

Portbury Parish Council

MINUTES

Minutes of the meeting held 11th January 2022

Present:

Councillors: Cllr Mr Romanski Cllr Mr Phipps Cllr Mr Cheek
Cllr Mr Mangnall

Chairman: Cllr Mrs Cowlard

Clerk: Minutes taken by Mrs Dawn Drower – Clerk

Representatives:

Others

Meeting commenced at 7.30pm

No	Item	Action
PC/0122/01	Declaration of Interest by Members – There were no declarations of interest. Cllr Mr Mangnall declared an interest in 1 Wharf Villas – item PC/0122/06 – (f)	
PC/0122/02	Apologies received – Apologies were received from Cllrs Mr Lanham and Coles.	
PC/0122/03	Minutes of PPC's monthly meeting held on the 7th of December 2021 were presented. Cllr Mrs Cowlard went over the action points of the last meeting. Clerk Mrs Drower is still to speak with Mr Hardwicke re the Sheepway noticeboard. Cllr Mrs Cowlard commented that PTC have been in contact with a view to meeting. The dates available are 21/25/28 Jan. Cllrs Mr Mangnall and Phipps will confirm which date is suitable. Cllr Mr Cheek commented that the new playing field gate has now been installed. All other action points are covered under the agenda.	ALL

	<p>The minutes were:</p> <p>Proposed Cllr Mrs Cowlard Seconded Cllr Mr Phipps</p> <p>Resolved that: Minutes were agreed by all.</p>	
PC/0122/04	<p>Finance</p> <p>(a) Payments for authorisation – As per schedule presented prior to meeting. Clerk Mrs Drower commented that all payments were in line with the finance sheets, and no exceptional payments this month. Cllr Mr Phipps commented that as there is a surplus in the clerk's fee, he would suggest that the clerk look at any back log of work from minutes and the To Do list and complete any outstanding tasks.</p> <p>RESOLVED that: 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>	ALL
PC/0122/05	<p>Crime and Disorder</p> <p>(a) Crime Stats -Clerk Mrs Drower commented the local crime stats showed no crime in Portbury. (b) Local crime – Cllr Mr Cheek commented that there was a large amount of fly tipping on Failand Lane. Cllr Mr Phipps will report with NSC.</p>	WC/DD MAP
PC/0122/06	<p>Planning</p> <p>Applications received:</p> <p>(a) 21/P/0474/MOD – Land at Moor Farm – Deed of variation to modify mortgagee exclusions Clause – no update. (b) 21/P/3063/FUH – 1 Moor Gate – installation of conservatory at rear of property – Approved. (c) 21/P/3091/FUH – The Thatched Cottage, Sheepway – proposed erection of single storey extension to rear/side of property – Approved. (d) 21/P/3092/LBC – The Thatched Cottage, Sheepway – LBC for erection or rear/side extension – Approved. (e) 21/P/2364/OUT – Cole Acre Kennels - Outline planning for 1 No dwelling – Cllr Mr Phipps commented that although the application was no comment, he suggested commenting that it was in a sustainable location. All Cllrs agreed. (f) 21/P/2534/FUL – 1 Wharf Villas – change of use of land to residential curtilage and erection of car port.</p>	MAP

	<p>Cllr Mr Phipps commented that this is green belt land and no exceptional circumstances have been shown to support removing the land from the green belt. All Cllrs agreed.</p> <p>(g)Enforcement notices – Paddock Lakes, Wharf Villas and Elm Tree Park – no updates on the above.</p>	<p>KL/DD/MAP</p>
<p>PC/0122/07</p>	<p>Maintenance</p> <p>(a)Lengthsman – Clerk Mrs Drower commented that the lengthman’s contract is still to be reviewed by Cllr Mrs Cowlard and the Clerk. A resident has complained about the dangerous state of the pavements between Priory Walk and Portbury Lane. Cllrs have previously prepared a report of the condition of all pavements around the Village and submitted to NSC. But no action has been taken by NSC. Cllr Mr Phipps will update the report and sent to NSC again, and copy Nigel in. Clerk Mrs Drower also report on NSC my account and recommend to the resident to report the problems to NSC too.</p>	<p>WC/DD</p> <p>MAP</p>
<p>PC/0122/08</p>	<p>Council Administration/Correspondence</p> <p>(a) Neighbourhood Plan and site assessment – Cllr Mr Phipps commented that there is no update. This will be discussed at the ARM. Cllr Mr Phipps will put some information on the website, and suggested informing residents in the next newsletter.</p> <p>(b) Neighbourhood Plan and site assessment – Cllr Mr Phipps has no update.</p> <p>(c)Racecourse Farm – possible planning breach - Cllr Mr Phipps commented on a business operating from a cattle barn at Racecourse Barn. The planning is for a barn, not commercial. Cllrs agreed to place this with enforcement.</p> <p>(d)Portbury Sea Wall/Nature Reserve update –Cllr Mr Mangnall commented that the ranger has had her hours cut to one day per week to oversee the maintenance. This will be raised at the meeting with PTC.</p> <p>(e)Grass cutting of Village Green –place Cllr Mrs Cowlard commented that after a resident voluntarily cut the grass on the Green, a complaint was received into the office from a resident about the amount of grass clippings left on the surrounding walkway, making the path slippy. Cllr Mrs Cowlard asked the lengthsman to clear the paths around the Green. There is a procedure in place for cutting the Green which uses a mulching lawnmower which does not leave the clippings behind. Clerk Mrs Drower will write to the resident to explain the procedure.</p> <p>(f)Flag flying on Village Green – Clerk Mrs Drower commented that she had received a further complaint about the number of different flags flying on the Village</p>	<p>MAP</p> <p>MAP</p> <p>MAP</p> <p>JM</p> <p>DD/WC</p>

	<p>Green. However, Cllr Mrs Cowlard had received many more compliments about the flags. Cllrs discussed whether or not there should be a limit to the different flags flying and also when the flags should be flying. Cllrs agreed that the flags flying should be meaningful and represent the community. Cllrs agreed to discuss this at the ARM and also put in the newsletter. Cllr Mr Phipps proposed that it was acceptable to have a flag flying most days of the year.</p> <p>Proposed Cllr Mr Phipps Seconded Cllr Mrs Cowlard</p> <p>4 in favour 1 against</p> <p>Cllr Mr Phipps proposed that each flag flying should be recognisable to an occasion, group, or cause.</p> <p>Proposed Cllr Mr Phipps Seconded Cllr Mrs Cowlard</p> <p>4 in favour 1 against</p> <p>Cllr Mr Phipps proposed that we have a Portbury flag. Research will be carried out to decide the design of the flag.</p> <p>(g)To do list – Clerk Mrs Drower will concentrate on updating the list and actioning any outstanding items.</p> <p>(h)Bluebell Wood parking – Cllr Mrs Cowlard commented that we need to be focusing on the upcoming influx of visitors to Portbury for the bluebells, and the associated parking issues this causes the village. Cllrs suggested cones, particularly along Caswell Lane, Station Rd and Priory Rd, focusing on safety, especially for emergency vehicles.</p> <p>Cllrs agreed to purchase more traffic cones, approx 60. Clerk Mrs Drower enquired as to where our 30 cones were previously purchased.</p> <p>(i)Finance meeting date – Cllrs agreed to meet by Zoom on Monday 24th January 2022 at 5.30pm.</p> <p>(j)Agenda categories – Cllr Mrs Cowlard commented that she would like to see all planning related items moved from Council Administration to Planning. Agreed by all Cllrs.</p>	<p>DD/WC</p> <p>DD</p> <p>DD</p> <p>ALL</p>
<p>PC/0122/09</p>	<p>Sheepway – no issues</p>	
<p>PC/0122/10</p>	<p>Allotments update – no issues</p>	

Meeting finished at 9.10 p.m.

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