

Portbury Parish Council

MINUTES

Minutes of the meeting held 1st September 2009
Village Hall, High Street, Portbury

Present:

Councillors: Cllr Cooke Cllr Weeks Cllr Tarr Cllr Young Cllr Marshall

Chairman: Cllr Summerfield

Clerk: Cllr Meek (Minutes taken by Sara Thompson)

Others: 5 members of the public Haydn John (Parish Plan)
Mandy Bishop (NSC) – left at 9.16pm Roy Ball (Neighbourhood Watch)
Rita Summerfield (ROW)

Meeting commenced at 7.30pm

Apologies received from Mrs Voisey

No	Item	Action																																																				
PC/09/01	Minutes of August's meeting held 04.08.09 signed as a true record of proceedings. Proposed: Cllr Cooke Seconded: Cllr Weeks All in favour																																																					
PC/09/02	Finance (a) Accounts for authorisation: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;"></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 Aug 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 Sept 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>Brian Weekes – Cutting posts to size - Village sign</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>Tarplett – Parts for church roof alarm</td> <td style="text-align: right;">497.50</td> <td style="text-align: right;">74.63</td> <td style="text-align: right;">572.13</td> </tr> <tr> <td>NSC – Village Green & Layby cut</td> <td style="text-align: right;">75.00</td> <td style="text-align: right;">11.25</td> <td style="text-align: right;">86.25</td> </tr> <tr> <td>Connaught – dog bins June 09</td> <td style="text-align: right;">24.00</td> <td style="text-align: right;">3.60</td> <td style="text-align: right;">27.60</td> </tr> <tr> <td>Cllr Summerfield – Expenses Aug 09 Telephone</td> <td style="text-align: right;">11.71</td> <td style="text-align: right;">1.76</td> <td style="text-align: right;">13.47</td> </tr> <tr> <td>Laminator and foils</td> <td style="text-align: right;">32.59</td> <td style="text-align: right;">4.89</td> <td style="text-align: right;">37.48</td> </tr> <tr> <td>Travel</td> <td style="text-align: right;">6.19</td> <td style="text-align: right;">0.21</td> <td style="text-align: right;">6.40</td> </tr> </tbody> </table> Additional items for authorisation <table style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="width: 70%;">Cllr Tarr – Expenses Mileage</td> <td style="text-align: right;">8.51</td> <td style="text-align: right;">0.29</td> <td style="text-align: right;">8.80</td> </tr> <tr> <td style="padding-left: 20px;">Postage</td> <td style="text-align: right;">1.24</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">1.24</td> </tr> <tr> <td style="padding-left: 20px;">Poster Stakes</td> <td style="text-align: right;">3.80</td> <td style="text-align: right;">0.58</td> <td style="text-align: right;">4.38</td> </tr> </tbody> </table>		Nett	VAT	Gross	PBS – Admin during Aug 09	350.00	52.50	402.50	PBS – Coordinator Sept 09	250.00	37.50	287.50	Brian Weekes – Cutting posts to size - Village sign	24.00	0.00	24.00	Tarplett – Parts for church roof alarm	497.50	74.63	572.13	NSC – Village Green & Layby cut	75.00	11.25	86.25	Connaught – dog bins June 09	24.00	3.60	27.60	Cllr Summerfield – Expenses Aug 09 Telephone	11.71	1.76	13.47	Laminator and foils	32.59	4.89	37.48	Travel	6.19	0.21	6.40	Cllr Tarr – Expenses Mileage	8.51	0.29	8.80	Postage	1.24	0.00	1.24	Poster Stakes	3.80	0.58	4.38	
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	<p>K & E Services – Installation of alarm, church roof 100.00 0.00 100.00 Brian Weekes – Installation of alarm, church roof 100.00 0.00 100.00 Brian Weekes – Allotment and footpath strimming 24.00 0.00 24.00</p> <p>Proposed: Cllr Cooke Seconded: Cllr Marshall All in favour</p> <p>(b) Allotments – Funding request re. shed, tools etc Mr Francis, an allotment holder, asked if the council would consider funding the purchase of a shed and tools. He explained that it would be of great benefit as currently there is no where to store equipment, and any communal tools could be used to maintain allotment paths and boundaries.</p> <p>Cllr Weekes advised that the council were sympathetic to the request but several factors/options had to be considered;</p> <ol style="list-style-type: none"> 1. The council, firstly, would encourage the allotment holders to form an association. This would not only benefit the line of communication between the council and the allotment holders, but would also enable them to seek grants and be able to purchase seeds and plants at trade prices. Ideally a parish councillor would also sit on an allotment management committee. 2. Permanent, purpose built shed – This may be subject to planning regulations and therefore further investigation will be required. <p>If Mr Francis wished to pursue the formation of an allotment committee, PPC would be pleased to forward his contact details/information on to the other allotment holders.</p> <p>At this stage, the council is not prepared to commit to funding. Cllr Weeks requested that this item be included on October’s agenda and meantime Mr Francis would assess the interest in forming a committee.</p> <p>(c) Spring bulbs – Village entrance/Village Green/Moorgate Cllrs Young and Meek kindly donated three bags of daffodil bulbs for planting. Volunteers are sought to assist with the planting and it was suggested the perhaps some of the allotment holders may wish to help. It was also drawn to the meeting’s attention that the church always welcomes parishioners who can offer a few hours of their time to assist with maintenance of the church grounds.</p>	RW
PC/09/03	<p>Crime & Disorder (a) Crime Log Mr Ball gave a short update regarding the incidents from the current police crime log. Details as follows:</p> <p>There have been 7 crimes in Portbury over the last month - 5 thefts, 1 criminal damage and 1 domestic assault.</p> <p>Other beat issues and responses to PPC from PC Clarke;</p> <ul style="list-style-type: none"> • Assault (Sheepway) - suspect has been rebailed until the 22nd of September when a final decision will be made as to whether to charge him. • Prior Wood Nature Reserve - PCSO Julie Lewis spoke to owners of pigs and gave suitable words of advice 	

	<ul style="list-style-type: none"> • Badger Baiting incident - trial to begin late September • Portbury Speeding - 11 warning letters sent out, 2 drivers reported for summons • Moorgate - No response from people interested in NHW. • Vehicle that was parked at bottom of Station Road – Vehicle registration appears to be in order • Gordano Rugby Club - Staff members (Director etc) to give advice about locking the gate to prevent travellers going onsite. • Parking at the Priory Inn - PC Clark has spoken to Mr Murray of the Priory. He is happy to support any ideas but really can't think what he can do to help the situation. He does not have issue with walkers using the car park as quite often they use the pub afterwards. Regarding vehicles parking on pavements etc, he is happy for police to ticket offending cars. <p>(b) Unauthorised use of motorcycles – Sheepway bridlepath. Restricted access PC Clarke had advised the council that she had investigated possible methods of restricting the access on bridlepaths to motorcycles. The installation of a gate was suggested but the council expressed concern that not only would this impact on horse access but also that the council is not responsible for the maintenance or security of these paths.</p> <p>With regard to the paths running adjacent to Portbury Dock, it was suggested that the Dock should be contacted as they monitor the car storage areas with CCTVs. The cameras located on perimeter fences could be used to see if any of the offenders could be identified.</p> <p>Meantime it would be useful if residents kept a log of motorcycles using these paths illegally, as a pattern may emerge which could assist the police in apprehending the parties concerned.</p> <p>(c) Footbridge lighting and access Cllr Meek to arrange a meeting with regard to security lighting. It was drawn to the council's attention that the bridge is also used by motorcycles. Cllr Summerfield will contact the HA with a view to installing some form of access restrictor – a suggestion would be a chicane to prevent motorcycles and also a 'step over' to allow for horse access.</p>	<p>LS</p> <p>JM LS</p>
<p>PC/09/04</p>	<p>(a) Planning Applications <u>09/P/1252/F</u> – 20 Redpoll Drive. Re-positioning of approved boundary wall & to extend the front boundary wall. No objection but attention is drawn to the height of the wall.</p> <p><u>09/P/1344/LUP</u> – Unit 1 Portbury West. Certificate of proposed lawful use for class use B2. PPC regard this application as incomplete, in that, there is no description of the waste, its source and the method of transportation to the site. As the process produces baled plastics, bulk high ash biofuel, glass granules, ferrous and non-ferrous metals, refined low ash biofuel plus inert rejects, it is indicative of at least a component of black bag household refuse with its unpredictable contents. PPC consider that a fully informed decision cannot be made until the true nature of the waste is identified. PPC do not regard a Certificate of Lawful Proposed Use as an adequate tool to deal with such a strategically important application, in that:-</p> <ol style="list-style-type: none"> 1. The proposed use is representative of a change of use and therefore can only be 	<p>ldox</p>

	<p>dealt with by full planning permission and associated Environmental Impact Assessment (EIA). No.1 Bradley Road would appear to have been built for warehouse, storage and distribution and in fact this is a business that could be regarded as conducive to its neighbour's activities in line with its original occupation, believed to be paper packaging and distribution. PPC regard the description of ' A separation process for refined fuel production' as misleading when the true nature of the business would appear to be waste sorting and processing, being completely different in nature from both, the buildings intended and previously utilised purpose, therefore indicative of a change of use. The fact that as part of the process, emissions and contaminated water are produced, with contaminated material both an input and an out-put, is a further illustration of a complete departure from any previous activity conducted on the premises and the need for a change of use status, a planning application and an EIA.</p> <p>2. PPC also believes that the application does not conform to B2 usage, as defined for this structure, and that there is a hazardous element to the process that must be taken into account in this assessment.</p> <p>3. PPC is aware of concerned parties with reference to the environmental impact and others with concerns for the effects on their businesses of siting this activity at this location. The only way of assessing both the actual harm and the perceived harm is with the due process of a full planning application, with a scientifically produced EIA within the public domain. The alternative, to grant the Certificate of Lawful Proposed Use and for the Environmental Agency to licence and monitor (PPC is not a consultee in the EA's licencing process), would be to shroud the whole thing in secrecy and do nothing to waylay people's fears. At a time when we are witnessing a new planning structure as currently being conducted by EON, with full consultation and EIA, in its quest for a Biomass Power Station, to circumnavigate planning controls in this way by a Certificate of Lawful Proposed Use with a modern technology seems wholly inappropriate both in planning terms and public perception. Portbury Parish Council would urge the refusal of this Certificate of Lawful Proposed Use.</p> <p><u>09/P/1267/F</u> – Barns at Moor Farm. Change of use from redundant farm building to dwelling. Amendment to Barn B curtilage, width of building and fenestration on planning permission 07/P/0763/F (part retrospective) and 07/P/0766/LB. No objection</p> <p><u>09/P/1268/LB</u> – as above. No objection</p> <p>(b) Eon Update/Bio Mass Plant and arrangements for Joint Councils meeting The Council will be meeting with Dr L Fox on 08.09.09 to discuss this subject fully and to express its views. Although the council does not object to power generation in principle, the application for a Bio Mass Plant at Portbury Dock has many implications which need to be addressed including the following;</p> <ul style="list-style-type: none"> • The impact on Jct 19 and surrounding road system • The rail network • Local environmental issues • Carbon footprint <p>PPC would also be hosting a meeting with EIG PC and PTC so that the views of local councils could be ascertained. It was suggested that two representatives from each council attend.</p>	<p>Idox</p> <p>Idox</p> <p>Idox</p> <p>PC</p>
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	<p>(c) Garden Decking Several residents have contacted the council with enquiries regarding garden decking. Decking exceeding the height of 300mm does require planning permission; however clarification has been sought in instances where, due to some gardens having steep inclines, the rear of the decking may not exceed 300mm but the front does, giving an appearance of a 'structure' rather than traditionally accepted garden decking . The council have contacted NSC for clarification and are awaiting a response.</p>	LS
PC/09/05	<p>Parish Coordinator/Task Monitor (a) Freedom of Information Regulations Mandy Bishop confirmed that the parish council is a public body and, as such, records are accessible to members of the public. Requests to view records should ideally be in the form of a letter and where possible should define an exact search criteria.</p> <p>On occasion, due to time restrictions, items need to be voted on by the council before the next scheduled parish meeting. In this instance, votes should be made by email to the proposer, with PBS being copied to ensure that a true record is kept.</p>	ALL
PC/09/06	<p>Correspondence NSC – Local Standards Committee. Conference 27.11.09 and 04.12.09 NSC – Local bus service review</p>	Noted Noted
PC/09/07	<p>Maintenance (a) Pot Holes Caswell Lane Follow-up email to Simon Banbury NSC requesting update</p> <p>(b) Village Green Notice Board Vegetation growing in to notice board – 'cut back' required</p>	PBS
PC/09/08	<p>Transport and Traffic (a) Proposed Public Footpath diversion order LA20/79 – Old Warren Farm. The Council object to the proposed diversion due to the following reasons;</p> <ul style="list-style-type: none"> • The existing path from point A on Map No. PPO 107A goes through mixed woodland along the drive, cuts across a field in front of Warren Cottage before skirting around more woodland to join LA 20/78 at Point B. This is a quality path with much diversity of species. • It appears from the map that the owner wishes to remove the footpath almost completely from his land and re-route it around the perimeter. • This diversion would create a path almost twice as long following the hedge line down Portbury Lane from A to C. This is an extremely fast and noisy road and should not be the route of a pleasant footpath to replace the route A to B. 	

	<ul style="list-style-type: none"> • The map gives the impression that Warren Cottage is surrounded by open fields, where in fact there is woodland which not only enhances the view for the walker but also makes walkers less conspicuous from the cottage. • There are other possible diversions of the footpath which would maintain privacy for the owner yet still present an attractive rural path for the walker without completely by-passing the owners land. • The submission states that walkers are disorientated and taking incorrect routes. This suggests that the current footpath is inadequately signed. • However, we do support the creation of a new path from point D to Point E where it joins LA 20/75. This links two paths without the need to walk on the main road. <p>Above comments submitted to NSC in line with a unanimous vote by councillors.</p> <p>(b) 'Beware Children please drive slowly' signs for the village Cllr Meek advised that he had been approached by several residents requesting these traffic signs to be installed; possible sites suggested were Mill Lane and the High Street. Council asked how these signs could be enforced and the general agreement was that this could only be achieved by speed control. Cllr Meek will investigate further with NSC and this item will be discussed again at October's PPC meeting.</p> <p>(c) Accident Black Spot – Portbury Lane The council understands that there has been a further three accidents this week outside of Racecourse Farm. Cllr Summerfield advised the meeting that the council will continue to request NSC to address this unacceptable situation. Cllr Weeks suggested asking NSC for specification of the road surface material and then getting technical advise..</p> <p>(c) Sheepway Speeding. Cllr Tarr was concerned that the main problem is the danger from speeding cars and motor cycles to the increasing number of pedestrians, cyclists and horse riders using the road as a leisure area. It was suggested to talk to Frank Cox about signage etc. A resident said that it had got worse since McDonalds had opened since young lads use the Sheepway as a race track in the evenings.</p>	<p>JM</p> <p>LS</p>
<p>PC/09/09</p>	<p>St Mary's Church and School (a) Church Alarm Cllr Weeks said it was a larger project than imagined due to the church electrical wiring only being on one side of the building. There is just one more siren to install (belfry side) and one PIR (graveyard side). There are also two lights which will light up the roof over the lead on the lower roof. Paul Hennigen has connected the wiring and it will need a Certificate issued later. (request Cllr Summerfield for his contact). Cllr Meek and Brain Weeks just have to complete a night time test. The council agreed that the church will have to keep checking that lead is in situ. A discussion ensued about the use of razor wire around the roof and Cllr Summerfield asked Cllr Meek to look at prices. It was discussed that health and safety could be an issue.</p>	<p>LS</p> <p>JM</p>

<p>PC/09/10</p>	<p>Parish Plan (a) Parish Web Site Councillors commented on a draft webpage layout constructed by Hadyn Johns.</p> <p>Cllr Tarr stated that three areas needed to be addressed.</p> <ul style="list-style-type: none"> • No private details should be included for councillors. Eg phone numbers. • Sara to be trained how to update the website. • The web site to have a name more appropriate to Portbury Council rather than the Parish Plan. • <p>There was also discussion whether Officers, (ROW, NW) should be included but no decision was made.</p> <p>H. Johns said that he could separate the two websites at a later date. There would be a link to the Portbury Village Hall web site created by Alan Vowles. Cllr Summerfield said that he would prefer there not to be too much duplication on each site. It was agreed that a meeting with Alan Vowles should be arranged and further meetings with Haydn and some councillors to discuss the layout of the web site.</p> <p>Haydn John said the annual cost would be £7.99 and it was proposed to adopt a PPC website by Cllr Meek and seconded by Cllr Young. (All in Favour).</p> <p>A new domain name of Portbury-council .com or similar was propose by Cllr Tarr and seconded by Cllr Meek. (all in favour)</p>	<p>HJ ST HJ</p>
<p>PC/09/11</p>	<p>AOB (a) The overgrown footpath alongside Honor Cottage. Cllr Young said that he would make enquiries to find out who is responsible for clearing the path.</p> <p>(b) Elm Tree Park. Mr John Hall has notified PPC by email that he is the representative of the site.</p>	<p>SY Noted</p>
<p>PC/09/12</p>	<p>Date and time of next meeting – 6th October 2009 at 7.30pm</p>	

Meeting finished at 10.07pm.

Portbury Parish Council
114B High Street, Portishead, BS20 6PR
Tel: 01275 815012 portbury_parish_council@hotmail.co.uk