

Portbury Parish Council

MINUTES

Minutes of the meeting held 2nd October 2012
Village Hall, High Street, Portbury

Present:

Councillors: Cllr Marshall Cllr Chilcott

Chairman: Cllr Tarr

Clerk: Cllr Meek (arrived at 7.38pm) – (Minutes taken by Sara Thompson)

Others: Mandy Bishop – NSC
Darren Smith - NSC
Mr Ball – Neighbourhood Watch
Haydn John
Mrs L Hale
Eight members of the Public

At 7.30pm the Council was not quorate due to a Councillor being delayed. It was therefore agreed to commence with a public meeting for the purposes of discussing the drainage and flooding issues.

Mr D Smith from NSC was in attendance to answer the questions raised by residents. The questions had been forwarded to NSC pre-meeting to allow the officer time to familiarise himself with residents' concerns, and to be able to answer in a constructive manner.

It was agreed that Mr Smith would compile a Q and A document based on the meeting; which would then be posted to the Council's web and Facebook page.

In summary of the information provided by Mr Smith at the meeting, NSC acknowledged a communication breakdown within their departments, and that drainage work scheduled to be undertaken in the village during May 2012 appeared not to have been done, as previously stated. In particular NSC were investigating and reconciling with their contractors an apparent discrepancy between contractors' schedules of work submitted to NSC and GPS records. Meantime, the jetting and clearing of drains in the village would be scheduled immediately; the exact date to be notified after a temporary road closure notice had been obtained.

Having discussed drain maintenance, drain improvements were referred to. NSC had allocated funds for capital improvements within the North Somerset area, spread over all expenditure headings. The drainage infrastructure was to receive investment and the Asset Management Team were currently gathering information to select a possible 8/10 schemes, out of the eighty two identified, which require priority improvements - the selection should be made known towards the end of the year. The funds referred to are those available in the current financial year, so even if Portbury is not selected, it does not preclude the village from receiving consideration of future funding.

Cllr Tarr thanked Mr Smith for attending

Portbury Parish Council's October meeting commenced at 8.07pm

No	Item	Action																																																																
PC/10/01	Please refer to above																																																																	
PC/10/02	Apologies – Cllr Cooke, Mr Summerfield, PC Clark																																																																	
PC/10/03	<p>Minutes of September's meeting held 05.09.12 signed as a true record of proceedings.</p> <p>Proposed: Cllr Meek Seconded: Cllr Marshall All in favour</p> <p>Action point update from September's meeting; Facebook/PPC Web page – protocol. The document is currently being compiled, with Cllr Chilcott liaising with Mr John to ensure that both platforms complement each other.</p>	SC																																																																
PC/10/04	<p>a) Payments for Authorisation</p> <table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"></th> <th style="text-align: right;"><u>Nett</u></th> <th style="text-align: right;"><u>VAT</u></th> <th style="text-align: right;"><u>Gross</u></th> </tr> </thead> <tbody> <tr> <td>PBS – Administration/Coordinator Sept 2012 S/O</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 July 12</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>David James – Lease 1.10.12 to 31.12.12 S/O</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>SSE – Lighting maintenance 2nd 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>Bristol/Wessex Water – Allotments</td> <td style="text-align: right;">43.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">43.00</td> </tr> <tr> <td>NSC – Cuts of green and verge May 2012</td> <td style="text-align: right;">87.43</td> <td style="text-align: right;">17.49</td> <td style="text-align: right;">104.92</td> </tr> <tr> <td style="padding-left: 150px;">June 2012</td> <td style="text-align: right;">87.43</td> <td style="text-align: right;">17.49</td> <td style="text-align: right;">104.92</td> </tr> <tr> <td>Mazars – External audit fees</td> <td style="text-align: right;">400.00</td> <td style="text-align: right;">80.00</td> <td style="text-align: right;">480.00</td> </tr> <tr> <td colspan="4">Additional items for authorisation;</td> </tr> <tr> <td>Brian Weekes – Maintenance September 2012</td> <td style="text-align: right;">77.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">77.00</td> </tr> <tr> <td colspan="4"> <p>During the stormy weather of w/c 24th September 2012, the Village Hall Committee had purchased several sandbags to be used for the prevention of flood water ingress into the village hall. It was proposed that the Council reimburse the Committee for this expenditure. The Chairman noted that the proposer Cllr Meek was a member and Treasurer of Portbury Village Hall Social Club Committee but, having noted the interest, allowed Cllr Meek to vote on the approval of expenditure that was intended to protect a valuable public asset owned and operated for the benefit of the residents of Portbury.</p> </td> </tr> <tr> <td>Donation – Village Hall purchase of sand/sandbags</td> <td style="text-align: right;">54.90</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">54.90</td> </tr> <tr> <td colspan="4">Accounts authorised for payment</td> </tr> <tr> <td colspan="2">Proposed: Cllr Meek</td> <td colspan="2">Seconded: Cllr Chilcott</td> </tr> <tr> <td colspan="2"></td> <td colspan="2" style="text-align: right;">All in favour</td> </tr> </tbody> </table>		<u>Nett</u>	<u>VAT</u>	<u>Gross</u>	PBS – Administration/Coordinator Sept 2012 S/O	795.00	0.00	795.00	Fountains – Dog Bins July 12	48.00	9.60	57.60	David James – Lease 1.10.12 to 31.12.12 S/O	212.50	0.00	212.50	SSE – Lighting maintenance 2 nd quarter	43.88	8.78	52.66	Bristol/Wessex Water – Allotments	43.00	0.00	43.00	NSC – Cuts of green and verge May 2012	87.43	17.49	104.92	June 2012	87.43	17.49	104.92	Mazars – External audit fees	400.00	80.00	480.00	Additional items for authorisation;				Brian Weekes – Maintenance September 2012	77.00	0.00	77.00	<p>During the stormy weather of w/c 24th September 2012, the Village Hall Committee had purchased several sandbags to be used for the prevention of flood water ingress into the village hall. It was proposed that the Council reimburse the Committee for this expenditure. The Chairman noted that the proposer Cllr Meek was a member and Treasurer of Portbury Village Hall Social Club Committee but, having noted the interest, allowed Cllr Meek to vote on the approval of expenditure that was intended to protect a valuable public asset owned and operated for the benefit of the residents of Portbury.</p>				Donation – Village Hall purchase of sand/sandbags	54.90	0.00	54.90	Accounts authorised for payment				Proposed: Cllr Meek		Seconded: Cllr Chilcott				All in favour		
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<p>PC/10/05</p>	<p>Councillors – Co-option Due to the resignations of Cllrs Weeks and Young, two positions had become available and, as an election for poll had not been called, the positions would be filled by the Co-option procedure. The vacancies had been displayed on all village boards and the Council’s website and Facebook pages in response to which the Council had received one application.</p> <p>Mrs Linda Hale, the applicant, had been invited to attend the meeting whereupon she gave a brief résumé of her life within the village, her interests and career.</p> <p>Cllr Tarr asked Councillors if they were content to vote on Mrs Hale’s appointment without further discussion, to which they agreed they were.</p> <p>Resolution: To co-opt Mrs Hale to the position of Portbury Parish Councillor</p> <p>Proposed: Cllr Meek Seconded: Cllr Chilcott All in favour</p> <p>The meeting was then suspended to allow for Cllr Hale to complete an ‘Acceptance of Office’ document allowing her to participate in the remainder of the meeting. The meeting resumed at 8.30pm.</p>	
<p>PC/10/06</p>	<p>Crime & Disorder a) Mr Ball reported that a BBQ had been stolen from a property in Station Road.</p> <p>b) A resident requested that dog owners be vigilant whilst walking their pets in Prior’s Wood as a case of suspected poisoning had been reported; the dog is making a recovery.</p>	
<p>PC/10/07</p>	<p>Parish Plan and Website Nothing new to report</p>	
<p>PC/10/08</p>	<p>Planning a) Applications granted/refused/withdrawn (information purposes) 12/P/1267/F A-Gas (UK) Banyard Road Portbury Granted</p> <p>12/P/1264/F Change of use from agricultural land to a mixed use of agricultural land and equestrian use including the erection of stables with a tack room and hay store facility and a winter turnout area Granted</p> <p>b) Applications – revised 12/P/1578/LUP (Certificate of Lawful Development) – Construction of 16 wood pellet storage silos, Portbury Bulk Terminal, Plot 46, Royal Portbury Dock: overall height increase from 50m to 70m including loading chutes and conveyors.</p> <p>As the earlier Local Planning Authority (LPA) report states, in relation to the original application, the Bristol Port Company qualifies as a statutory undertaker and the land is operational within the terms of the Bristol Corporation West Dock Act 1971. On the basis that an Environmental Impact Assessment (EIA) is not required (with transport, ecology, air</p>	<p>Noted</p> <p>Noted</p>

	<p>quality, noise and vibration neutral, and visual impact only marginally affected by the additional height, compared with the original application), then such development and operations as are involved in the proposed silo development are deemed to be 'permitted development' and planning permission is not required. Such a conclusion would accord with the LPA's earlier decision for the silo development.</p> <p>Secondly, on the basis that the Environmental Note's conclusion accompanying the application that an EIA is not appropriate, then, in respect of the modified proposal, this similarly constitutes 'permitted development'. In addition, it was noted that there is regular dust monitoring undertaken by North Somerset Council controlled by Bristol City Council under their health responsibilities as prescribed in the Bristol Port Health Order 2010. The proposed development will be incorporated as a routine item in the monitoring post development.</p> <p>Finally, although it does not form part of the planning application for the grant of a Certificate of Lawful Development, it was noted that information received from the Bristol Port Company (Cllr Tarr PPC, Sue Turner, BPC) had confirmed that the silo development will enhance the longer term economic sustainability and attractiveness of the port to new dock tenants given a reduction in car and coal imports and that the import of wood pellet will protect 40 jobs that otherwise would have been lost due to the reduction in coal imports.</p> <p>In view of the above, but noting residents' concerns about the increased height of the silos created by the conveyors and down-loading structures, it was proposed that the following observation be Idoxed to NSC:</p> <p><i>Whilst Portbury Parish Council has no objection in principal to the construction of 16 wood pellet storage silos at Royal Portbury Dock, recognising the contribution it will make to ensuring the long term economic sustainability of the port, it does wish to bring to the planning authority's attention residents' concerns that the combined 70 metres height of the silos, including loading chutes and conveyer belts, will result in the loss of some visual amenity in scale, agglomeration and size as viewed from a number of different perspectives, that will not totally be offset by the port environment of cranes and related infrastructure.</i></p> <p>Reason: <i>The proposal is for permitted development under Part 17 of the General Permitted Development Order (GPDO) and a planning application is not required.</i></p> <p>Proposed: Cllr Tarr Seconded: Cllr Meek All in favour</p> <p>c) Neighbourhood Planning and d) The Community Right to Build Cllr Tarr advised that documentation was available to view on the Council's Website and Facebook pages. These new initiatives forms part of the neighbourhood planning provisions contained in the Localism Act 2011, and are considered to be an alternative to traditional planning applications. Should residents require further information please contact the Council's office.</p>	ldox
PC/10/09	<p>Council Administration</p> <p>a) Standing Orders – Amendment to Section 6 Quorum of the Council. Currently a quorate of the Council is four. However due to recent resignations, Councillors' work</p>	

	<p>commitments etc, it may not always be possible to achieve this number and therefore it was proposed that the quorate be reduced to three and that the Council's Standing Orders amended to reflect this.</p> <p>Proposed: Cllr Tarr Seconded: Cllr Meek All in favour</p> <p>b) Register of Interest – PPC's Members' Declaration of Interests are now available to view on NSC's website. Links will be posted on the Council's Website and Facebook pages.</p> <p>c) Minutes – The Council had considered whether minutes in draft might be issued soon after a monthly meeting before the next meeting. However, after due consideration, the Council had decided to leave the present procedure unchanged whereby the minutes of meetings are approved as a true record of proceedings at the following meeting, before they are published to the public domain.</p> <p>Residents are reminded that if they have any concerns about a particular item, or require an update, the Council office is open Monday to Friday where staff there will be pleased to assist.</p>	<p>PBS</p> <p>PBS/ HJ</p>
<p>PC/10/10</p>	<p>Maintenance Nothing new to report</p>	
<p>PC/10/11</p>	<p>Transport and Traffic</p> <p>a) Footpath Diversion orders – LA20/76 and LA15/17 Order No 7 2012 b) Public Path Extinguishment Order – Part of LA20/75 Order No 8 2012</p> <p>On initial review the above Orders appear to be non-contentious but the Council would await comment from Mr Summerfield, PPC's Footpath Officer, before responding to NSC to meet the 25th October reply deadline.</p> <p>c) Over the past few weeks, there had been several incidents of HGVs causing damage to pavements and barriers within the village. Signage appears to play a major role, ill-placed maximum tonnage signs which are belatedly noted by the driver, after he has made a commitment to enter the High Street.</p> <p>The Council is aware of correspondence between Avon and Somerset Police and North Somerset Council regarding this issue and has requested an update from the NSC Officer.</p> <p>d) Damage to the curb High Street/Church Lane was discussed at September's PPC meeting and it is understood that an NSC Officer has visited site. PPC will request an update regarding the repair schedule.</p> <p>e) Overhanging tree branches – Hill Road/Mill Lane area. As above</p> <p>f) VAS Portbury High Street. A resident enquired as to whether the sign could be moved closer to the A369 junction so that drivers are made aware of excessive speed before approaching the school. Cllrs Meek and Marshall advised that the current location was selected due to suitable mounting facilities and that a certain length of 'straight road' is</p>	<p>MB/ PBS</p>

	<p>required for the equipment to assess vehicle speed.</p>	
<p>PC/10/12</p>	<p>Community Reports</p> <p>a) St Mary's Church A group, the Friends of St Mary's Church, had recently been formed to assist in raising funds for the repair of the Chancel roof. The church harvest festival was being held 07.10.12</p> <p>St Mary's School The school harvest festival was being held on 05.10.12. Increased provision for after school care had also been introduced Mrs Wright, the new head mistress, had hosted several coffee mornings/afternoon teas for parents</p> <p>b) Village Hall – Building repairs were nearing completion and had included the repainting of the main hall. Social activities continue to be well attended, with September being the most profitable month recorded.</p>	
<p>PC/10/13</p>	<p>AOB</p> <p>a) Cllr Tarr took this opportunity to confirm his intention to resign as a member and vice chairman of Portbury Parish Council immediately after the draft minutes of this meeting had been issued; this would be his last meeting before his move with his wife Pamela to the Cotswolds in November.</p> <p>He had seen many changes since he first joined the council in April 2008 and was glad to note the progress that had been made over that time which included the council updating its planning policies and increasing the visibility and accountability of the council to its residents through the introduction of its website and Facebook pages. The business of the council was now transacted more quickly through electronic means.</p> <p>He explained that the role of a councillor was not an easy one. It was entirely voluntary without allowances and from time to time difficult decisions had to be made which would not satisfy everyone; moreover there could be differences between members as to the best or most appropriate course to take in individual cases, whether they were to do with planning, transport or some other matter on which opinion was divided.</p> <p>Nonetheless, it could also be an interesting and satisfying role and he hoped that more local residents would step forward to fill the remaining vacancies on the council of which there would be three following his resignation. It was important that people could work together in achieving a common purpose in setting aside personal differences to benefit the community as a whole; closer cooperation with Portbury Village Hall and its user groups would provide a further opportunity to achieve these aims.</p> <p>The council would now need to reorganise and reallocate some of its responsibilities including the appointment of a vice chairman, on which some discussion had already taken place, plus those on planning, liaison with the Bristol Port Company regarding Royal Portbury Dock, and National Grid representation on the Hinkley 'C' 400kV overhead/underground connection options from Bridgwater to Seabank, Avonmouth for</p>	

	<p>which there would be meetings very soon.</p> <p>In closing, Cllr Tarr said he wished to thank both the present chairman and former chairman, and present and former members, of Portbury Parish Council for their comradeship in his four years on the council; also its officers, including notably Sara Thompson the Parish Administrator and Brian Weekes the Parish Lengthsman, for their unstinting hard work, support and commitment.</p> <p>b) Mrs Ireland, Chair of the Social Club Committee, thanked the Parish Council for the introduction of the Facebook page, which had improved communications, and for Councillors attending the Community Café.</p> <p>Mrs Ireland also mentioned that Newcombe Estates, the owners of the field adjacent to the village hall car park, had been contacted to request them to consider the removal of the boundary wall, so that the area could be used as a soakaway for flood water.</p>	
PC/10/14	Date and time of next meeting 6 th November 2012	

Meeting finished at 9.25pm
Portbury Parish Council
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Tel: 01275 815012 portbury_parish_council@hotmail.co.uk