

PORTBURY PARISH COUNCIL

AGENDA

The next meeting of the above Council will be held on **Tuesday 5th July 2011** commencing at 7.30pm in the main room of the Club Room, High Street, Portbury.

Declaration of Interest by Members. The Member should indicate whether the interest is personal or prejudicial. A declaration of interest should indicate the nature of the interest and the agenda item to which it relates. In the case of a personal interest, the member may speak and vote on the matter. If a prejudicial interest is declared, the member should leave the room whilst the matter is being dealt with.

If the member leaves the room in respect of a declaration, he or she should ensure that the Chairman is aware of this before he or she leaves because it should be recorded in the minutes.

1. **Minutes** of June's meeting held 07.06.11

2. **Finance**

Ring fenced in Reserve Account

Parish Plan	£1720
Neighbourhood Watch	£50
Footbridge lighting	£1700
Playscheme Grant	£2618

Parish Available funds

Capital Reserve as at 15.06.11	Less ring fenced	£ 5903.86
Current Account as at 24.06.11		£ 8577.36
Including Income received during June 2011 –		
VAT refund 31.03.11	£2457.70	

Average Monthly outgoings

Lengthsman – Annual	£1200
Admin/Coordinator -Annual	£9600
Water – annual approx	£50
Electricity – annual approx	£250
Maintenance – Lights annual approx	£200
Maintenance Bins – annual approx	£300
Maintenance Grass Cutting – annual approx	£700
Portbury Village Hall Rent -annual	£200
Expenses -annual	£250
Playing field lease	£850

Total **£13600**

£1133 / Month

(a) Payments for Authorisation

	<u>Nett</u>	<u>VAT</u>	<u>Gross</u>
PBS – Administration/Coordinator June 11	800.00	160.00	960.00
SSE – Maintenance 1 st quarter 2011/12	43.88	8.78	52.66
Elements – fencing materials play area	1035.00	0.00	1035.00
Fountains – Dog Bin July 10 Oct 10	32.00	5.60	37.60
David James – playing field lease	212.50	0.00	212.50
Brian Weekes – Maintenance June 2011	168.00	0.00	168.00

(b) Bank signatories/Change of bank

(c) Play scheme funds

3. Crime & Disorder

4. Parish Plan & Website

Councillor email addresses

5. Planning

11/P/1147/F – 17 High Street. Retrospective replacement of flat roof to garage with mono pitch roof

11/P/0977/F Caswell Hill. Erection of 2 x containers, construction of working area and track

11/P/1076/F 15 Mill Lane. Erection of single storey rear extension

Empty properties

6. Parish Co-ordinator /Task Monitor

Storage of parish council records

7. Correspondence Summary – For information purposes

Somerset Heritage – Acknowledgement of receipt regarding PPC's Agendas and Minutes covering period 2006 to 2010

8. Maintenance

9. Transport and Traffic

High Street/A369 layby – snack van and fencing

10. Community Reports - St Mary's School/ Church and Village Hall

Social Club open day – Village Hall

11. AOB

12. Date and time of next meeting – 2nd August 2011 at 7.30pm