

Portbury Parish Council

MINUTES

**Minutes of the meeting held 2nd June 2009
Club Room, High Street, Portbury**

Present:

Councillors: Cllr Tarr Cllr Marshall Cllr Weeks Cllr Cooke

Chairman: Cllr Summerfield

Clerk: Cllr Meek (Minutes taken by Sara Thompson)

Others: 2 members of the public

Meeting commenced at 7.35pm

Apologies received from Mandy Bishop, Haydn John & Cllr N Ashton

No	Item	Action																																																
PC/06/01	Minutes of May's meeting held 05.05.09 signed as a true record of proceedings. Proposed: Cllr Tarr Seconded: Cllr Meek All in favour																																																	
PC/06/02	Finance (a) Accounts for authorisation: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="text-align: right;">Nett</th> <th style="text-align: right;">VAT</th> <th style="text-align: right;">Gross</th> </tr> </thead> <tbody> <tr> <td>PBS – Admin during May 09</td> <td style="text-align: right;">350.00</td> <td style="text-align: right;">52.50</td> <td style="text-align: right;">402.50</td> </tr> <tr> <td>PBS – Coordinator June 09</td> <td style="text-align: right;">250.00</td> <td style="text-align: right;">37.50</td> <td style="text-align: right;">287.50</td> </tr> <tr> <td colspan="4">Brian Weeks –</td> </tr> <tr> <td> Sheepway Ditch clearance & repair to sign</td> <td style="text-align: right;">40.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">40.00</td> </tr> <tr> <td> Priory Road footpath – strimming</td> <td style="text-align: right;">24.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">24.00</td> </tr> <tr> <td> NSC – Village Green April cut x 2</td> <td style="text-align: right;">40.00</td> <td style="text-align: right;">6.00</td> <td style="text-align: right;">46.00</td> </tr> <tr> <td> Connaught – Dog bins March 09</td> <td style="text-align: right;">16.00</td> <td style="text-align: right;">2.40</td> <td style="text-align: right;">18.40</td> </tr> <tr> <td> Cllr Summerfield – Expenses April 09 Travel 24 miles</td> <td style="text-align: right;">9.28</td> <td style="text-align: right;">0.32</td> <td style="text-align: right;">9.60</td> </tr> <tr> <td> Office expenses inc telephone</td> <td style="text-align: right;">22.77</td> <td style="text-align: right;">3.42</td> <td style="text-align: right;">26.19</td> </tr> <tr> <td> Cllr Summerfield – Expenses May 09 Travel 24 miles</td> <td style="text-align: right;">9.28</td> <td style="text-align: right;">0.32</td> <td style="text-align: right;">9.60</td> </tr> <tr> <td> Telephone & lunch (NSC planning)</td> <td style="text-align: right;">22.33</td> <td style="text-align: right;">1.58</td> <td style="text-align: right;">23.91</td> </tr> </tbody> </table> Proposed: Cllr Tarr Seconded: Cllr Cooke All in favour		Nett	VAT	Gross	PBS – Admin during May 09	350.00	52.50	402.50	PBS – Coordinator June 09	250.00	37.50	287.50	Brian Weeks –				Sheepway Ditch clearance & repair to sign	40.00	0.00	40.00	Priory Road footpath – strimming	24.00	0.00	24.00	NSC – Village Green April cut x 2	40.00	6.00	46.00	Connaught – Dog bins March 09	16.00	2.40	18.40	Cllr Summerfield – Expenses April 09 Travel 24 miles	9.28	0.32	9.60	Office expenses inc telephone	22.77	3.42	26.19	Cllr Summerfield – Expenses May 09 Travel 24 miles	9.28	0.32	9.60	Telephone & lunch (NSC planning)	22.33	1.58	23.91	
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	<p>(b) Cllr Marshall enquired as to whether further funding would be available to assist with the purchase of the church's oil. The general agreement of the council was that it was too earlier in the financial year to make such a commitment but it would be reviewed later on in the year.</p> <p>(c) Cllr Summerfield explained the purpose of showing monthly council running costs and allocated funds on the agenda – it would reflect known commitments and remaining balances. Future agendas to also include the 2nd precept due October 09.</p>	
PC/06/03	<p>Crime & Disorder</p> <p>(a) Correspondence had been received from Avon & Somerset Police introducing Jenny Clark the new beat manager. A meeting had already been arranged for Jenny to meet with Roy Ball and Cllr Summerfield so that topical issues and concerns could be raised and addressed.</p> <p>(b) Cllr Marshall advised that PCSO Lewis had organised the installation of door chains for pensioners within the village.</p> <p>(c) The council will request that a representative from the police attend the parish meetings on a regular basis.</p> <p>(d) The council were delighted to be informed that Roy Ball was to be the recipient of an award to acknowledge his role as neighbourhood watch coordinator – 'The most pro-active coordinator in North Somerset'. Congratulations to Roy.</p>	
PC/06/04	<p>Planning Applications</p> <p>(a) Applications – Withdrawn/Granted/Refused</p> <p>09/P/0443/F – Mill Cottage. Amendment to current application re. wall and shed Granted</p> <p>09/P/0338/F. – Wansdyke, Sheepway. Demolition/erection of garage/extension Granted</p> <p>09/P/0479/F – Elm Tree Farm. Erection of a replacement garage – retrospective Refused</p> <p>09/P/0522/F – Shipway Farm. Erection of a replacement garage – retrospective Granted</p> <p>09/P/0705/F - Land at Shipway Farm. Change of use from agri to private equestrian use to include 2 agri buildings and a commercial store in to equestrian store and 7 no stables (retrospective). The 2 agricultural buildings referred to in this are buildings A and B built without planning permission in the Green Belt. Building C is listed as a commercial store approved by 07/P/1962/F IDOX indicates this to be part of the 8 barn application by Heathcross Ltd.</p> <p>Building D was the subject of retrospective planning 08/P/2639/F stipulated by a planning officer. This was the previous application that led to the discovery, by PPC, of buildings A and B while scrutinising the submitted plan.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Idoxed</p>

	<p>It is believed by PPC that buildings A and B have not been formalised or scrutinised in planning terms for building integrity, suitability of materials and structure, also land drainage. As a retrospective sizable new development in the Green Belt this scrutiny is required to ensure that it is built for stabling purposes consistent with Green Belt principles.</p> <p>PPC would submit that 09/P/0705/F is premature in that it contains component parts ie. Buildings A and B, that PPC believe to be unauthorised. In planning terms these are neither recognised nor have an existing use. 09/ P/0705/F requests change of use which cannot take place until these buildings are formalised with an appropriate planning application. For these reasons PPC would urge refusal at this time.</p> <p>However, should this application be approved, as there is no mention of horse manure disposal, in the interests of health and safety, PPC would ask that a condition, preventing the burning of horse manure and bedding, be attached.</p> <p>Public Footpaths – Moat House farm. Creation of new footpath. The council are already aware of these due to review of a previous planning application. No further comments required.</p>	
PC/06/05	<p>Parish Coordinator/Task Monitor</p> <p>(a) Email received from Cllr Ashton advising that speed signs/posts had been agreed. Cllr Tarr to seek further clarification of these comments</p> <p>(b) Footbridge lighting. Cllr Meek will be attending a site meeting with SEC regarding additional footbridge lighting. If agreed, the new lighting may take the form of low voltage bulkhead lights which would have no adverse impact to the traffic on the motorway below. Concern was also raised over the lack of lighting at the bottom of the footbridge steps, Cllr Meek will also enquire as to whether a new streetlight can be installed there</p>	<p>ST</p> <p>JM</p>
PC/06/06	<p>Correspondence</p> <p>Severn Estuary Partnership – Cllr Tarr would be attending this meeting NSC – European Parliamentary Election – Persons nominated NSC – Town & Parish Council Development Workshop 11.06.09 Forest of Avon Trust annual review Avon & Somerset Police Authority – Policing Plan</p>	<p>Noted Noted Noted Noted Noted</p>
PC/06/07	<p>Maintenance</p> <p>(a) Playing Field. A lease had been received from Osborne Clark Solicitors but unfortunately it was a standard three year lease. David James & Partners (the council's agents) had been requested on numerous occasions to negotiate a nine year lease (3 yearly break out clause). PBS has contacted Osborne Clark directly requesting the acceptability of a nine year lease. Awaiting response.</p> <p>(b) Playing Field maintenance. The council were disappointed that their expectation of maintenance has not been met by GRFC. It was felt that the</p>	<p>PBS</p>

	<p>agreed 'cut', which was to include not only the pitch but the surrounding area, had been made on a 'reactive' rather than a 'proactive' basis. Cllr Cooke would approach Mr Gazzard of GRFC to agree a timetable of cuts, disposal method of clippings etc.</p> <p>(c) NSC – Village Green. Comment was made that the green now looked in excellent condition and that NSC were doing a very good job.</p> <p>(d) Village Wall – Due to the nature of the damage, and the availability of limited repair funds, various options were discussed. A decision needs to be reached as to whether (a) 'cosmetic' repairs should be made which would be within the council's budget or (b) a long term repair programme be agreed whereby sections of the wall are rebuilt when funds allow. The council is awaiting receipt of a third quotation, when this had been received the council would make a decision.</p> <p>(e) Allotments – An allotment holder who had been cultivating land outside of his designated plot (but adjacent to) had been approached by Cllr Weeks. The allotment holder felt that as long as he was maintaining this area, through cultivation, it was preventing weed growth/overgrow etc and therefore a more beneficial option. Council to agree if this is considered to be acceptable.</p> <p>As requested, allotment holders have moved their compost bins to within their plot boundaries.</p> <p>Brian Weeks to be requested to trim overgrown areas within the allotments.</p>	<p>PC</p> <p>PBS</p>
<p>PC/06/08</p>	<p>Traffic and Transport</p> <p>(a) Portbury Lane road closure – Poor diversionary signposting has lead to driver confusion. NSC to be contacted for assistance on an urgent basis</p> <p>(b) Cllr Week requested that NSC be contacted again regarding a fingerpost/signposting (replacing stolen signs) at the Caswell Hill crossroads. Drivers who could use Caswell Hill for onwards travel to Nailsea/Backwell etc are using Caswell Lane which is leading to congestion along the lane. Simon Banbury to be contacted.</p> <p>(c) Temporary Elm Tree Bus-stop (Holford House side). A temporary hard standing was laid by NSC approx a year ago which in the future will be replaced by a half length, raised bus standing. Ownership of the verge has still to be established and therefore work cannot proceed until it has been. A land owner who claims ownership is currently abroad and won't be returning to the UK until later on in the year. Meantime maintenance of the current temporary standing is required. As NSC will not fund repairs, PPC will investigate the possibility of funding the materials should NSC provide the labour. If this is unacceptable to NSC, PPC will seek a cost for the supply and installation of replacement hardcore.</p> <p>Brian Weeks to be requested to cut back overgrowth to allow better access to the bus stop.</p>	<p>PC</p> <p>LS</p> <p>ST</p> <p>PBS</p>

PC/06/09	<p>St Mary's Church and School</p> <p>(a) Cllr Marshall advised that two successful fund raisers had recently been held by the church.</p> <p>(b) Church security - the council were still keen to assist the church with this item however they felt that a practical proposal had still not been offered. Without knowing specific requirements, it was proving difficult to move this project forward. Cllr Cooke to contact committee to request a meeting.</p> <p>(c) Appointment of Cllr Nigel Ashton to the board of Governors (St Mary's School) – this item lead to discussion of S106 funding for education. Cllr Summerfield would contact Cllr Ashton to discuss further.</p>	<p>PC</p> <p>LS</p>
PC/06/10	<p>Parish Plan</p> <p>No further progress during the past month.</p>	
PC/06/11	<p>AOB</p>	
PC/06/12	<p>Date and time of next meeting – 7th July 2009 at 7.30pm</p>	

Meeting finished at 9.37pm

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