

Portbury Parish Council

MINUTES

Minutes of the meeting held 1st June 2010
Village Hall, High Street, Portbury

Present:

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

Chairman: Cllr Summerfield

Clerk: Cllr Meek - Minutes taken by Sara Thompson (arrived at 7.45pm)

Others: Mandy Bishop NSC – arrived at 7.40pm
 Mr R Ball – Neighbourhood Watch
 PCSO Graham Roberts – arrived at 7.45pm
 Brian Weekes

3 Members of the public

Meeting commenced at 7.30pm

Apologies received from Haydn John

No	Item	Action																								
PC/06/01	<p>Minutes of May's meeting held 04.05.10 signed as a true record of proceedings.</p> <p>Proposed: Cllr Cooke Seconded: Cllr Weeks All in favour</p> <p>Minutes of PPC's AGM held 06.04.10 signed as a true record of proceedings.</p> <p>Proposed: Cllr Cooke Seconded: Cllr Meek All in favour</p>																									
PC/06/02	<p>(a) Accounts for Authorisation</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td>PBS – Administration/Coordinator June 10</td> <td style="text-align: right;">800.00</td> <td style="text-align: right;">140.00</td> <td style="text-align: right;">940.00</td> </tr> <tr> <td>Brian Weekes – Maintenance/trimming April 10</td> <td style="text-align: right;">96.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">96.00</td> </tr> <tr> <td>Brian Weekes – Litter picking/maintenance May 10</td> <td style="text-align: right;">162.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">162.00</td> </tr> <tr> <td>NSC – 2 Village Green and 1 layby cut – April 2010</td> <td style="text-align: right;">76.88</td> <td style="text-align: right;">13.45</td> <td style="text-align: right;">90.33</td> </tr> <tr> <td>Cllr Summerfield – Exp April/May Travel</td> <td style="text-align: right;">6.16</td> <td style="text-align: right;">0.24</td> <td style="text-align: right;">6.40</td> </tr> <tr> <td style="padding-left: 100px;">Telephone</td> <td style="text-align: right;">10.29</td> <td style="text-align: right;">1.81</td> <td style="text-align: right;">12.10</td> </tr> </table>	PBS – Administration/Coordinator June 10	800.00	140.00	940.00	Brian Weekes – Maintenance/trimming April 10	96.00	0.00	96.00	Brian Weekes – Litter picking/maintenance May 10	162.00	0.00	162.00	NSC – 2 Village Green and 1 layby cut – April 2010	76.88	13.45	90.33	Cllr Summerfield – Exp April/May Travel	6.16	0.24	6.40	Telephone	10.29	1.81	12.10	
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	<p>Cllr Tarr – Telephone expenses. July 09 to April 10 Grass seed</p> <p style="text-align: right;">27.07 4.74 31.81</p> <p>All accounts authorised for payment</p> <p>Proposed: Cllr Cooke Seconded: Cllr Meek All in favour</p> <p>(b) Financial Statements 1st April 2009 to 31st March 2010 Cllr Meek and Sara Thompson gave a short presentation regarding the previous year's financial statements and sought approval on the following;</p> <p>a. Reappointment of Internal Auditors – Drower & Co Accountants</p> <p>Proposed: Cllr Summerfield Seconded Cllr Cooke All in Favour</p> <p>b. Approval of the Annual Governance Statement and Accounting Statements The Responsible Finance Office (Cllr Meek) read out the Annual Governance Statements including item 1 to 9 and which were approved by the Parish Council</p> <p>Proposed: Cllr Meek Seconded: Cllr Young All in favour</p> <p>The Accounting Statements for submission to the External Auditor were presented and the Parish Council agreed that they gave an accurate account of the Council's financial position.</p> <p>Proposed: Cllr Tarr Seconded: Cllr Cooke All in favour</p> <p>c. Procedure and effectiveness of Internal Audit The procedure, implemented in conjunction with the council's risk assessment, was deemed to be effective.</p> <p>Proposed: Cllr Tarr Seconded: Cllr Meek All in favour</p> <p>d. Approval of Receipts and Payments Account and Balance Sheet The council agreed that the accounts were a true representation</p> <p>Proposed: Cllr Tarr Seconded: Cllr Cooke All in favour</p> <p>(c) Village Green Wall Having received three quotations it was unanimously agreed that the wall would be repaired and not replaced. Cllr Young would coordinate final quotations.</p>	SY
PC/06/03	<p>Crime and Disorder</p> <p>(a) PCSO Roberts advised that there had been a burglary in Sheepway and was aware of a theft from a house in Priory Road.</p> <p>(b) The council were advised that the police had planned dates for Speedwatch and that they would be active within the community in the near future.</p> <p>(c) Mr Ball advised that the next PACT meeting would be on 09.06.10, with subsequent meetings be held every three months thereafter (1st Monday of that month) and that this would run through to June 2011.</p> <p>(d) Cllr Young advised that several youths were displaying anti-social behaviour within the village; stone throwing etc and requested PSCO Roberts follow this up.</p>	

PC/06/04	<p>Parish Plan and Website (a) Mr John had sent his apologies as he was unable to attend the meeting but had advised that the website had been updated.</p>	
PC/06/05	<p>(a) Application: Granted/withdraw/refused 10/P/0488/F Land adjacent to Elm Tree Farm. Construction of parking and track Granted</p> <p>10/P/0754/F Russet Chapel – Change of use from workshop to holiday cottage. Cllr Weeks declared an interest and left the room. The applicant, Mr Ireland, addressed the council and gave reasons as to why he had applied for a change of use. The council unanimously agreed to this application subject to the property remaining within the tourist support industry.</p> <p>10/P/0817/F Newlyn, Mill Lane – Removal of condition 1 of planning permission ref 1862 Cllr Young declared an interest and left the room. After a brief discussion, the council agreed not to object to this application.</p> <p>Proposed: Cllr Weeks Seconded: Cllr Cooke All in favour</p> <p>10/P/0828/F 15 Mill Close – Erection of single storey rear and double storey side extension. In principle, the council do not object to this application but would respectfully request that NSC Planning Department be mindful regarding the 50% area increase guide lines.</p> <p>Proposed: Cllr Tarr Seconded: Cllr Young All in favour</p> <p>(b) National Grid – meeting debrief (18.05.2010) Cllrs Summerfield and Cook had represented PPC at the meeting hosted by the IPC. Although they found the meeting to be well presented, the Q & A session appeared to be less helpful - it was apparent that subsea and underground routing options were not open to further discussion.</p> <p>(c) Eon Biomass - update The current application is undergoing revision with regard to traffic movements/Jct 19. Cllr Ashton (NSC) and Graham Turner (NSC) have organised a presentation, on the 09.06.10, where traffic issues will be one of the subjects discussed. At the meeting, the council will request clarification as to how the Ashlands S106 funds will be used in conjunction with the funding from Eon with regard to Jct 19 development.</p>	<p>Noted</p> <p>Idox</p> <p>Idox</p> <p>Idox</p>
PC/06/06	<p>Parish Coordinator/Task Monitor (a) Task monitor to be updated</p>	<p>PBS</p>
PC/06/07	<p>Correspondence Summary NSC Parish Voice – Future dates of North Area Committee meeting 2010/11 NSC Town and Parish Council Development Control Workshop 09.06.10 NSC Library service review – Mandy Bishop (NSC) advised that the proposed service for Portbury would be a mobile library visit to one location on a fortnightly basis. Society of Local Council Clerks – Cemetery Management Course 30.06.10</p> <p>The council had also received email correspondence from NSC regarding the review of the</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>ST</p>

	<p>Licensing Authority Street Trading Scheme. Cllr Tarr to draft a response referring to;</p> <p>a. If rules are made as a condition of granting a Street Trading licence then they should be enforced and breaches of the consent taken very seriously with a view to removing a licence if they are ignored.</p> <p>b. PPC would like certain sites to be designated by N-Somerset Council as unsuitable for street trading purposes and to review the operation of any street trading licence that is current (or which may be contemplated) in respect of them.</p>	
PC/06/08	<p>Maintenance</p> <p>(a) Gordano Rugby Club – litter left after use of playing field. As the rugby season has now finished it is no longer an urgent issue, however the club does need to be reminded to tidy up after training and also that the playing field cuts need to be continued throughout the summer months.</p> <p>(b) Brian Weekes advised the council that the gate to the playing field has now been erected and that a set of keys will be given to the rugby club/Sportsfields.</p>	
PC/06/09	<p>Transport and Traffic</p> <p>(a) M5 Jct 19 development – ‘No right turn’. The council have yet to be officially advised of this scheme and will await for further details before commenting.</p> <p>(b) Parking – Priors Wood. The council will invite Avon Wildlife to attend July’s PPC meeting so that these issues, and others, can be addressed.</p>	RW
PC/06/10	<p>St Mary’s School and Church</p> <p>The Church are to hold a flower festival, details advertised in the NS, all welcome.. There was nothing recorded regarding St Mary’s School</p>	
PC/06/11	<p>AOB</p> <p>No Items raised under AOB</p>	
PC/06/12	<p>Date and time of next meeting – 6th July 2010 commencing at 7.30pm</p>	

Meeting finished at 9.42pm
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