

Portbury Parish Council

MINUTES

Minutes of the meeting held 1st February 2011
Village Hall, High Street, Portbury

Present:

Councillors: Cllr Tarr (arrived at 8.13pm) Cllr Cooke Cllr Weeks Cll Marshall

Chairman: Cllr Summerfield

Clerk: Minutes taken by Sara Thompson

Others: Mandy Bishop - NSC
 Roy Ball – Neighbourhood Watch
 Brian Weekes
 4 members of the public (two arriving at 7.55pm)

Meeting commenced at 7.30pm

Apologies received from Cllr Young, Cllr Meek, Mr John and PC Clarke

No	Item	Action																																
PC/02/01	Minutes January's meeting held 11.01.11 signed as a true record of proceedings. Proposed: Cllr Cooke Seconded: Cllr Summerfield All in favour																																	
PC/02/02	<u>(a) Payments for Authorisation</u> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"></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 Feb 11</td> <td style="text-align: right;">800.00</td> <td style="text-align: right;">160.00</td> <td style="text-align: right;">960.00</td> </tr> <tr> <td>Fountain Environmental – dog bins Nov 10</td> <td style="text-align: right;">16.00</td> <td style="text-align: right;">2.80</td> <td style="text-align: right;">16.80</td> </tr> <tr> <td colspan="4">Two additional items for authorisation;</td> </tr> <tr> <td>Brian Weekes – maintenance Jan 11</td> <td style="text-align: right;">120.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">120.00</td> </tr> <tr> <td>Cllr Summerfield's expenses Jan 11</td> <td></td> <td></td> <td></td> </tr> <tr> <td style="padding-left: 40px;">Travel</td> <td style="text-align: right;">2.93</td> <td style="text-align: right;">0.27</td> <td style="text-align: right;">3.20</td> </tr> <tr> <td style="padding-left: 40px;">Telephone</td> <td style="text-align: right;">5.70</td> <td style="text-align: right;">1.15</td> <td style="text-align: right;">6.75</td> </tr> </tbody> </table> Proposed: Cllr Cooke Seconded: Cllr Marshall All in favour		<u>Nett</u>	<u>VAT</u>	<u>Gross</u>	PBS – Administration/Coordinator Feb 11	800.00	160.00	960.00	Fountain Environmental – dog bins Nov 10	16.00	2.80	16.80	Two additional items for authorisation;				Brian Weekes – maintenance Jan 11	120.00	0.00	120.00	Cllr Summerfield's expenses Jan 11				Travel	2.93	0.27	3.20	Telephone	5.70	1.15	6.75	
	<u>Nett</u>	<u>VAT</u>	<u>Gross</u>																															
PBS – Administration/Coordinator Feb 11	800.00	160.00	960.00																															
Fountain Environmental – dog bins Nov 10	16.00	2.80	16.80																															
Two additional items for authorisation;																																		
Brian Weekes – maintenance Jan 11	120.00	0.00	120.00																															
Cllr Summerfield's expenses Jan 11																																		
Travel	2.93	0.27	3.20																															
Telephone	5.70	1.15	6.75																															

	<p>(b) Finance Meeting held 20.01.11 Approval of Minutes regarding budget and precept request for financial year 2011/12 signed as a true record of proceedings</p> <p>Proposed: Cllr Weeks Seconded: Cllr Cooke All in favour</p> <p>Precept – Review of Band D equivalent dwellings remaining within the boundary of Portbury. During the review of the number of properties within Portbury, post boundary change, councillors believe that there is a shortfall of approx thirty Band D equivalent properties being allocated to the parish. The Council are keen for NSC to acknowledge these additional houses, as in doing so would increase the precept received by approx £1200. Mandy Bishop will follow up with Peter Sloman, Head of Finance NSC.</p> <p>(c) Drower & Co Accountants Approval of above the company to act as Internal Auditors to the Parish Council for financial year 2011/12</p> <p>Proposed: Cllr Weeks Seconded: Cllr Cooke All in favour</p> <p>(d) Community Spaces Development Project The Council have been fortunate enough to be offered a grant of £27K from North Somerset Council for the purchase and installation of play ground equipment. Before accepting these funds, the Council has reviewed its responsibilities with regard to insurance and maintenance, and are also in the process of seeking permission from the playing field landlord, Newcombe Estates, to allow such a scheme to be located on their land.</p> <p>Should the scheme proceed, the Council would be pleased for Brian Weekes to act as interface between themselves and NSC, as Brian has a wealth of experience in this type of installation.</p> <p>Proposal – On receipt of Newcombe Estates written permission to use part of the playing field as a play area, the ‘acceptance of funding’ will be returned to NSC.</p> <p>Proposed: Cllr Summerfield Seconded: Cllr Weeks All in favour</p>	MB
PC/02/03	<p>Crime and Disorder</p> <p>(a) PC Clarke was unable to attend but had advised Councillors by email that there had been no reported crimes during January 2011.</p> <p>(b) Mr Ball reported two recent incidents of ‘cold calling’ within the village. Although it was noted that a designated ‘no cold calling’ area is advisory only, the question was asked as to whether the culprit could be asked to leave the parish, or did it apply only to the premises that they were visiting at the time. Cllr Cooke to seek clarification from PC Clark</p>	PC

	encapsulate as many quorate views into a letter for circulation to Nigel Ashton.	
PC/02/10	St Mary's School and Church	
PC/02/11	<p>AOB</p> <p>(a) Car Trader – Adjacent to Higgins Industrial site. (heard after item PC/02/01). A resident was invited to address the Council as they had concerns regarding the car trading business operating from an Industrial unit on the approach to Higgins Industrial yard. It had been noted that car movements had increased considerably and what once appeared to have been a low key, prestigious, used car retail outlet had become a site for a busy, general car dealer.</p> <p>Up to 20 cars, possible more, were being washed at the premises on a daily basis, with waste water being allowed to flow through in to a ditch. The question of negative, environmental impact was raised – Mandy Bishop would liaise with EA to ascertain their thoughts on this matter.</p> <p>Due to the numbers of cars owned by the trader, parking was also an issue. The premises itself did not have the space to accommodate all the vehicles and it was suggested that the surrounding roads were being used as an 'overflow' car parking facility.</p> <p>After discussion, as the understanding is that the premises in question is licensed for use as a place of light industry/storage, the Council requested Mandy Bishop to refer this item to NSC Planning Enforcement for further investigation.</p> <p>(b) Street Party – April 29th 2011 PPC voted to support this initiative which is being organised by a member of the Social Club. PPC's current third party liability insurance will cover this one off event.</p>	<p>MB</p> <p>MB</p>
PC/02/12	Date and time of next meeting – 1st March 2011 at 7.30pm	

Meeting finished at 9.50pm
Portbury Parish Council
114B High Street, Portishead, BS20 6PR
Tel: 01275 815012 portbury_parish_council@hotmail.co.uk