

Portbury Parish Council

MINUTES

Minutes of the meeting held 4th July 2012
Village Hall, High Street, Portbury

Present:

Councillors: Cllr Weeks Cllr Marshall Cllr Chilcott (arrived 8.42pm)

Chairman: Cllr Tarr

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

Others: Brian Weekes
Mandy Bishop NSC – Left at 8.55pm
Haydn John
Mr Ball
Two members of the public

Meeting commenced at 7.30pm

No	Item	Action																																
PC/07/01	Apologies received from Cllr Cooke, Cllr Young and PC Clark																																	
PC/07/02	Minutes of June's meeting held 12.06.12 signed as a true record of proceedings. Proposed: Cllr Marshall Seconded: Cllr Meek All in favour																																	
PC/07/03	<p>(a) Payments for Authorisation</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;"></th> <th style="text-align: right; border-bottom: 1px solid black;"><u>Nett</u></th> <th style="text-align: right; border-bottom: 1px solid black;"><u>VAT</u></th> <th style="text-align: right; border-bottom: 1px solid black;"><u>Gross</u></th> </tr> </thead> <tbody> <tr> <td>PBS – Administration/Coordinator July 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>Brian Weekes – Maintenance June 12</td> <td style="text-align: right;">245.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">245.00</td> </tr> <tr> <td>Brian Weekes – Beacon fabrication/Installation/Removal</td> <td style="text-align: right;">75.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">75.00</td> </tr> <tr> <td>Portishead Town Council – room booking fee x 2</td> <td style="text-align: right;">16.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">16.00</td> </tr> <tr> <td>Fountains – Dog bins June 2012</td> <td style="text-align: right;">48.00</td> <td style="text-align: right;">9.60</td> <td style="text-align: right;">57.60</td> </tr> <tr> <td>NALC membership to 31.03.13</td> <td style="text-align: right;">132.48</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">132.48</td> </tr> <tr> <td>David James – Playing field rental 2nd quarter</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> </tbody> </table>		<u>Nett</u>	<u>VAT</u>	<u>Gross</u>	PBS – Administration/Coordinator July 2012	795.00	0.00	795.00	Brian Weekes – Maintenance June 12	245.00	0.00	245.00	Brian Weekes – Beacon fabrication/Installation/Removal	75.00	0.00	75.00	Portishead Town Council – room booking fee x 2	16.00	0.00	16.00	Fountains – Dog bins June 2012	48.00	9.60	57.60	NALC membership to 31.03.13	132.48	0.00	132.48	David James – Playing field rental 2 nd quarter	212.50	0.00	212.50	
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<p>PC/07/05</p>	<p>Parish Plan and Website</p> <p>(a) Website - Mr John reported that the website was active and that it had several features that could be used for subscriber notification purposes; newsletters, events etc. There was also a monitored user feedback facility which may be of use.</p> <p>The Councillors' email addresses had also be allocated and it was agreed that:</p> <ol style="list-style-type: none"> 1. As of 01.08.12, email communications distributed from the office would be sent to the @portbury addresses. Mr John would provide a temporary link to automatically forward these to councillors' existing email addresses. 2. As of 01.09.12 – this link would be removed and councillors would need to log in to their @portbury addresses to access council communication. <p>All in favour to proceed with these dates.</p> <p>(b) Parish Plan – Mr John had visited St Mary' School and reported that the children would compose five questions relating to the environment. This would be completed in the first term of the next academic year for inclusion in the parish plan with consultation on the latter to proceed early in the New Year.</p>	
<p>PC/07/06</p>	<p>(a) Applications received</p> <p>12/P/1063/LDE The Horse Race - Domestic use of stables and outbuildings. Application supported by letter from neighbour stating conditions for 'lawful development certificate' are fulfilled. 'No objection' unanimous vote from quorate councillors present at meeting.</p> <p>12/P/1076/F Racecourse Farm - Erection of a storage barn for use of machinery. After a brief discussion it was agreed that, before a response could be made, application 11/P/1749/F should be reviewed to identify if any conditions had been applied to the site. If there were no conditions that prevented the development from going ahead there would be a presumption in favour of 'no objection'.</p> <p>12/P/0954/F Failand Hill Lodge, Horse Race Lane - Erection of two storey and single storey rear extensions with roof terrace. Conversion of garage to living accommodation. Erection of a replacement garage and a garden studio. No objection as previously agreed by electronic vote.</p> <p>(b) 11/P/1317/LUP Certificate of Lawful Development for the Proposed Development consisting of the construction of 16 concrete silos 30 metres in diameter and 50 metres high together with associated conveyors and rail loading facility and acoustic screen. Meeting PPC/NSC held 21.06.12 - update. Cllr Cooke and Weeks had represented PPC at this meeting, which had been hastily arranged due to new information regarding this application coming to light. PPC had originally submitted a 'no objection' against this application but did request an Environmental Impact Assessment because of the change of fuel, from coal to wood, when it was understood that existing coal storage facilities would be adapted for wood chip use.</p> <p>The application appears to have deviated greatly from its original proposal and it is due to this that PPC felt that the revised plans should be submitted under a new application. The</p>	<p>ldox</p> <p>ldox</p>

main deviations being not adapting the existing facilities but constructing up to 16 no. 30m diameter, 50m high, concrete silos and not to utilise the existing site but to construct at a new location. PPC had also felt that the revised development should also be subject to an Environmental Impact Statement.

NSC Officers advised that PPC was not consulted on the changes as they had assumed that PPC's 'no objection' comment would stand. Cllr Tarr reported that in correspondence with senior NSC officials following his attendance at a Bristol Port Company Liaison meeting on 27th June, where a number of assurances had been received about the safe handling of the wood pellet unloading, silo storage and loading operations to minimise dust emissions, an agreement had been reached with NSC to produce a statement outlining the Port's agreed operating methodology for the safe handling of the pellets and the means by which this will be monitored in a draft document that will be shared with the Parish Council as soon as it is available. An offer was also made by the Bristol Port Company to parish councillors for a presentation on the proposed development and tour of the docks which would be taken up very shortly. This now represented the Parish Council's agreed position, not to pursue earlier demands for a revised application and Environmental Impact assessment, in correspondence following the Port Liaison Committee meeting for noting at this meeting.

Whilst accepting the principle of working collaboratively and cooperatively with North Somerset Council, the Environment Agency and Bristol Port Company as a way forward Councillor Weeks expressed concerns about the process by which this application had been determined and was disappointed by the lack of consultation and disseminated information regarding this development.

The lack of an Environmental Impact Assessment (EIA), deemed unnecessary by North Somerset Council, means that although Portbury Parish Council are now aware, having been informed by Bristol Port Company at 27th June Docks Liaison Meeting, of the modified structures and dust control measures to be employed, there are still large areas of uncertainty surrounding this Certificate of Lawful Development application. e.g. noise information (requested by a parishioner during the meeting), that would have been provided by an EIA.

Portbury Parish Council has vigorously pursued due process, to arrive at where we are today and Councillor Weeks requested that this be Minuted as a public record.

At the meeting, Cllr Weeks reaffirmed his request for current analysed data from the dust monitoring facility located at RPD.

Mandy Bishop NSC replied that as far as she was aware, as soon as NSC was notified of PPC's concerns, key officers organised and attended the meeting, and that they would work with PPC to ensure that the Council's concerns are responded to.

Although NSC have deemed an EIA unnecessary, PPC wish to collaborate with NSC in the production of a statement outlining the Port's (RPD) agreed operating methodology for the handling of the wood pellet and the means by which this will be monitored.

(c) Biomass Plant Avonmouth/Portbury Docks. Meeting held 02.07.12 – update. A constructive meeting was held between PPC and representatives from the Environment Agency. The EA were able to update the Council with regard to the history of the issuing of environmental permits at wood chipping plants in Avonmouth, the implementation of dust management programmes and the monitoring of air borne pollutants.

	<p>The EA are considering monitoring dust levels south of Avonmouth and it was suggested that perhaps they could make use of the facilities at RPD.</p> <p>Reference was also made to the production of a statement regarding the handling of wood pellets (see point B RPD), and PPC requested that if NSC approached the EA for guidance on its structure, would the EA offer assistance – the EA agreed they would.</p> <p>(d) Port Liaison Meeting. Meeting held 27.06.12 – update. One of the main topics of discussion was the proposed development of the 16 silos as mentioned above. Sue Turner, RPD, had given an outline of the proposed wood chip handling procedures and made assurances that all elements of transporting the wood chips, from unloading and storage to distribution, would be made within enclosed facilities and that dust would be kept to a minimum.</p> <p>Sue also extended an invitation for the Council to visit the docks and review the proposed development site. The Council would be pleased to accept and Cllr Tarr will liaise.</p>	
<p>PC/07/07</p>	<p>Parish Co-ordinator /Task Monitor</p> <p>(a) Revised Code of Conduct - Adoption</p> <p>New laws governing the conduct of elected members in local government in England came into effect on 1 July; with local (parish and town) councils required to have their own local codes of conduct. From 1 July 2012, members of parish councils have new mandatory obligations in the Localism Act 2011 regarding disclosable pecuniary interests. PPC have used the draft Code of Conduct as supplied by NSC as its template and will therefore operate inline with the district council, meantime we are awaiting the template re. pecuniary interests.</p> <p>Proposal to adopt Revised Code Of Conduct</p> <p>Proposed: Cllr Weekes Seconded: Cllr Meek All in favour</p>	
<p>PC/07/08</p>	<p>Maintenance</p> <p>(a) Lay-by A369/High Street. Unauthorised parking on the verge. Having discussed this issue with NSC it has become apparent that this type of inconsiderate parking will be difficult to manage, and that there is no obvious solution to prevent it occurring.</p> <p>Cllr Meek advised that he would not like to see parking restrictions applied to this area as he feels it would only encourage commuters to leave their cars closer to the village.</p> <p>(b) Brian Weekes reported that the second bin in the lay-by has not been recently emptied. PBS will advise NSC.</p>	<p>PBS</p>

<p>PC/0709</p>	<p>Transport and Traffic</p> <p>(a) Sheepway – speeding. A great reduction in the number of vehicles using the Sheepway had been noted since the implementation of the M5 Jct 19 improvement road scheme. As several months have now passed, the Council will request NSC to install a speed loop on the Sheepway, as previously offered by them, so that data can be compared with ‘pre-improvement’ traffic flow.</p> <p>(b) A resident requested that parking in and around the Hillside area be reviewed. PCSO Graham Roberts will be contacted to ascertain his views on the matter.</p>	
<p>PC/06/10</p>	<p>Community Reports</p> <p>(a) St Mary’s School – Reminder that the school fair is being held 6.6.12.</p> <p>(b) St Mary’s Church – The floor of the bell chamber is being replaced at a cost of approx £600.00 – fundraising is underway.</p> <p>(c) Village Hall – Nothing new to report.</p>	
<p>PC/07/11</p>	<p>AOB</p> <p>(a) At June’s PPC’s meeting (PC/06/07) the Council was advised that a local resident had voiced concern regarding the personal conduct of an individual councillor, and also the conduct of the Council particularly in relation to the election of councillors. PPC has contacted the resident several times to ask if they would be attending tonight’s meeting so that their concerns could be discussed; no reply from them has been received. Meantime, PPC sought confirmation from the NSC Electoral Services that the Council had followed correct procedures regarding the appointment of a new councillor due to the resignation of Mrs Thomson. NSC commented as follows;</p> <p><i>‘As discussed earlier by phone, the involvement of Electoral Services in the process relating to a casual vacancy commences when this office is officially notified of that vacancy by a Parish Clerk (based on a resignation in writing being received by the Chairman of the Parish Council).</i></p> <p><i>In the case of the vacancy that you describe, this was advised to me by the Parish Council’s Administrator on Monday 26 March (see emails below). I prepared the Notice of Vacancy on behalf of the Parish Clerk and forwarded it to the Clerk by email dated for publication on Tuesday 10 April. The 14 working day period during which a poll could be claimed by ten electors for the parish closed on Monday 30 April with no poll being demanded. On 1 May I notified the Parish Council’s Administrator that no poll had been claimed and that the Parish Council could proceed to co-opt.</i></p> <p><i>From my correspondence with the Parish Council in connection with the process described above I am of the view that correct procedures were followed. For information, the relevant rules in relation to this process are the Local Elections (Parishes and Communities) Rules 2006’</i></p> <p>(b) Mrs Worthy has approached to the Council to seek permission to use the playing field in the summer to host a fun/activity day. The Council do not object and Cllr Chilcott will liaise with Mrs Worthy regarding dates and proposed activities.</p>	<p>SC</p>

PC/07/12	Date and time of next meeting 7 th August 2012	
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Meeting finished at 9.15pm
Portbury Parish Council
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