower - Clerk

Representatives:

Others:

Meeting commenced at 7.40pm

No	Item	Action
PC/0120/01	Declaration of Interest by Members – None declared	
PC/0120/02	Apologies received – Cllr Mr Lanham, Mr Summerfield	
PC/0120/03	Minutes of PPC's monthly meeting held on the 3rd December 2019 were presented. Proposed Cllr Mr Cooke Seconded Cllr Mrs Cowlard Resolved that: Minutes were agreed by all.	ALL
PC/0120/04	Chairman's report 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.	MAP
PC/0120/05	Finance (a) Payments for authorisation – As per schedule presented prior to meeting.	ALL

	<p>RESOLVED that: The payments as scheduled in the Finance Report were approved.</p> <p>Clerk Mrs Drower commented that at the end of December we are currently still on target for breakeven or even a small saving over budgeted spend by the end of the year. There had been no unscheduled costs in the last month. Cllr Mr Phipps commented in the Chair's Report that the budget meeting held also on 7th January will conclude whether the annual precept should be amended this coming year. Our surplus is slowly growing and we must consider what projects we can fund through the next 2 to 3 years.</p>	DD
PC/0120/06	<p>Crime and Disorder</p> <p>(a)Crime Stats -Clerk Mrs Drower commented that there were no crime stats for December. Cllr Mr Phipps commented that he had not heard any reports of crime.</p> <p>(b)Local crime – Cllr Mr Romanski commented that there had been a stabbing in Pill.</p> <p>Cllr Mrs Cowlard commented that Nat West bank were offering to advice people on a one to one basis on how to avoid financial scams. Cllrs commented that inviting Nat West to the Community Café to talk to residents would be a possibility. Cllr Phipps commented that we could also mention this in the next newsletter.</p>	DD WC/MAP
PC/0120/07	<p>Planning</p> <p>Applications received:</p> <p>(a)19/P/2207/FUL -2c Priory Road – replacement building/annexe to form new accommodation. Cllr Mr Phipps commented there was nothing new to comment upon at present.</p> <p>(b)19/P/2442/FUH – 27 Caswell Lane – Drainage issues – Cllr Mr Phipps commented that resident who lives at 49 Caswell Lane had contacted him about the issues with the drainage and septic tank issues with their neighbours. Cllr Mr Phipps responded by saying that we are not in a position and have no expertise to help with the issues. The resident has now contacted Nigel Ashton and we await any further information.</p> <p>Enforcement</p> <p>Paddock Lakes update – no further movement has been reported. Cllr Mr Phipps commented that the bollards which have been erected in the gateway have been reported to NSC as they are causing obstruction and difficulties for the buses. Also, the landowner does not have ownership of this access in front of his gates.</p>	MAP

<p>PC/0120/08</p>	<p>Maintenance</p> <p>(a)Lengthsman – Clerk Mrs Drower commented that Kevin had missed the agreed date for submitting his invoice for payment.</p> <p>Cllr Mrs Cowlard commented that the gate and fencing at the end of Station Road which protects us from the M5 motorway is damaged and the gate is wide open. Cllr Mr Phipps commented that there was evidence of possibly vandalism and graffiti behind the fence. Clerk Mrs Drower will report to Highways England as a matter of urgency. Cllr Mrs Cowlard has not yet met with Kevin to discuss the extra jobs around the village including cutting back footpaths etc.</p> <p>Cllr Mrs Cowlard has the Christmas tree base at her house but would like to store it at the village hall, where the decorations are currently stored.</p> <p>Cllr Mrs Cowlard commented that Kevin had collected 4 bags of rubbish at the layby by the hedge and bin, but now the whole area is covered in rubbish again. Kevin has asked if we can put up a ‘No Littering’ sign there. Cllr Mrs Cowlard will put a note on Facebook for volunteers to do another litter pick at the layby.</p> <p>Cllr Mr Romanski commented that the bus stop on the A369 opposite where we put the Port Authority donated bin, also needs a bin. Cllrs considered this and agreed to purchase a bin for this location, costings to be provided at a later meeting.</p> <p>(b)Contractor for hedge cutting – Cllr Mr Phipps commented that there is no update as Cllr Mr Lanham is not here, though he knows that there have been discussions and quotes with a contractor.</p>	<p>DD</p> <p>WC</p> <p>DD</p> <p>KL</p>
<p>PC/0120/09</p>	<p>Council Administration/Correspondence</p> <p>(a)Task monitor – Clerk Mrs Drower commented that the online app “Wunderlist” has now been taken over by Microsoft Office and will be unavailable after May 2020. The new product will be the Microsoft Office List. Cllr Mr Phipps and Clerk Mrs Drower will deal with the migrating from Wunderlist to Microsoft Office List.</p> <p>Cllr Phipps commented that it is likely that we will at some point have to pay a subscription, though no costs are available yet.</p> <p>(b)VE Day Celebrations - update – Cllr Mr Phipps commented that he will find out what the church and the village hall are planning. We know that the Priory is closed. Cllr Mr Phipps asked cllrs what if anything we are going to do. Cllrs thought it was a good idea to join forces with the hall and church if they are going to.</p> <p>(c)Shipway Farm – EIA scoping opinion - update – Cllr Mr Phipps commented that he is due to meet with John Chaplain. No application has yet been made for planning permission.</p>	<p>DD/MAP</p> <p>ALL</p> <p>MAP</p>

<p>(d)M5 barrier – feedback on play area – Cllr Mr Phipps commented that he has written to Highways about the safety issues there and they have responded that they are aware of it and it is in their programme.</p>	<p>MAP</p>
<p>(e)New bridleway near Lower Caswell House – Cllr Mr Phipps commented that a permanent bridleway at the end of Gypsy Lane has been applied for and asked Cllrs if they had any objections. The application is on the basis that the path has been used as a bridleway for over 10 years. There were no objections from Cllrs.</p>	<p>ALL</p>
<p>(f)Banners on the footbridge – Cllr Mr Cooke commented that there have been various large banners hung from the footbridge over the Portbury 100. There is some confusion over whether private banners advertising local events were acceptable, but not commercial ones. Cllr Mr Cooke commented that from a safety point of view the source of the banner was irrelevant. We could if necessary enact a local bylaw under Section S137 of the Local Government Act to stop banners being displayed – this Act needs to be further investigated to see if indeed it is the correct one . After discussion cllrs decided to place some notices on either end of the footbridge stating ‘no banners or advertising’ as this would might contravene government regulations on advertising in public spaces. We will also respond to a mail received from a resident to explain the background to the current regulations.</p>	<p>MAP</p>
<p>(g)Play equipment – working party, location and costings – Cllr Mr Phipps commented that a resident is currently helping research grants available. The current budget for the play equipment is c£21,000. Cllr Mr Phipps asked Cllrs if they would consider matched funding or some funding which may help obtain some grants. Cllrs also wished to contact the church and village hall to see if they were willing to donate towards the play equipment.</p> <p>Cllrs agreed to ring fence £1000 out of reserves.</p> <p>Proposed Cllr Mr Phipps Seconded Cllr Mr Cooke All agreed</p>	<p>WC/MAP</p>
<p>(h)Noticeboards – alternative use– Cllr Mr Phipps suggested a vinyl insert for the one on the village green with local information/heritage/walks. Cllr Mr Phipps commented that the insert would cost around £200. Cllr Mr Phipps will bring firmer costings and ideas to the next meeting.</p> <p>Cllr Mr Phipps proposed Cllr Mrs Cowlard seconded.</p> <p>All agreed</p>	<p>MAP</p>
<p>Cllr Mr Coles commented that he would like to use the one from Sheepway at the allotment. This was agreed.</p>	<p>DD</p>

	<p>(i) Extra dog bin in the vicinity of the Village Hall – Cllr Mr Coles commented that someone is leaving dog poo bags by the Village Hall and there is clearly a need for one. Cllrs agreed to site another bin by the gate in the Car Park. Costs to be investigated.</p> <p>Proposed Cllr Mr Coles Seconded Cllr Mr Phipps</p>	
PC/0120/10	Sheepway issues – no issues	
PC/0120/11	Allotments update – no issues	

Meeting finished at 9.20p.m.
Portbury Parish Council Adcroft House, 15 Roath Road, Portishead, BS20 6AW