

Portbury Parish Council

MINUTES

Minutes of the meeting held 10th January 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

Meeting commenced at 7.30pm

No	Item	Action
PC/0123/01	Declaration of Interest by Members – Cllr Mr Phipps declared an interest in Russett Chapel in the planning section.	
PC/0123/02	Apologies received – No apologies.	
PC/0123/03	Minutes of PPC's monthly meeting held on the 8th of November 2022 were presented. Cllr Mrs Cowlard went over the action points of the last meeting: Clerk Mrs Drower confirmed that we had still not received the quote from Kevin for replacement of play park fencing. Cllr Mr Cheek will chase Kevin again. Clerk Mrs Drower has emailed HE re the timescale for the footbridge repairs but hasn't heard back yet. Clerk Mrs Drower will follow up again. Clerk Mrs Drower has now ordered dog signs, but they haven't arrived yet.	NC DD DD

	<p>Cllr Mrs Cowlard commented that the fly tipping in the council black bins was from a man who is living in the woods.</p> <p>All other action points are covered under the agenda.</p> <p>The minutes were:</p> <p>Proposed Cllr Mrs Cowlard Seconded Cllr Mr Coles</p> <p>Resolved that: Minutes were agreed by all.</p>	
PC/0123/04	<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>Clerk Mrs Drower commented that she has split the finance into two separate months as we did not have a December meeting.</p> <p>November finance – Clerk £900, K&E Maintenance £605 and lights for the Christmas tree - £29.97.</p> <p>Proposed Cllr Mr Coles Seconded Cllr Mr Phipps</p> <p>December finance – Clerk £900, K&E Maintenance £756.25 plus the £100 fee for the green waste removal. King Tree Services £820 for works to the lime tree on the Village Green, £5.97 reimbursed to Cllr Mr Phipps for batteries for the Christmas tree lights and £12 for balance of lease for playing field.</p> <p>RESOLVED that: The payments as scheduled in the Finance Report were approved.</p> <p>Proposed Cllr Mr Phipps Seconded Cllr Mr Romanski</p> <p>Agreed by all Cllrs.</p>	<p>ALL</p> <p>DD</p>
PC/0123/05	<p>Crime and Disorder (a) Crime Stats -Clerk Mrs Drower commented that there were some garages broken into in Clapton in Gordano. (b) Local crime – Cllr Mrs Cowlard commented that the man in the woods has stolen her black bin. There was also fly tipping onto a resident’s drive. The man living in the woods is believed to be on Avon Wildlife Trust land – Cllr Mr Phipps will give Clerk Mrs Drower landowners details so she can report.</p>	WC/DD

<p>PC/0123/06</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 -no update. (c)22/P/2426/FUH – Holford House, Sheepway – Creation of new outbuilding to house swimming pool – no update. (d)22/P/2421/FUH – Springfield Cottage, Wharf Lane – demolition of existing outbuilding/garage and replacement with new – approved. (e)22/P/2899/FUH – Russett Chapel, Caswell Lane – Demolition of existing conservatory and proposed erection of single storey extension. Cllr Mr Phipps commented that as far as he was aware the property only has permission for a holiday let, not full residential permission. The existing conservatory was allowed under permitted development rights. Cllrs had no concerns about the application, but Clerk Mrs Drower will write to NSC to find out what the planning status is of the property. (h)Enforcement notices – Caswell Cross Cottages, Wharf Villas, Oakham Farm and Racecourse Farm – no updates on the above. Cllr Mr Cheek commented that Oakham Farm now has permission for the sign as no longer under enforcement.</p>	<p>MAP</p> <p>DD</p>
<p>PC/0123/07</p>	<p>Maintenance (a)Lengthsman – Cllr Mrs Cowlard commented that Kevin has taken the Christmas tree down.</p>	<p>WC/DD</p>
<p>PC/0123/08</p>	<p>Council Administration/Correspondence (a)Revisit police grants – Cllr Mr Phipps commented that the only grant we could have was for more signs. Cllr Mrs Cowlard commented whether this could be incorporated with the Active Travel Plan. (b)Parking restrictions Church Lane – update – Cllr Mr Phipps commented that the school and church are in agreement for the restricted parking outside in Church Road. The restriction is likely to be 4 hour parking with no return within an hour. Cllr Mr Phipps commented that it would probably be in next year’s NSC budget, and would expect it to happen this year. Cllr Mrs Cowlard wondered if parking restrictions at the entrance to Mill close could be added to the scheme. Cllr Mr Phipps suggested consulting the residents at Mill Close. Cllr Mr Phipps will do a leaflet drop. Cllr Mrs Cowlard wondered if it would be possible to widen the road. Clerk Mrs Drower will contact NSC.</p>	<p>DD/WC</p> <p>WC</p> <p>DD</p>

	<p>(c)Date for ARM – Cllrs agreed to hold the ARM on Thursday 4th May in the Village Hall subject to the hall being available. Clerk Mrs Drower will contact the Village Hall.</p> <p>(d)Councillor vacancies – Cllrs agreed to advertise for residents to come forward to be a parish councillor. Clerk Mrs Drower will put this on Facebook and to the mailing list. Cllr Mrs Cowlard will put it in the newsletter. Cllr Mr Phipps will talk to residents to see if there is any interest.</p> <p>(e)Street lighting in Portbury – Cllr Mr Romanski commented that the light at the end of Priory Walk need adjusting as its not illuminating the pavement. Clerk Mrs Cowlard commented that the light opposite the Priory has not been converted to LED. Cllr Mr Phipps commented that one light is out on the footbridge. Clerk Mrs Drower will follow up with Centre Great and NSC.</p> <p>(f)Review of lime tree pollard on Village Green – Cllrs were all in agreement that an excellent job had been done.</p> <p>(g)Fly tipping/maintenance reports to NSC – follow up to Clerk – Clerk Mrs Drower asked Cllrs to let her know once reported fly tips/maintenance has been completed by NSC. All Cllrs agreed.</p> <p>(h)The Old Dairy – investigate possible caravan storage – There has been a report to PPC that caravans are being stored at the Old Dairy – Cllrs agreed to monitor the situation.</p> <p>(i)Speeding issues in Portbury – follow up – Cllr Mrs Cowlard commented that we need to make sure that the pressure is kept up with NSC, and wants to incorporate the Active Travel Plan if possible. Cllr Mr Phipps commented that it was his understanding that if the average speeds though Portbury were higher than 24 in the 20mph zone then traffic calming will be considered. Cllr Mr Phipps will write another letter to Cllr Hogg at NSC once he has finished reading the Active Travel Plan. Clerk Mrs Drower commented that we could invite the Headmistress of St Marys School to discuss the speeding issues and the safety concerns for the schoolchildren. Cllr Mrs Cowlard will contact the school and a representative from the Church.</p> <p>(j)To do list – Cllr Mr Phipps went through the To-Do list: Upgrade to Spanglefish 3 – to go on agenda for next meeting. The hedge by the allotments in Sheepway has now been cut back. Overgrown hedges in Priory Rd has been reported to NSC – Clerk Mrs Drower will follow up. Drain issue outside Village Hall – Cllr Mr Phipps will follow up with NSC.</p>	<p>ALL</p> <p>DD</p> <p>MAP</p> <p>WC</p>
--	--	---

PC/0123/09	Sheepway – no updates.	
PC/0123/10	Allotments update – None	

Meeting finished at 9.30 p.m.
Portbury Parish Council Adcroft House, 15 Roath Road, Portishead, BS20 6AW

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