

Portbury Parish Council

MINUTES

Minutes of the meeting held 9th September 2025

Present:

Councillors: Cllr Mr Chilcott Cllr Mr Penn Cllr Mr Campbell

Chairman: Cllr Mrs Cowlard

Clerk: Minutes taken by Mrs Dawn Drower – Clerk

Representatives:

Others 8 members of general public

Meeting commenced at 8pm

No	Item	Action
	A resident commented that we must always respond to emails from NSC on planning and enforcement. Also long term the Parish Council should consider buying the land at the end of the High Street, if it came up for sale. A resident asked the Parish Council if we knew what is planned for the land at the end of the High Street. Cllr Mr Chilcott commented that a planning application is in the process of being submitted which will detail planned development. Cllrs commented that residents should contact NSC enforcement direct about the unauthorised development and also make comments on the NSC portal when the application is on. A resident commented that they are concerned that so much work has been done, it is becoming impossible to restore the site to its original condition should planning be refused.	
PC/0925/01	Declaration of Interest by Members – No declaration of interest.	

PC/0925/02	Apologies received – Cllr Lanham	
PC/0925/03	Minutes of PPC’s monthly meeting held on the 5th of August 2025 were presented. Action point from last meeting – The black bin devolution – Cllr Mrs Cowlard commented that we have had a reply from John Carson who has offered some second-hand bins to replace our bins which went missing. John Carson denies that NSC took our bins. However, we would still have to pay for collection and would need a commercial agreement in place. Cllr Mrs Cowlard commented that we are considering Devolution and will discuss it at our next Parish Council meeting. Cllr Mrs Cowlard commented that regarding the replacement parts for the play park we have had a costing for £150 for a new swing seat and chains. GB Sports have been contacted to inspect the zip wire mechanism. Kevin has reported that the ‘stop tyre’ need replacing. Cllr Mr Chilcott has found some suitable disclaimer signs for the Play Park and he will email them for approval. The minutes were: Proposed Cllr Mrs Cowlard Seconded Cllr Mr Chilcott Resolved that: Minutes were agreed by all.	WC
PC/0925/04	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. There are three payments for authorisation – Clerk August administration and expenses, K&E (lengthsman) – August maintenance, GB Sports – August rent for Village Hall. RESOLVED that: The payments as scheduled in the Finance Report were approved. Proposed Cllr Mrs Cowlard Seconded Cllr Mr Campbell Agreed by all Cllrs.	DD

PC/0925/05	Crime and Disorder (a)Crime Stats – No crime to report (b)Local crime – No local crime	WC/DD
PC/0925/06	Planning Applications received: (a)25/P/0496/FUL – Elm Tree Farm, Sheepway - Section 73 application to vary Cond 2 of planning to replace existing building with 2 No new buildings – no update. (b)25/P/0951/FUH – Beech Barn, Portbury Common – retrospective planning for conversion of car port to residential annexe – no update. (c)25/P/181/TEN – Notification under Regulation 5 of the Electronic Communications code for intention to install electronic communication apparatus. (d)Enforcement notices – Beech Barn, Sheepway – Clerk Mrs Drower commented that enforcement remains until planning is granted. And will resume if not.	DD/SC
PC/0925/07	Maintenance (a)Lengthsman – No comment on lengthsman. Cllr Mr Campbell enquired if we are responsible for the weeds on the footbridge. Clerk Mrs Drower will contact NSC as it's their responsibility.	WC/DD
PC/0925/08	Council Administration/Correspondence (a)Proposed development of market garden field – no update. However, it is now clear that it is still in the green belt. (b)Black bins/devolution –update – already discussed under PC/0925/03. (c)Play Park – football, play equipment i.e. vandalism – no update. (d)Royal Portbury Dock – litter situation – Clerk Mrs Drower is still waiting for a response. (e)Flag on village Green – Cllr Mrs Cowlard commented that we have recently had a comment from a resident who is not happy about the British flags flown on the Village Green. We have had no other complaints, only support. The flags are flown for specific reasons and Cllrs agreed to go back to the resident and explain this.	WC SP/WC SC/DD WC/DD
PC/0925/09	Sheepway – No issues.	
PC/0925/10	Allotments update – No issues.	

Meeting finished at 8.40p.m.

Portbury Parish Council Charterhouse Cottage, Clapton in Gordano, BS20 7RD

The next meeting is on Tuesday October 7th at 8.00pm in the Village Hall