

# Portbury Parish Council

## MINUTES

Minutes of the meeting held 1st June 2021  
via Video Link

**Present:**

**Councillors:** Cllr Mr Romanski Cllr Mr Lanham  
Cllr Mr Cheek Cllr Mr Phipps

**Chairman:** Cllr Mrs Cowlard

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

**Representatives:**

**Others:** 1 member of general public

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Meeting commenced at 7.30pm

No	Item	Action
PC/0621/01	<b>Declaration of Interest by Members</b> – There were no declarations of interest.	
PC/0621/02	<b>Apologies received</b> – Cllr Mr Coles offered his apologies.	
PC/0621/03	<b>Minutes</b> of PPC's monthly meeting held on the 4th of May 2021 were presented. The minutes were:  Proposed Cllr Mrs Cowlard Seconded Cllr Mr Romanski  <b>Resolved that:</b> Minutes were agreed by all.	<b>ALL</b>
PC/0621/04	<b>Finance</b> <b>(a) Payments for authorisation</b> – As per schedule presented prior to meeting.  Clerk Mrs Drower commented that there was no unexpected spend this month. With just spend on the clerk and maintenance. All spend this month is in line with budget and expectation.	<b>ALL</b>  <b>DD</b>

	<p>Clerk Mrs Drower commented that we need to ratify three cheques which have been sent out mid month, ALCA subscription, BHIB Insurance and Quay Digital who printed out leaflets for the AGM.</p> <p><b>RESOLVED that:</b> The payments as scheduled in the Finance Report were approved.</p> <p>Proposed Cllr Mrs Cowlard Seconded Cllr Mr Phipps</p> <p>Agreed by all Cllrs.</p>	
<b>PC/0621/05</b>	<p><b>Crime and Disorder</b></p> <p><b>(a)Crime Stats</b> -Clerk Mrs Drower commented that no local crime stats had been given to us this month</p> <p><b>(b)Local crime</b> – No local crime has been reported.</p>	<b>WC/DD</b>
<b>PC/0621/06</b>	<p><b>Planning</b></p> <p><b>Applications received:</b></p> <p><b>(a)20/P/1982/OUT – Cole Acre</b> – no update.</p> <p><b>(b)21/P/0474/MOD</b> – Land at Moor Farm – Deed of variation to modify mortgagee exclusions Clause – no update.</p> <p><b>(c)21/P/3074/FUH</b> – Rose Cottage – Demolition of existing garage and replace with new – withdrawn.</p> <p><b>(d)21/P/0495/FUH</b> – Newlyn – Proposed erection of double garage – no update.</p> <p><b>(e)21/P/0766/FUH</b> – Bracken Barn – Two storey extension – no update.</p> <p><b>(f)21/P/1302/AOC and 21/P/1346/AOC</b> – Portbury Priors -Discharge of condition 3 on previous application.</p> <p><b>(g)21/P/1203/FUH</b> – 22 High St – Proposed first floor extension – Cllr Mr Phipps commented that the owners are looking to extend into the roof, and some rear extension. However, the extension into the roof will stand higher than the similar neighbouring properties. Cllr Mr Phipps suggested writing to NSC with only a comment about the height.</p> <p>All Cllrs agreed.</p> <p><b>(h)21/P/1297/LDE</b> – 14 Caswell Lane – Certificate of lawfulness for existing rear extension – Cllr Mr Phipps commented that this appears to be an old extension that never had planning, and the current owner is looking to regularise it.</p> <p>All Cllrs agreed no comment.</p> <p><b>(i)Wharf Villas enforcement</b> – Clerk Mrs Drower commented that a resident had complained about a large steel framed building being erected without planning permission to the rear of Wharf Villas, on a piece of land recently purchase from Persimmon Homes. This land is in the green belt. NSC have been contacted and have visited</p>	<p><b>MAP</b></p> <p><b>DD/KL</b></p>

	<p>site. NSC have instructed owner to remove building and apply for planning in the normal way.</p>	
<p><b>PC/0621/07</b></p>	<p><b>Maintenance</b>  <b>(a)Lengthsman</b> – Cllr Mrs Cowlard commented that she has spoken to Kevin confirming an increase in his hourly rate which will also apply to any extra hours he is asked to do. His base weekly hours will remain at 4 hrs. Cllr Mrs Cowlard added that Kevin will be given a weekly checklist as per his contract to confirm the tasks he has completed.</p>	<p><b>WC/DD</b></p>
<p><b>PC/0621/08</b></p>	<p><b>Council Administration/Correspondence</b>  <b>(a)Bristol CAZ</b> – Mr Cooke commented that he has written to BCC and is awaiting a response but will follow it up.  Cllr Mrs Cowlard commented that NSC are also communicating with BCC to comment on the scheme.  Cllr Mrs Cowlard wants to join up with other local parish councils.  Cllr Mr Cheek commented that is Bristol Airport expands then the traffic potentially through Portbury of vehicles from the airport trying to avoid the CAZ could be immense.  <b>(b)Sea Wall defence at Nature Reserve</b> – Cllr Mr Lanham commented that the sea wall defence is likely to breach in the near future.  Cllr Mr Phipps commented that the Sea Wall commissioner should be aware and overseeing this.  Mr Summerfield is the PPC point of contact, and Cllr Mr Lanham will contact him to see what is being done about the potential breach into the nature reserve.  Cllr Mrs Cowlard commented that we should speak to Nigel Ashton and Portishead TC.  <b>(c)School transport</b> – Cllr Mrs Cowlard commented that several parents are having difficulty with getting their children to school due to the school transport changes. Clerk Mrs Drower commented that NSC will look at families on a case by case basis where transport to school is difficult.  <b>(d)Jct 19 signage - update</b> - Mr Cooke commented that the lights on the northbound slip need adjusting. Also, some of the lorries coming from the docks cut across Jct 19 to the services causing mayhem due to the confusion over the lanes.  Mr Cooke commented that if everyone emails him with comments about issues with the JCT 19 markings and signage, then he will pass them over the Jct 19 PM.  <b>(e)ARM - update</b> – Cllr Phipps congratulated Cllr Mrs Cowlard on a well run meeting. Cllr Mrs Cowlard commented that she had had several comments from residents saying how they enjoyed the meeting.</p>	<p><b>PC</b></p> <p><b>DD</b></p> <p><b>DD/KL</b></p> <p><b>DD/TC</b></p> <p><b>PC</b></p>

	<p>Clerk Mrs Drower commented that we had a good turnout with 41 attendees.</p> <p><b>(f)</b>Village fete – Cllr Mrs Cowlard commented that she thought it might be a good thing for the village to have a fete on the Village Green if lockdown restrictions are removed. All Cllrs agreed and suggested the first weekend in September. Cllr Mrs Cowlard will post on Facebook to see if there is any interest from residents.</p> <p><b>(g)</b>Parking issues – update – Cllr Mrs Cowlard asked if Cllrs had read Cllr Mr Coles report on the traffic issues in Portbury. Cllr Mr Phipps commented that he would assist Cllr Mr Coles with his approach to NSC.</p> <p>Cllr Mr Cheek commented whether PPC could lease some land for parking during the bluebell season. Cllrs thought this would be too difficult to manage.</p>	<p><b>WC</b></p> <p><b>TC/MAP</b></p>
<b>PC/0621/09</b>	<b>Sheepway issues</b> – no issues	
<b>PC/0621/10</b>	<b>Allotments update</b> – no issues	

**Meeting finished at 9.10 p.m.**

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