

Portbury Parish Council

MINUTES

Minutes of the meeting held 2nd November 2010
Village Hall, High Street, Portbury

Present:

Councillors: Cllr Weeks Cllr Cooke Cllr Young Cllr Tarr Cllr Marshall (arrived at 7.34pm)

Chairman: Cllr Summerfield

Clerk: Cllr Meek - Minutes taken by Sara Thompson

Others: Mandy Bishop – NSC
 Roy Ball – Neighbourhood Watch
 Haydn John
 Brian Weekes
 PCSO Charlotte Thompson (left the meeting at 8.50pm)

One member of the public

Meeting commenced at 7.30pm

No	Item	Action																																												
PC/11/01	Minutes of October's meeting held 05.10.10 signed as a true record of proceedings. Proposed: Cllr Cooke Seconded: Cllr Meek All in favour																																													
PC/11/02	(a) Payments for Authorisation <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;"></th> <th style="text-align: right; width: 10%;"><u>Nett</u></th> <th style="text-align: right; width: 10%;"><u>VAT</u></th> <th style="text-align: right; width: 10%;"><u>Gross</u></th> </tr> </thead> <tbody> <tr> <td>PBS – Administration/Coordinator Nov 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 Oct 2010</td> <td style="text-align: right;">150.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">150.00</td> </tr> <tr> <td>Connaught – Bins Aug 10</td> <td style="text-align: right;">16.00</td> <td style="text-align: right;">2.80</td> <td style="text-align: right;">18.80</td> </tr> <tr> <td>NSC – Oct cuts village green & layby</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>Mazars – Fee note audited accounts ending 31.03.10</td> <td style="text-align: right;">135.00</td> <td style="text-align: right;">23.62</td> <td style="text-align: right;">158.62</td> </tr> <tr> <td>CPRE membership renewal</td> <td style="text-align: right;">29.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">29.00</td> </tr> <tr> <td>Cllr Summerfield September 10 - expenses. Mileage</td> <td style="text-align: right;">9.44</td> <td style="text-align: right;">0.16</td> <td style="text-align: right;">9.60</td> </tr> <tr> <td style="padding-left: 40px;">Telephone & office</td> <td style="text-align: right;">23.82</td> <td style="text-align: right;">4.18</td> <td style="text-align: right;">28.00</td> </tr> <tr> <td>Cllr Summerfield October 10 – expenses Mileage</td> <td style="text-align: right;">15.40</td> <td style="text-align: right;">0.40</td> <td style="text-align: right;">16.00</td> </tr> <tr> <td style="padding-left: 40px;">Telephone</td> <td style="text-align: right;">5.87</td> <td style="text-align: right;">1.03</td> <td style="text-align: right;">6.90</td> </tr> </tbody> </table>		<u>Nett</u>	<u>VAT</u>	<u>Gross</u>	PBS – Administration/Coordinator Nov 10	800.00	140.00	940.00	Brian Weekes – Maintenance Oct 2010	150.00	0.00	150.00	Connaught – Bins Aug 10	16.00	2.80	18.80	NSC – Oct cuts village green & layby	76.88	13.45	90.33	Mazars – Fee note audited accounts ending 31.03.10	135.00	23.62	158.62	CPRE membership renewal	29.00	0.00	29.00	Cllr Summerfield September 10 - expenses. Mileage	9.44	0.16	9.60	Telephone & office	23.82	4.18	28.00	Cllr Summerfield October 10 – expenses Mileage	15.40	0.40	16.00	Telephone	5.87	1.03	6.90	
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	<p>Proposed: Cllr Tarr Seconded: Cllr Cooke All in favour</p> <p>MS Therapy Centre – donation request. The centre, based in Nailsea, is run as a charity and does not receive funding from neither the government nor NHS. The Council acknowledges the benefits that this centre provides to MS sufferers and are pleased to donate the sum of £100.</p> <p>Proposed: Cllr Tarr Seconded: Cllr Meek All in favour</p> <p>(b) Village Hall Funding</p> <p>Minutes of Finance Working Party held 14.10.10 – approved as a true record of proceedings;</p> <p>Proposed: Cllr Tarr Seconded: Cllr Meek All in favour</p> <p>Cllrs Meek and Young declared an Interest</p> <p>Ratification of the In principle offer of £12000 (inc VAT), subject to conditions being accepted by Portbury SCC and Trustees. Cllr Tarr confirmed that, as a result of the Finance Working Party held 14.10.10, the Council agreed to make an in-principle offer of funding of up to £12,000 including VAT towards the cost of the Phase I project to refurbish the skittle alley and lounge area of the Village Hall, as set out in the Social Club Committee's application to the Parish Council dated 12th October 2010.</p> <p>The offer would be made with certain conditions attached including; legal, contractual and financial responsibilities. The first draft had been circulated for comment, with the final draft being agreed on 29.10.10. Mr Phipps, Trustee, presented PPC's offer to the SCC on 01.11.10 whereupon it was unanimously accepted.</p> <p>Proposal to ratify the offer of £12000 (inc VAT) to Portbury SCC and Trustees.</p> <p>Proposed: Cllr Tarr Seconded: Cllr Cook</p> <p>Five in favour – Two abstentions</p> <p>Letter to be sent to Ms Andrea Ireland, Chair of SCC confirming same with signed copy of acceptance to be returned to the parish office.</p>	
<p>PC/11/03</p>	<p>Crime and Disorder</p> <p>PSCO Charlotte Thompson updated the meeting regarding monthly crime figures. There had been a theft of a motor vehicle from the Sheepway but the main concern was the number of motor accidents on Portbury Lane. Cllr Summerfield advised that a meeting was being planned between all relevant parties in the near future – road surface, signs, drainage and speed would be key topics discussed.</p>	

	<p>Cllr Weeks to prepare a draft reply in favour of this application</p> <p>10/P/1808/F 37 Marjoram Way, Portishead – Erection of single storey rear/side extension. Having reviewed the application, all Councillors felt that the proposed extension encroached on to the neighbouring boundary. The extension roofline and loss of parking spaces were also discussed.</p> <p>Proposal to object this application</p> <p>Proposed: Cllr Tarr Seconded: Cllr Weeks All in favour</p> <p>NSC – Core Strategy Consultation Draft key changes – comments required by 22.11.10 NSC – Information requirements for planning applications – Local list NSC – Housing Settlement Strategy</p> <p>As the above topics are relevant to each other, Cllr Weeks will prepare a draft reply to each for the Council's approval.</p>	<p>ldox</p> <p>RW</p>
PC/11/06	<p>Parish Coordinator/Task Monitor Cllr Tarr and PBS will review/update the 'task monitor'</p>	<p>ST/ PBS</p>
PC/11/07	<p>Correspondence Summary Nil</p>	
PC/11/08	<p>Maintenance</p> <ol style="list-style-type: none"> Rubbish bins in Mill Close require emptying – Mandy Bishop to follow up Gullies in Portbury Lane still blocked – Mandy Bishop to follow up New grit bins outstanding – PBS to follow up availability with NSC Erosion of the Sheepway layby verge to be addressed 	<p>MB MB PBS ST/BW</p>
PC/11/09	<p>Transport and Traffic</p> <p>Footbridge lighting – Cllr Summerfield had met with Arthur Read of NSC regarding the ongoing issue of the footbridge lighting. It is unlikely that integral, bulk head lights will be installed due to H & S /cost implications and that the only current option available would be lights with reflectors, mounted on pillars, at either end of the bridge. It was suggested that the Parish Council may have to meet the cost which would be in the region of £2000 per light. Council agreed that Nigel Ashton should be brought on –board to discuss further.</p>	<p>LS</p>
PC/11/10	<p>St Mary's School and Church Cllr Marshall thanked Brian Weekes for the repairs made to the lytch gate and reminded councillors of forthcoming events; band concert, Remembrance Sunday and the carol service.</p>	

<p>PC/11/11</p>	<p>AOB NSC Consultation - Parish Liaison Officers (PLO). NSC are reviewing the function of the PLO in relation to NSC Area Officers, this is a periodic review to allow opinions to be assessed. The role of the PLO is general and broad, whereas the Area Officer is restricted to dealing with issues dealt with by NSC Streets & Open Spaces. PPC values the role of each officer but when replying to the consultation will request that they remain as separate points of contact. The Council feels the PLO acts as an invaluable interface between the parish and NSC and the assistance that they offer could not be replaced if the roles were integrated. Cllr Tarr to draft a response.</p> <p>Cllr Marshall advised that pigs were eating the bark from the trees at the Paddock Lakes site and apart from destroying a screening belt there was concern that this may also indicate that the pigs were not getting sufficient food. Cllr Young suggested that pigs would eat the bark irrespective of food availability. It was further noted that the pigs were stripping the ground covering from the railway bridge embankment and that land slippage was evident.</p>	<p>ST</p>
<p>PC/11/12</p>	<p>Date and time of next meeting – 7th December 2010 at 7.30pm</p>	

Meeting finished at 9.30pm
Portbury Parish Council
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