

Portbury Parish Council

MINUTES

Minutes of the meeting held 10th October 2023

Present:

Councillors: Cllr Mr Chilcott Cllr Mr Campbell

Chairman: Cllr Mrs Cowlard

Clerk: Minutes taken by Mrs Dawn Drower – Clerk

Representatives:

Others One members of general public

Meeting commenced at 7.30pm

No	Item	Action
PC/1023/01	Declaration of Interest by Members – No declarations of interest.	
PC/1023/02	Apologies received – Cllrs Mr Cheek and Mr Lanham sent their apologies	
PC/1023/03	Minutes of PPC's monthly meeting held on the 5th of September 2023 were presented. Cllr Mrs Cowlard went over the action points of the last meeting: Clerk Mrs Drower confirmed that Phil Bush NSC had been invited to the meeting but had not responded. All other action points are covered under the agenda. The minutes were: Proposed Cllr Mr Campbell Seconded Cllr Mr Chilcott Resolved that: Minutes were agreed by all.	WC DD

<p>PC/1023/04</p>	<p>Finance (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. Clerk Mrs Drower went over the bank account balances and figures on the finance sheets.</p> <p>There are five payments for authorisation – Clerk September administration and expenses, K&E (lengthsman) September maintenance, CPRE membership, NSC election expenses, and David James for the playing field rent .</p> <p>RESOLVED that: The payments as scheduled in the Finance Report were approved.</p> <p>Proposed Cllr Mr Campbell Seconded Cllr Mrs Cowlard</p> <p>Agreed by all Cllrs.</p>	<p>DD</p> <p>DD</p>
<p>PC/1023/05</p>	<p>Crime and Disorder (a) Crime Stats – none reported. (b) Local crime – Cllr Mrs Cowlard commented that a local resident had a trailer stolen from their property overnight. There has also been more fly tipping.</p>	<p>WC/DD</p>
<p>PC/1023/06</p>	<p>Planning Applications received: (a) 21/P/0474/MOD – Land at Moor Farm – Deed of variation to modify mortgagee exclusions Clause – no update. (b) 22/P/0130/FUL – Racecourse Farm – retrospective planning for change of use from agricultural to light industrial use, alterations to external appearance of building, insert 2 No mezzanine floors – no update. (c) 22/P/1956/FUH – Bracken Barn, Sheepway – Construction of double garage with room over. Cllrs agreed to make no comment. (f) Enforcement notices – Caswell Cross Cottages, Racecourse Farm - no update.</p>	<p>DD/WC</p>
<p>PC/1023/07</p>	<p>Maintenance (a) Lengthsman – Clerk Mrs Drower commented that the 3 new bins have been ordered.</p>	<p>WC/DD</p>
<p>PC/1023/08</p>	<p>Council Administration/Correspondence (a) Coopting new councillor – Resident Simon Penn was coopted as a councillor.</p>	<p>ALL</p>

	<p>(b)Footbridge repairs and street light maintenance – Clerk Mrs Drower commented that NSC still haven't repaired the footbridge surface despite assurances it would be sorted within 4 weeks, its now 6 weeks. Clerk Mrs Drower commented that Phil Bush has been emailed and invited to a meeting with us to talk about exactly what is happening.</p> <p>Cllr Mr Chilcott suggested writing to Sustrans as the footbridge is part of the national cycle route for their advice and whether they can help in any way.</p> <p>Cllr Mrs Cowlard commented that we need to write a letter to the Leader of then Council expressing our dissatisfaction about how long things take, and the lack of communication with the Parish Council.</p> <p>Clerk Mrs Drower commented that she had sent a strong email to Gary Hawkins NSC about the lack of response from Centregreat. He has committed to following this through with them and getting our lights repaired and a maintenance contract in place.</p> <p>(c)Traffic scheme – Cllr Mrs Cowlard commented that Cllr Simon Penn will now take over the traffic scheme from Mr Phipps, and will keep continuity with NSC, the residents and PPC, and try and get the traffic scheme onto the NSC budget.</p> <p>(d)Speedwatch and weight limit – Cllr Mrs Cowlard commented that there are now several volunteers for Speedwatch who are waiting to be trained.</p> <p>Cllr Mrs Cowlard commented that companies had been visited or spoken to about their overweight lorries passing through Portbury. Overweight lorries have appeared to have calmed down through the village.</p> <p>Cllr Mr Penn commented</p> <p>(e)Bank mandate – Clerk Mrs Drower commented that we have had the compensation from Nat West for the inefficiency over the bank mandate, and asked Cllrs what they would like to ring fence the money for a particular project. Cllr Mr Chilcott suggested asking residents. Clerk Mrs Drower will post this on Facebook.</p> <p>(f)Councillor profiles for website – Clerk Mrs Drower commented that there are still two pictures and one profile missing and asked to have them as soon as possible.</p> <p>(g)Space on email server – Clerk Mrs Drower commented that the server for councillor emails is full and suggested that councillors change their email settings to download the messages to their device off of the server.</p> <p>Cllrs would like a further discussion on this at next months meeting.</p> <p>(h)Electrical Safety fund – Clerk Mrs Drower had circulated an email about a grant that was available to help educate residents about electrical safety in the home. Cllrs felt this was outside of their remit and expertise.</p>	<p>DD</p> <p>SC</p> <p>DD</p> <p>SP</p> <p>ALL</p> <p>DD</p> <p>DD</p> <p>DD</p>
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	(i)To do List – no discussion.	
PC/1023/09	Sheepway – no issues.	
PC/1023/10	Allotments update – No issues	

**Meeting finished at 9.00 p.m.
Portbury Parish Council Adcroft House, 15 Roath Road, Portishead, BS20 6AW**

The next meeting is on Tuesday November 7th at 7.30pm in the Village Hall