

# Portbury Parish Council

## MINUTES

**Minutes of the meeting held 3rd November 2009**  
**Village Hall, High Street, Portbury**

**Present:**

**Councillors:** Cllr Weekes Cllr Tarr (arrived 8.38pm) Cllr Young Cllr Marshall

**Chairman:** Cllr Summerfield

**Clerk:** Cllr Meek (Minutes taken by Sara Thompson)

**Others:** Mandy Bishop – NSC (left at 9.30pm)  
 Roy Ball – Neighbourhood Watch  
 PC Jenny Clark (left at 7.55pm)  
 5 members of the public  
 Haydn John (arrived at 7.35pm)  
 Mrs Voisey

Meeting commenced at 7.30pm

Apologies received from Cllr Cooke, Rita Summerfield (ROW)

No	Item	Action																																																
PC/11/01	<b>Minutes</b> of October's meeting held 06.10.09 signed as a true record of proceedings.  Proposed: Cllr Young                      Seconded: Cllr Marshall                      All in favour																																																	
PC/11/02	<b>Finance</b> <b>(a) Accounts for authorisation:</b> <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 Oct 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 Nov 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>Bristol Water – 19.03.09 to 30.09.09</td> <td style="text-align: right;">30.61</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">30.61</td> </tr> <tr> <td>NSC – September cuts. Village green &amp; layby</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>Mazars – External audit. Accounts to 31.03.09</td> <td style="text-align: right;">135.00</td> <td style="text-align: right;">20.25</td> <td style="text-align: right;">155.25</td> </tr> <tr> <td>B Weekes – Cut off posts on Oakham Farm Sign</td> <td style="text-align: right;">18.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">18.00</td> </tr> <tr> <td>B Weekes – Refurbishment 2<sup>nd</sup> finger post</td> <td style="text-align: right;">90.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">90.00</td> </tr> <tr> <td>Cllr Summerfield – Exp October</td> <td></td> <td></td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Mileage</td> <td style="text-align: right;">10.83</td> <td style="text-align: right;">0.37</td> <td style="text-align: right;">11.20</td> </tr> <tr> <td style="padding-left: 20px;">Telephone</td> <td style="text-align: right;">7.10</td> <td style="text-align: right;">1.07</td> <td style="text-align: right;">8.17</td> </tr> <tr> <td style="padding-left: 20px;">Parking</td> <td style="text-align: right;">1.10</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">1.10</td> </tr> </tbody> </table>		Nett	VAT	Gross	PBS – Admin during Oct 09	350.00	52.50	402.50	PBS – Coordinator Nov 09	250.00	37.50	287.50	Bristol Water – 19.03.09 to 30.09.09	30.61	0.00	30.61	NSC – September cuts. Village green & layby	75.00	11.25	86.25	Mazars – External audit. Accounts to 31.03.09	135.00	20.25	155.25	B Weekes – Cut off posts on Oakham Farm Sign	18.00	0.00	18.00	B Weekes – Refurbishment 2 <sup>nd</sup> finger post	90.00	0.00	90.00	Cllr Summerfield – Exp October				Mileage	10.83	0.37	11.20	Telephone	7.10	1.07	8.17	Parking	1.10	0.00	1.10	
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	<p>Cllr Summerfield - Exp Sept      Mileage      9.28      0.32      9.60     Telephone      7.06      1.06      8.12  Cllr Young – Daffodil bulbs      27.60      0.00      27.60</p> <p><b>Additional items for authorisation:</b>  B Weekes – Bulb planting      40.00      0.00      40.00</p> <p>Proposed: Cllr Marshall      Seconded: Cllr Weekes      All in favour</p> <p><b>(b) Donation Request</b>  Alzheimer's Society  St Georges Flower Bank</p> <p>It was proposed that each should receive a donation of £50.00</p> <p>Proposed: Cllr Meek      Seconded: Cllr Weekes      All in favour</p>	
<b>PC/11/03</b>	<p><b>Crime &amp; Disorder</b>  <b>(a) Cold Calling</b>  The police and council are keen to implement the 'No Cold Calling Zone' initiative within the parish, the scheme deters 'cold callers' and has been extremely successful in other areas. Signs are placed within the village and on individual properties advising uninvited sales people that they are not welcome. It is hoped that all residents will be keen to adopt this scheme and anticipated commencement would be January 2010. Meantime all residents will be canvassed; explaining the initiative and the positive impact that it will have on the community.</p> <p>The council consider the scheme to be an excellent idea which may help in preventing opportunistic break-ins and generally improve security within the village.</p> <p><b>(b) Crime Log</b>  The council were pleased to hear that reported crime had been low in October; one theft in Portbury and a couple in Portbury Dock.</p> <p><b>(c) Footbridge Lighting</b>  A light cell had been removed again from a footbridge light making the village side of the bridge extremely dark – PBS has requested SEC to repair. As the subject of lighting in this area is an 'active' issue on the task monitor, Cllr Summerfield advised that he will liaise with SEC and NSC to find to discuss further. Mandy Bishop will contact Adam Wood regarding the council's suggestion of an additional street lamp.</p>	<b>LS/MB</b>
<b>PC/11/04</b>	<p><b>Parish Plan and Website</b>  <b>(a) Parish Website</b>  All councillors agreed to supply their photos for loading on to the website and were requested to forward these to PBS; Mandy Bishop and Roy Ball are also to be included. PBS will contact Brian Weekes to see if he would like to be added.</p> <p>Enquiries will continue to be directed through the Parish Council's office and therefore only PBS contact details will be displayed.</p>	<b>All PBS</b>

	<p>Whilst the subject of 'external website links' was discussed, concern was raised over a piece in the NSC Life magazine regarding the suggested parking areas for visitors wishing to enjoy the walks through Priors Wood. The article suggested the Mill Lane and Mill Close would be ideal areas, the council disagree with this comment as parking is already a contentious issue within the village and would much prefer a dedicated parking area for visitors. Cllr Weekes advised that he would pass the council's comments on to Avon Wildlife and Many Bishop would speak to the Life editorial team to suggest that the council may wish to proof read similar articles before publication in the future.</p> <p>Hayden to be updated with current news issues etc for uploading to the site.</p> <p><b>(b) Parish Plan</b> Haydn continues to develop the Plan.</p>	<p>MB/RW</p>
<p>PC/11/05</p>	<p><b>(a) Planning Applications</b> <b>09/P/1668/F</b> – 8 Forge End. Erection of 2.5m high boundary fence (retrospective)</p> <p>1/. The applicant suggests that this fence was necessary to retain dogs, but it is difficult to understand why it needs to be a <u>minimum</u> height of 6 feet for this purpose?</p> <p>2/. It is understood that a significant length of old boundary hedgerow was destroyed to erect this fence, when possibly the addition of stock proof fencing may have been adequate for dog control.</p> <p>3/. Panelled fencing is difficult to apply to a boundary which is situated on a very steep slope and in this case presents a fairly stark contrast to the rural landscape and becomes visually obtrusive.</p> <p>4/. Constructing this boundary with 6 foot panels has inevitably resulted in some areas exceeding 8 feet in height which is above the maximum permitted development planning height and resulted in this retrospective application.</p> <p>5/. The applicant has supplied photos which states that they are taken from the first floor of the building. Whereas this affords a good overall view of the fencing it may not give the same perspective of height if viewed from the garden.</p> <p>6/. The boundary fences are built in an East / West direction which means that the immediate adjacent neighbours are offered a different perspective both from a rural view and sunlight. One neighbour is on the south side of the fencing and will have little interruption of rural views or sunlight whilst the neighbour on the north side of the fencing will have restricted views and perhaps significant shading, particularly in the winter sun.</p> <p>7/. PPC therefore recommend rejection of this application</p> <p>In favour of objection – 5 (4 plus one proxy vote) In favour of approval – 2 (1 plus one proxy vote)</p> <p><b>09/P/1671/F</b> – Oakham Farm. Erection of a 2 storey extension to existing building <b>Cllr Young declared an interest.</b> Extension to existing museum to provide-</p>	<p>ldox</p>

Entrance Foyer, display areas, workshop and restoration room, kitchen, toilets and improved cafe area, education and technical information room, additional outside parking and landscaping.

As Oakham Farm resides in Green Belt the presumption would be against development unless a proven need/special circumstances exist. PPC were of the opinion that the extension to the cafe and the provision of a kitchen fulfilled this need. However this only forms a small component of a very large building (existing 2494 sq.m, Additional proposed 2108 sq m ) almost doubling the development. It was felt by PPC that the size was disproportionate to the need to justify a breach in the Green Belt. The council were also concerned that the building was functional in nature and would have preferred a more robust construction in keeping with the farmhouse. An important factor within the application was the potential of an additional 15 jobs. While the council thought that this was a highly desirable aspiration, given the financial statement,

*'Income streams from the Museum in the first six months after ' launch', together with the income generated from the small coffee shop in the museum, are insufficient to meet the level of fixed costs that the business has to meet (excluding any set up costs).'*

PPC are concerned that this scale of additional employment would not be achievable. To approve this application would create a precedent that others would wish to exploit. PPC remain committed to protecting the Green Belt and would therefore recommend refusal. Because of the scale and nature of this application the council would request that it be called in to full committee.

In favour of objection – 5 ( 4 plus one proxy  
In favour of approval – 1  
One abstention

**09/P/1705/F** – 39 Caswell Lane. Erection of detached double garage & extensions  
**Cllr Weekes declared an interest and left the room**

The council's initial observations are that the proposed extensions will increase the current footprint by approx 150% and that the garage extension will protrude beyond the building line. Whilst the council appreciate that the existing dwelling probably should be extended to provide responsible accommodation, it considers the proposed scale of expansion to be too large.

Proposal to object to this application

In favour of objection – 5  
In favour of approval - 1 (proxy)  
One abstention

**(b) Eon Biomass plant – Joint Response**

Due to time restraints for replying to this application, it was decided that, with the approval of EIG council, the letter prepared by PTC should be used as the agreed response. PPC can then follow this with its own letter voicing the council's concerns.

**(c) National Grid – Hinckley C Connection**

Due the inaccuracies regarding the routing of the proposed pylons during the original presentation by the National Grid, another one will be held in Portbury on 18.11.09 in the village hall where revised plans will be displayed.

PC

<b>PC/11/06</b>	<b>Parish Coordinator/Task Monitor</b> Nothing to report	
<b>PC/11/07</b>	<b>Correspondence</b> CPRE Annual Report Forest of Avon - The End of an Era Society of local Council Clerks NSC – Local Standards Conference NSC – Local Aggregate Levy Sustainability Fund Grants	<b>Noted</b> <b>Noted</b> <b>Noted</b> <b>Noted</b> <b>Noted</b>
<b>PC/10/08</b>	<b>Maintenance</b> (a) Allotment Association – No further updates (b) Waste/recycling collection – NSC propose to offer a full recycling service commencing April 2010. Home owners will be encouraged to recycle by means of separating food, garden, recyclable and non recyclable waste and will be provided with wheelie and waste bins for collection on either a weekly or fortnightly basis. The Council understand that the use of wheelie bins will not be mandatory and that there will be room for flexibility.	
<b>PC/11/09</b>	<b>Transport and Traffic</b> (a) 'Beware Children please drive slowly' signs for the village. Due to regulations regarding signage/location etc, Mandy Bishop will request that Adam Wood NSC contacts Cllr Meek to confirm requirements. (b) Portbury lane- Total accidents have now exceeded 63 over the past 2 years. It was acknowledged that PPC are continuing to encourage NSC to be more proactive on this issue to prevent the inevitable fatal accident. VAS signs are to be installed in two weeks, however residents felt that the local press should now be involved to raise the profile.	<b>MB</b>
<b>PC/11/10</b>	<b>St Mary's Church and School</b> The estimate for the recent lead loss is likely to exceed £30k if the organ damage is taken into account. The cost of the roof repair is approximately £6600 but the two other estimates have not yet been obtained. There was increasing concern that the roof is not yet repaired with the approaching winter. Fund allocation for church assistance was discussed but council were unhappy that further funds were committed until discussion had taken place with the vicar Ruth Legg.	<b>LS</b> <b>PC</b>
<b>PC/11/11</b>	<b>AOB</b> <b>(a) Christmas – Trees, lights &amp; meal</b> It was agreed that two Christmas trees would be purchased and erected by Brian. The lights would be discussed to search for improvements over last years efforts. As most councillors were present the opportunity was taken to ask if they wished to attend a Christmas meal at The Priory Pub. It was agreed to arrange and invite NSC / PBS to join us. (at our own cost)  <b>(b) RPD meeting debrief</b> Cllr Meek was unable to attend the last meeting so a debrief was not possible.	

	Furthermore Cllr Meek considered that his current workload did not permit him to continue as RPD officer and Cllr Young volunteered to take over the post.	
<b>PC/11/12</b>	<b>Date and time of next meeting – 1st December 2009 at 7.30pm</b>	

**Meeting finished at 10.05pm**  
**Portbury Parish Council**  
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