

# Portbury Parish Council

## MINUTES

Minutes of the meeting held 3<sup>rd</sup> April 2012  
Village Hall, High Street, Portbury

**Present:**

**Councillors:** Cllr Tarr      Cllr Marshall      Cllr Young

**Chairman:** Cllr Cooke

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

**Others:** Brian Weekes  
Mr R Ball  
Mandy Bishop NSC  
Mr Summerfield  
Haydn John  
Three members of the public  
PCSO Roberts – left at 7.44 pm  
Sharon Worthy – left at 7.55pm

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Meeting commenced at 7.30pm

Apologies received from Cllr Weeks

No	Item	Action
PC/04/01	Minutes of March's meeting held 06.03.12 signed as a true record of proceedings. Proposed: Cllr Tarr                      Seconded: Cllr Meek                      All in favour	

<p><b>PC/04/02</b></p>	<p><b><u>Play Scheme</u></b></p> <p>(a) Sharon Worthy advised that a section of path to the play area had now been laid and the finished result was very good. With the relocation of the goal posts, closer to the area, the site was proving to be very popular and well used.</p> <p>An item of play equipment for small children remains outstanding. Sharon advised that she will attend the next Community Café to identify which piece would prove to be most popular with families.</p> <p>(b) Dog Anti-fouling Campaign. The campaign was proving to be a success and there had been a noticeable increase in the removal of dog mess by owners. It was suggested that a dog bin should be provided for use in the play area as the rubbish bin was currently being used, making the task of emptying very unpleasant for Brian. Mandy Bishop would seek costs from NSC for the supply only.</p> <p>Pets at Home has kindly donated a thousand packs of doggie bags which will be distributed on receipt and, in his next article for Gordano Living, Cllr Cooke will be pleased to acknowledge this kind gesture.</p>	<p><b>MB</b></p> <p><b>PC</b></p>																																																
<p><b>PC/04/03</b></p>	<p><b><u>Accounts</u></b></p> <p>(a) <b>Payments for Authorisation</b></p> <table border="0"> <thead> <tr> <th></th> <th style="text-align: right;"><b><u>Nett</u></b></th> <th style="text-align: right;"><b><u>VAT</u></b></th> <th style="text-align: right;"><b><u>Gross</u></b></th> </tr> </thead> <tbody> <tr> <td>PBS – Administration/Coordinator April 2012</td> <td style="text-align: right;">795.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">795.00</td> </tr> <tr> <td>Fountains – dog bins February 12</td> <td style="text-align: right;">16.20</td> <td style="text-align: right;">3.20</td> <td style="text-align: right;">19.20</td> </tr> <tr> <td>Brian Weekes – Maintenance Mar 12</td> <td style="text-align: right;">119.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">119.00</td> </tr> <tr> <td>David James – 01.04.12 to 30.06.12</td> <td style="text-align: right;">212.50</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">212.50</td> </tr> <tr> <td>Bristol Water – allotments</td> <td style="text-align: right;">28.27</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">28.27</td> </tr> <tr> <td>PVH – Hall rental Jan Feb March 12</td> <td style="text-align: right;">78.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">78.00</td> </tr> <tr> <td>Sharon Worthy – Spray Paint</td> <td style="text-align: right;">21.52</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">51.52</td> </tr> <tr> <td>Sharon Worthy – Play Scheme (Fixtures &amp; Fittings)</td> <td style="text-align: right;">42.49</td> <td style="text-align: right;">8.46</td> <td style="text-align: right;">50.95</td> </tr> <tr> <td colspan="4">Additional item for authorisation;</td> </tr> <tr> <td>SEC – Lighting Maintenance 4<sup>th</sup> quarter</td> <td style="text-align: right;">43.88</td> <td style="text-align: right;">8.78</td> <td style="text-align: right;">52.66</td> </tr> <tr> <td colspan="2">Proposed: Cllr Cooke</td> <td>Seconded: Cllr Meek</td> <td>All in favour</td> </tr> </tbody> </table>		<b><u>Nett</u></b>	<b><u>VAT</u></b>	<b><u>Gross</u></b>	PBS – Administration/Coordinator April 2012	795.00	0.00	795.00	Fountains – dog bins February 12	16.20	3.20	19.20	Brian Weekes – Maintenance Mar 12	119.00	0.00	119.00	David James – 01.04.12 to 30.06.12	212.50	0.00	212.50	Bristol Water – allotments	28.27	0.00	28.27	PVH – Hall rental Jan Feb March 12	78.00	0.00	78.00	Sharon Worthy – Spray Paint	21.52	0.00	51.52	Sharon Worthy – Play Scheme (Fixtures & Fittings)	42.49	8.46	50.95	Additional item for authorisation;				SEC – Lighting Maintenance 4 <sup>th</sup> quarter	43.88	8.78	52.66	Proposed: Cllr Cooke		Seconded: Cllr Meek	All in favour	
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<p><b>PC/04/04</b></p>	<p><b><u>Crime and Disorder</u></b></p> <p>PCSO Roberts updated the Council with March's crime report;</p> <ol style="list-style-type: none"> <li>Poaching at Portbury Nature Reserve continues to be an issue. Avon Wildlife Trust is in the process of displaying signs to encourage visitors to be vigilant and to report anything suspicious. PCSO Roberts reiterated this request and reminded the public not to approach any suspects but to report the matter directly to the police.</li> <li>An arrow had been discovered lodged in the ground of a horse paddock on Caswell Lane. If any member of the public has any details regarding the use of a bow and arrow in the vicinity, would they please contact the police.</li> </ol>																																																	

	<p>3. Graffiti was on the increase in Portishead/Moorgate and residents were requested that if they came across any new 'artwork' that they contact the police, as a detailed photographic record was kept for use in any future prosecution.</p> <p>4. There had been several garage break-ins, with expensive bicycles being targeted. Again, if any member of the public notices anything suspicious please report it immediately to the police.</p> <p>5. Speedwatch. PCSO Roberts was pleased to advise that NSC had made funds available for speed guns and associated equipment to be made available to local Neighbourhood Watch groups.</p>	
<p><b>PC/04/05</b></p>	<p><b><u>Parish Plan and Website</u></b></p> <p>(a) Parish Plan - Nothing new to report.</p> <p>(b) Parish Website – Mr John was in the process of transferring the domain name from Microsoft to an alternative provider so that hefty user costs would not be incurred when Microsoft withdraws their free website hosting facility. Mr John advised that the transfer, if possible, may take several weeks and in that time the Council's website may need to be suspended.</p>	
<p><b>PC/04/06</b></p>	<p><b><u>Planning</u></b></p> <p>(a) <b>Applications received</b></p> <p><b>12/P/0452/F</b> 24 High Street. Erection of a single storey extension – No objection</p> <p><b>12/P/0367/F &amp; 12/P/0369/LB</b> Refurbishment to existing garage structure Elm Tree Farm No objection</p> <p><b>12/P/0374/F</b> Conversion of stone barn to form holiday accommodation – Brook Barn, Caswell Lane. Objection due to the following reasons (as circulated and unanimously agreed pre-meeting);</p> <p>Portbury Parish Council (PPC), in principle, remains opposed to the over-development of holiday homes, regarding this policy as contrary to the preservation of the Green Belt. The development of barns, as in this case used as stables, stimulates a need for replacement, invariably provided by the proliferation of wooden facilities currently littering the countryside in significant numbers.</p> <p>PPC's understanding is that the policy of converting <b>redundant</b> agricultural buildings was fundamentally to stimulate the rural economy and act as a diversification to support an agricultural business, neither of which would appear to be applicable in this case.</p> <p>PPC welcome the professional nature of this planning application and appreciates the inclusion, by the applicant, of a protected species survey and the bat provisions made within it. Greater and Lesser Horseshoe Bats are known to occur in close proximity to this barn, as recorded in 2011 (but not in February!). Swallows however, witnessed nesting last year get no mention or mitigation. Increasingly swallows are returning to the UK having travelled 8000 miles from Africa to find their historic nesting sites have been converted to some form of dwelling. Therefore there is an ecological cost.</p> <p>Barn A was added to Barn B, without planning permission, pre the 1<sup>st</sup> application to</p>	<p><b>Idoxed</b></p> <p><b>Idoxed</b></p> <p><b>Idoxed</b></p>

	<p>convert to a dwelling. Refused. After change of ownership a 2<sup>nd</sup> application for a dwelling was refused and upheld on appeal. This will be the 3<sup>rd</sup> attempt at development.</p> <p>The property lies outside the building line and will create a precedent for other numerous structures in a similar situation in Caswell Lane. Extensive alterations to the basic structure are needed, as referenced in the structural survey. The proposal will remove a stabling resource, currently in use, and convert the agricultural land on which it stands to that of 'garden', there will be a net loss of stabling and agricultural resource.</p> <p>Although currently on a bus route, it is understood that a re-routing of this service will exclude Caswell Lane and hence no public transport will be available at this site.</p> <p>There are 2 holiday homes already in Caswell Lane and there is provision for 7 within the parish. PPC would like to see a proof of need for holiday accommodation, with the take-up of the resources already provided within its parish, before further developments of this nature are given permission, particularly with the obvious growth in demand for stables and some alleged misuse of existing holiday accommodation resource.</p> <p>PPC believe the application is contrary to the Core Strategy /local plan.(publication version, nearing adoption)</p> <p><b>(b) National Grid – update. Meeting attended by Cllr Tarr 27.03.12</b> Having attended the above meeting, Cllr Tarr advised that his main concern, at present, was the routing of the pylon/underground corridor in relation to the two nature reserves in the parish; Prior's Wood and Portbury Wharf. Either connection type would have a direct impact and therefore a further meeting had been arranged with AWT, National Grid, PPC representatives and Mr Summerfield to review and discuss all options, with the priority being to minimize ecological damage to these sites.</p>	
<p><b>PC/04/07</b></p>	<p><b><u>Parish Coordinator/Task Monitor</u></b> <b>(a)</b> Standing Orders – Cllr Cooke requested that item 58 be reviewed by all Councillors and, if necessary, the wording be amended to reflect the way that outgoing emails are dealt with, via the office and/or councillors.</p>	<p><b>All</b></p>
<p><b>PC/04/08</b></p>	<p><b><u>Maintenance</u></b> <b>(a)</b> Cllr Meek enquired as to whether it was known as to who is responsible for the maintenance of stiles on public footpaths crossing private land. Mandy Bishop thought it was the responsibility of the landowner but would confirm this.</p> <p><b>(b)</b> A while ago, Cllr Tarr had been in discussion with NSC regarding the removal of a tree which was overhanging the Vale bus shelter. The tree itself is on privately owned land, the owner of which had been contacted and who had agreed to remove it. Unfortunately this had not happened so Mandy Bishop will follow up with NSC Tree Officer.</p> <p><b>(c)</b> A369/High Street Lay by. Now the junction/A369 improvements have been completed, the Council expect the lay by to be reinstated as to how it was before the works began. Cllr Cooke and Mrs Summerfield will visit site to list items that need to be reinstated/repared and will forward on to relevant parties.</p> <p><b>(d)</b> Road surface – High Street/Forge End/Caswell Lane. Comment was made regarding the state of these roads and the danger of potholes. Cllr Cooke would request a site visit with Adam Wood NSC</p>	<p><b>MB</b></p> <p><b>MB</b></p> <p><b>PC/LS</b></p> <p><b>PC</b></p>

<p><b>PC/04/09</b></p>	<p><b><u>Transport and Traffic</u></b></p> <p>(a) A resident of Mill Close addressed the Council to seek assistance with regard to traffic movement outside of his property. His house is located on the narrow section of road which is passable by one vehicle at a time. Due to faded road markings and inconsiderate drivers, there have been several occasions when a vehicle from either direction has met on this section, each refusing to reverse, such impasses have lasted up to twenty minutes.</p> <p>The resident has been in contact with NSC who, after some delay, has agreed to repaint the road markings, but the gentleman feels that this will not prevent further 'deadlocks' as there a small area of road that is 'chevroned' and which drivers think will give them enough room to pass oncoming vehicles. He would like to see this area curbed off so that it deters opportunists. Mandy Bishop to contact Head of Services with details and to request a further review.</p> <p>(b) Completion of Junction 19/A369 Improvements. Initial feedback is positive, traffic queues appear to be reduced and traffic is mainly free flowing. Portbury Dock signage is still causing an issue though, with several HGVs believing that the route to the dock is through the village. Cllr Cooke will address this problem with Colin Chandler NSC.</p> <p>(c) Bus Route 66. Cllr Marshall has been given the impression that a permanent bus stop will be situated outside of the village hall. As the Council has not been officially made aware of this, Cllr Cooke will follow up with NSC.</p>	<p><b>MB</b></p> <p><b>PC</b></p> <p><b>PC</b></p>
<p><b>PC/04/10</b></p>	<p><b><u>Community Reports</u></b></p> <p><b>St Mary's Church/School and Village Hall</b></p> <p>(a) The Church's AGM will be held at 7.30pm on 29<sup>th</sup> April – all welcome.</p> <p>(b) An official surveyor has now been appointed and the church's quinquennial survey will commence after Easter.</p> <p>(c) Village Hall - To celebrate the jubilee, PSC are organising a 1950s themed tea party, details have yet to be finalised. Residents of Moorgate may also hold an event over the bank holiday, and it was requested that both parties liaise on dates so that the events are not held at the same time, allowing residents to attend both if they so choose.</p>	
<p><b>PC/04/11</b></p>	<p><b>AOB</b></p> <p>(a) Resignation – Cllr A Thomson. Unfortunately Mrs Thomson has resigned from the position of parish councillor. NSC has been advised and a 'Notice of Vacancy' will be placed on the village notice boards.</p> <p>(b) Allotments – Plot 1 (Mr Longstaff). Correspondence has been received from Mr Longstaff requesting that he be allowed to make several alterations to his allotment. His request will be reviewed by Cllrs Young and Meek who will advise the Council of their findings and recommendations.</p> <p>(c) Mr John requested an update on the Biomass plant application at Portbury Docks. Cllr Tarr advised that the application had been granted but was subject to an environment conditions permit which has yet to be agreed. The Council had recently requested that they be included in this consultation.</p>	

PC/04/12	Date and time of next meeting – 1 <sup>st</sup> May 2012 at 7.30pm	
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**Meeting finished at 9.10pm**  
**Portbury Parish Council**  
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