

# Portbury Parish Council

## MINUTES

Minutes of the meeting held 2nd March 2021  
via Video Link

**Present:**

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

**Chairman:** Cllr Mrs Cowlard

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

**Representatives:** Mr Nigel Ashton NSC

**Others:**

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Meeting commenced at 7.30pm

No	Item	Action
PC/0321/01	<b>Declaration of Interest by Members</b> – There were no declarations of interest.	
PC/0321/02	<b>Apologies received</b> – no apologies	
PC/0321/03	<b>Minutes</b> of PPC's monthly meeting held on the 2nd February 2021 were presented. Cllr Mrs Cowlard commented that she would now go through the points from the last meeting before signing off the minutes.  Cllr Mr Cooke commented that he spoken to David Bailey about the road warning signs for horses, and David has passed them to an engineer for a price.  The minutes were:  Proposed Cllr Mr Lanham Seconded Cllr Mr Phipps  <b>Resolved that:</b> Minutes were agreed by all.	<b>ALL</b>  <b>PC</b>
PC/0321/04	<b>Finance</b> <b>(a) Payments for authorisation</b> – As per schedule presented prior to meeting.	<b>ALL</b>

	<p><b>RESOLVED that:</b> The payments as scheduled in the Finance Report were approved.</p> <p>Clerk Mrs Drower commented that the only expenditure in the finance report is for maintenance, the clerk and zoom subscription – annual subscription.</p> <p>Clerk Mrs Drower asked Cllrs to formally vote on the £5000 to be ringfenced out of free reserves for work on the Local Plan.</p> <p>Ring fence £5000 for Local Plan: Proposed Cllr Mr Romanski    Seconded Cllr Mrs Cowlard</p> <p>Agreed by all Cllrs.</p> <p>Finance figures: Proposed Cllr Mrs Cowlard    Seconded Cllr Mr Phipps</p> <p>Agreed by all Cllrs</p>	<b>DD</b>
<b>PC/0321/05</b>	<p><b>Crime and Disorder</b></p> <p><b>(a)Crime Stats</b> -Clerk Mrs Drower commented that there were no local crime stats this month.</p> <p><b>(b)Local crime</b> – Cllr Mrs Romanski commented that along the cycle path linking Portbury and Pill there have been reports of a single male intimidating women. Clerk Mrs Drower commented that similar incidents at the Portishead Lake Grounds have been reported.</p>	<b>WC/DD</b>
<b>PC/0321/06</b>	<p><b>Planning</b></p> <p><b>Applications received:</b></p> <p><b>(a)<a href="#">20/P/1982/OUT</a> – Cole Acre</b> – no update.</p> <p><b>(b)<a href="#">20/P/3048/FUH</a></b> – Bracken Barn, Sheepway – Two storey extension and double garage – withdrawn by applicant.</p> <p><b>(c)<a href="#">21/P/0035/LDE</a></b> – Elm Tree Park – Certificate of lawful development – no update.</p> <p>Mr Nigel Ashton NSC commented that residents’ comments have been passed onto the relevant enforcement officer.</p> <p>Cllr Mr Phipps commented that he had written a letter to the NSC portal as agreed last meeting.</p>	<b>MAP</b>  <b>NA</b>
<b>PC/0321/07</b>	<p><b>Maintenance</b></p> <p><b>(a)Lengthsman</b> – Cllr Mrs Cowlard commented that Kevin has strimmed the bank by the new play area. Kevin has also trimmed some of the roadside hedges in the village.</p>	<b>WC/DD</b>
<b>PC/0321/08</b>	<b>Council Administration/Correspondence</b>	

	<p><b>(a)Docks directional sign - Jct 19</b> – Cllr Mr Cooke commented that we have been advised that we cannot have a sign with a boat on directing lorries to the docks. This is reserved for ferry ports. There is also no budget for any directional signs.</p> <p><b>(b)Children’s play equipment update</b> – Cllr Mrs Cowlard commented that is all going ahead. The rugby club have moved their posts. The fence is going in, and residents have volunteered to help. Cllr Mrs Cowlard will meet with Rob Larder to discuss the progress and installation plan. Cllr Mr Coles commented that he thought the play park has been placed in the direct line of the rugby posts. Cllr Mr Phipps will follow this up with Rob Larder, and also ask to see the risk assessment.</p> <p>Cllr Mr Phipps also commented that it would be a good idea to get Kevin to clear the ditch out before the play area installation begins. Cllr Mrs Cowlard will ask Kevin to do this.</p> <p><b>(c)Playing field lease update</b> - Cllr Mr Phipps has agreed with Newcombe Estates that the new lease will be an initial two year period, followed by a rolling one year lease. Cllr Mr Phipps commented that whilst researching the local plan, he has discovered a noise map which indicates that the playing field and rugby field are in an extremely high noise zone (above 55 decibels) so the likelihood of getting planning is weakened.</p> <p><b>(d)Local plan update</b> - Cllr Mr Phipps thanked Cllrs who had commented on the draft neighbourhood plan. Cllr Mr Phipps screen shared a map with Cllrs which showed that all proposed development sites in Portbury are in the green belt, and the responses from the questionnaire sent to residents that strongly opposed a green belt review.</p> <p>Cllr Mr Phipps has been given a quote of £500 to review the draft neighbourhood plan.</p> <p>Cllr Mr Cooke commented that many years ago PPC secured a grant of c£1700 towards neighbourhood plan costs. Clerk Mrs Drower commented that there is a ring-fenced amount of approximately £2000 towards neighbourhood plan costs.</p> <p><b>(e)Road warning signs for horse riders</b> – already commented on see PC/0321/03</p> <p><b>(f)Gulley maintenance update</b> – Cllr Mr Phipps commented that we have a date of the 10<sup>th</sup> March for NSC to clear some gullies, but not all the ones reported. Cllr Mr Phipps will follow up on the reported gullies not being cleared.</p> <p>Cllr Mr Lanham is meeting with Roger Fox to inspect the Sheepway gullies.</p> <p><b>(g)Hillside – garden waste</b> – Cllr Mr Romanski commented that someone has been dumping garden rubbish including a Christmas tree on the bank in front of Hillside. Cllr Mrs Cowlard will make some enquiries ahead of a letter being circulated to residents of Hillside.</p>	<p><b>PC</b></p> <p><b>WC/MAP</b></p> <p><b>DD/MAP</b></p> <p><b>MAP</b></p> <p><b>MAP</b></p> <p><b>MAP</b></p> <p><b>WC/DD</b></p>
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	<p><b>(h)Green – flagpole</b> – a resident has approached PPC and offered to fund a flagpole for the Village Green. Cllrs were asked to vote:</p> <p>Proposed Cllr Mrs Cowlard Seconded Cllr Mr Coles</p> <p>1 Cllr voted against 3 Cllr voted for 1 Cllr abstained</p> <p>Motion passed.</p> <p><b>(i)Mill Lane – pavement bollards</b> – Cllr Mr Romanski commented that the that there is a section with no railings and is also too narrow for a buggy. This is really worrying due to the speed cars travel past this point. Cllr Mr Coles commented that although this is a problem, he wasn't sure what the solution could be. Cllr Mr Phipps commented that this is a problem for highways at NSC. Cllr Mr Cooke will contact David bailey.</p> <p><b>(j)Rights of Way Improvement Plan</b> – Cllr Mrs Cowlard has spoken to Mr Les Summerfield about the stiles and gates around the village, and if there is no livestock then there is no requirement for a gate of stile. Also, the gate with the finger trap at the playing field should just be tied permanently open.</p> <p>Clerk Mrs Drower commented that there are grants available towards repairing/replacing stiles and gates. Cllr Mrs Cowlard has sent a list to Clerk Mrs Drower to forward to NSC for inclusion on the ROW potential grant. Cllr Mr Phipps commented that the footpath which crosses Caswell Lane by The Lodge could be put forward for improvement.</p> <p><b>(k)Portishead TC – request to assist litter pick on Portbury Hundred</b> – Cllr Mr Phipps commented that he had not been contacted by Portishead TC but by an individual, but no road closure had been applied for. So PPC will not assist with no road closure.</p>	<p><b>WC</b></p> <p><b>TR/PC</b></p> <p><b>WC/DD</b></p> <p><b>MAP</b></p>
<p><b>PC/0321/09</b></p>	<p><b>Sheepway issues</b> – no issues</p>	
<p><b>PC/0321/10</b></p>	<p><b>Allotments update – Green bin emptying</b> – Cllr Mr Coles commented that the green bin is not being emptied regularly. With the future charge of £50pa for emptying the bin being brought in by NSC, the option of composting the waste is being explored.</p>	<p><b>TC</b></p>

**Meeting finished at 9.30 p.m.**

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