

Portbury Parish Council

MINUTES

Minutes of the meeting held 7th March 2023

Present:

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

Chairman: Cllr Mrs Cowlard

Clerk: Minutes taken by Mrs Dawn Drower – Clerk

Representatives:

Others Mr Stefan Chilcott, Mr Jason Porrill, Mr Cris Campbell,
Mr Nick Carter-Brown – Channel Green Energy

Meeting commenced at 7.30pm

No	Item	Action
	Mr Nick Carter-Brown commented that he attended the March 22 meeting and the minutes did not reflect the fact that he was at the meeting and gave a presentation. Clerk Mrs Drower said she would check the recording (if still available).	
PC/0323/01	Declaration of Interest by Members – No declarations of interest.	
PC/0323/02	Apologies received – No apologies	
PC/0323/03	Minutes of PPC's monthly meeting held on the 7th of February 2023 were presented. Cllr Mrs Cowlard went over the action points of the last meeting: Clerk Mrs Drower commented that she had heard from Nigel Ashton re the repairs to the footbridge, and the repairs will be carried out during March. Clerk Mrs Drower commented that the repairs to the street lighting is still outstanding and has had no contact from Centre Great.	 DD DD

	<p>Cllr Mrs Cowlard commented that the new dog signs have been installed at the Play Park. However, the old signs are still there which is a bit misleading, and Kevin will remove them.</p> <p>Clerk Mrs Drower commented that the letter has been sent to the resident of the Old Dairy re the ditch clearing. Cllrs agreed to wait for a response before instructing Kevin to clear out the ditch.</p> <p>Cllr Mr Phipps commented that we have heard back from NSC, and they will make a proposal for the parking restrictions on Church Lane. The school in theory are happy but want to see what NCS propose.</p> <p>All other action points are covered under the agenda.</p> <p>The minutes were:</p> <p>Proposed Cllr Mr Phipps Seconded Cllr Mr Coles</p> <p>Resolved that: Minutes were agreed by all.</p>	<p>WC</p> <p>DD</p>
<p>PC/0323/04</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.</p> <p>There are four payments for authorisation – the Clerk, Lengthsman, a payment towards the play equipment to GB Sports and the Village Hall rent for Jan/Feb.</p> <p>Clerk Mrs Drower will quantify the play equipment spend and income on the finance sheets separately to the budget for the next meeting.</p> <p>RESOLVED that: The payments as scheduled in the Finance Report were approved.</p> <p>Proposed Cllr Mrs Cowlard Seconded Cllr Mr Coles</p> <p>Agreed by all Cllrs.</p>	<p>DD</p>
<p>PC/0323/05</p>	<p>Crime and Disorder (a) Crime Stats – none reported.</p>	<p>WC/DD</p>

	<p>(b)Local crime – Cllr Mr Phipps commented that there was a suspicious van in Mill Close and this had been reported to the police.</p>	
<p>PC/0323/06</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/1236/FUH – Beech Barn, Portbury Common - retrospective planning for home office -approved. (c)22/P/2426/FUH – Holford House, Sheepway – Creation of new outbuilding to house swimming pool – no update. (d)22/P/2756/FUH – Racecourse Farm – Change of use, external and internal alterations to existing office and create a dwelling – Cllr Mr Phipps commented that instead of being a tied workers cottage it is now proposed to be residential. The site is getting busier with more activity and vehicles. The positioning of the site in relation to the road access on a sharp bend need considering and a proper traffic assessment needs to be carried out before making any decisions – no update. (e)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 – Cllr Mr Phipps commented that the permission granted for the cattle barn was given with the condition that if it was no longer used for cattle then it should be demolished within 6 months. Cllr Mr Phipps recommended that this condition be followed up and make an objection to the retrospective planning. We also need to make it clear that we don't think the site is suitable for increased traffic – no update. (f)22/P/2899/FUH – Russett Chapel, Caswell Lane – Demolition of existing conservatory and proposed erection of single storey extension – no update. (g)23/P/0169/FUL – Land at Caswell Hill – dog exercise area and vehicular access. Cllr Mr Phipps commented that were no issues with this application and Cllrs agreed to make no comment. (h)22/P/3015/FUL – Land at the Drove – Change of use and siting 3No prefabricated units, installation of fencing – for 2 years. Cllr Mr Phipps commented that whilst there was no particular issue with this application, feels that we should ask that the temporary 2 year be emphasised if planning is granted. Also, that the units are not stacked so as not to be visible from Portbury village. (i)Enforcement notices – Caswell Cross Cottages and Racecourse Farm – no updates.</p>	<p>MAP</p>

	<p>Cllr Mr Phipps commented that there is still an issue with the planning portal and recent emails sent with our comments on various planning applications are not appearing on the portal.</p>	
<p>PC/0323/07</p>	<p>Maintenance (a)Lengthsman – Cllr Mrs Cowlard commented that Kevin is highlighting on his weekly inspection sheets maintenance issues on the zip wire at the Play Park – the wire has lost tension, and the seat is not high enough off the ground. He also wants to inspect internal spring. Cllrs agreed to ask Kevin to attend to.</p>	<p>WC/DD</p>
<p>PC/0323/08</p>	<p>Council Administration/Correspondence (a)Coronation - update – Cllr Mrs Cowlard has had a meeting with two residents and are proposing a village picnic at the playing fields on Sunday 7th May, including a mini sports day for the children and other activities. A post will go on Facebook for support from residents. The church is keen to get involved too. PPC are happy in principle to buy some bunting for the event. (b)2021 census – key map data – Cllr Mr Phipps commented that the census tells us the population and households of Portbury, including an age profile – and Portbury has an older average age than the national average and North Somerset. We are not in a deprived area, which affects our ability to get government funding. We are employed more than the national average, and less in education than the national average. We have 16% of residents having 3 cars or more, which is higher than the national average. We have a higher than national average of professional people. This confirms that our age profile is older than the average in North Somerset. (c)Date for ARM - update – Cllrs agreed to bring the ARM forward to avoid the Coronation. Cllrs agreed the 18th or 19th April. Clerk Mrs Drower will see if the hall is available. (d)Councillor vacancies – update – Cllr Mrs Cowlard commented that we have three potential councillors attending the meeting tonight. Cllr Mr Phipps directed them towards our website to look at our documents including ones which show the responsibilities of a Parish Councillor. Clerk Mrs Drower commented that should any of the potential councillors wish to join us, to email the office and let us know. Clerk Mrs Drower will forward the necessary paperwork. (e)Mill Close - parking – Cllr Mr Phipps commented that we have had 9 responses. Residents do not want yellow</p>	<p>WC</p> <p>MAP</p> <p>DD</p> <p>MAP</p>

	<p>lines there but would welcome the widening of the road. Cllr Mr Phipps suggests asking NSC for a traffic scheme which could include the widening of the road. Cllrs agreed with this suggestion.</p> <p>We should ask residents what they would like also.</p> <p>(f)Gypsy Lane – flooding – After an email from a resident expressing concern, Cllr Mr Phipps has reported the flooding to NSC.</p> <p>(g)Response from Cllr Hogg re Traffic Scheme – Cllr Mr Phipps commented that data collected shows 30,000 cars pass along Caswell Lane in both directions with an average speed of 24mph. This speed is a trigger for NSC for traffic calming. These readings were taken at appoint when cars are slowing down anyway. Cllr Mr Phipps will respond to Cllr Hogg asking a traffic calming scheme to include the whole village.</p> <p>(h)Planning page on website – Clerk Mrs Drower asked Cllrs if they were happy with the new planning page on the website. Cllr Mr Phipps commented that we should inform residents on the page that PPC always comment on planning applications to NSC. Cllrs agreed that they were happy.</p> <p>(i)To do list – No discussion.</p>	<p>MAP</p> <p>MAP</p> <p>DD</p>
PC/0323/09	Sheepway – no issues.	
PC/0323/10	Allotments update – no issues.	

Meeting finished at 9.30 p.m.

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

The next meeting is on Tuesday April 4th at 7.30pm in the Village Hall