

Portbury Parish Council

MINUTES

Minutes of the meeting held 7th May 2013
Village Hall, High Street, Portbury

Present:

Councillors: Cllr Marshall Cllr Hale Cllr Chilcott (arrived at 7.45pm)

Chairman: Cllr Cooke

Clerk: Minutes taken by Sara Thompson

Others: Mandy Bishop – NSC
Brian Weekes
Les Summerfield
Sharon Worthy (left at 7.45pm)

Meeting commenced at 7.30pm

No	Item	Action																								
PC/05/01	Apologies – Cllr Meek and PC Clark																									
PC/05/02	<p>Minutes of April's meeting held 02.04.13 signed as a true record of proceedings.</p> <p>Proposed: Cllr Cooke Seconded: Cllr Hale All in favour</p> <p>Minutes PPC's Annual General Meeting held 02.04.13 signed as a true record of proceedings.</p> <p>Proposed: Cllr Cooke Seconded: Cllr Hale All in favour</p>																									
PC/05/03	<p>a) Payments for Authorisation</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"></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 May 13 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>Brian Weekes – Maintenance April 13</td> <td style="text-align: right;">284.68</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">284.68</td> </tr> <tr> <td>Fountains dog bins March 13</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>Aon Parish Insurance</td> <td style="text-align: right;">670.60</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">670.60</td> </tr> <tr> <td>NALC – Postage & Packing</td> <td style="text-align: right;">3.75</td> <td style="text-align: right;">0.75</td> <td style="text-align: right;">4.50</td> </tr> </tbody> </table>		<u>Nett</u>	<u>VAT</u>	<u>Gross</u>	PBS – Administration/Coordinator May 13 S/O	795.00	0.00	795.00	Brian Weekes – Maintenance April 13	284.68	0.00	284.68	Fountains dog bins March 13	48.00	9.60	57.60	Aon Parish Insurance	670.60	0.00	670.60	NALC – Postage & Packing	3.75	0.75	4.50	
	<u>Nett</u>	<u>VAT</u>	<u>Gross</u>																							
PBS – Administration/Coordinator May 13 S/O	795.00	0.00	795.00																							
Brian Weekes – Maintenance April 13	284.68	0.00	284.68																							
Fountains dog bins March 13	48.00	9.60	57.60																							
Aon Parish Insurance	670.60	0.00	670.60																							
NALC – Postage & Packing	3.75	0.75	4.50																							

	<p>PVH – Room rental 72.00 0.00 72.00 EDF Electricity Supply Feb to April 13 125.60 6.28 131.88</p> <p>Proposed: Cllr Hale Seconded: Cllr Chilcott All in favour</p> <p>b) Financial Statements year ending 05.04.13 Approval of Accounting Statements 2012/13</p> <p>Proposed: Cllr Hale Seconded: Cllr Cooke All in favour</p> <p>Approval of Annual Governance Statement 2012/13</p> <p>Proposed: Cllr Hale Seconded: Cllr Marshall All in favour</p>	
PC/05/04	<p>Crime and Disorder PC Clark was unable to attend the meeting but had previously advised the Council of the following;</p> <p>a) The main crime during the month of April had been four car fires in the A369 lay by.</p> <p>b) There had also been a theft from an outbuilding on the Sheepway. This was one of several in the area over recent months, and so residents are requested to be especially vigilant and to report any suspicious behaviour.</p> <p>c) Cllr Hale advised that the culprits who had damaged the hides on the Portbury Nature Reserve, and who had been using them as a place for social gatherings, had been apprehended by the police.</p> <p>d) Lay by A369/High Street – Due to inconsiderate parking by commuters who leave their vehicles in the lay by during the day, access and signage need to be reviewed and therefore this item will be included on June's agenda.</p>	
PC/05/05	<p>Parish Plan and Website a) Nothing new to report</p>	
PC/05/06	<p>Planning a) Applications received; 13/P/0690/F and 13/P/0691/LB – Willow Barn, Moor Farm. To increase the size of the existing 'lean to'. Creation of two conservation roof lights. Erection of a free standing gazebo in the rear garden.</p> <p>After a brief discussion regarding the impact on the building and surrounding area it was agreed that a no objection comment would be submitted.</p>	

	<p>Proposed: Cllr Hale Seconded: Cllr Cooke All in favour</p> <p>b) National Grid – A residents’ meeting had been held and a technical team formed to review NG’s preferred routing option with regard to the compliance to the Holford rules and its effect on the village of Portbury. It is with this in mind that the team will request that when the consortium of local district councils submits its response in reply to the Environmental Service’s scoping document, they specifically include objections made by the residents of Portbury.</p> <p>During the data gathering procedure, a NSC document (2005) focusing on the planning area from the Clapton Valley to the village of Portbury had been uncovered. This document was in the process of being reviewed and it was hoped that there may be planning control recommendations which could be used when objecting to the routing corridor.</p> <p>c) Enforcements – To maintain consistency in the reporting of planning non compliances to NSC, Cllr Cooke requested that councillors consider the implementation of an Enforcement Referral Document. This item would be included on June’s agenda for further discussion.</p>	
PC/05/07	<p>Maintenance</p> <p>a) The Council had been given several Public Footpath direction signs. Brian Weekes will use them to highlight the footpath route across the High Street and in to the A369 lay by.</p> <p>b) Cllr Chilcott praised the work carried out at the entrances to the Portbury Nature Reserve which now allowed ease of bicycle access.</p>	
PC/05/08	<p>Council Administration</p> <p>a) The residents’ annual meeting was being held on the 13.05.13 commencing at 8.00pm. Cllr Chilcott would post the agenda on PPC’s Facebook page and also prepare a display board for use outside of the village hall.</p>	SC
PC/05/09	<p>Transport and Traffic</p> <p>a) Lay by A369 – Please refer to item PC/05/04 d.</p>	
PC/05/10	<p>Community Reports</p> <p>a) St Mary’s Church</p> <p>The current rewiring project is nearing completion. The next meeting of the Friends of St Mary’s Church is being held 20.05.13. An architectural guided tour of the church is being held 03.07.13.</p>	

	<p>The tea and cake sale recently held raised £350 for church funds. As the bluebell walks in Priors Wood would be attracting visitors to the village, a tea and cake stall would be operating over the next three weekends, with profits being shared with St Mary's Church.</p> <p>b) St Mary's School Nothing new to report</p> <p>c) Village Hall Summer skittles would be commencing shortly; the skittle alley being booked every night. The recently held cider and beer festival was a great success and made a profit of approx £1300. The Community Café would be applying for a grant from the Lloyds TSB community award scheme.</p> <p>d) Community Games and Play Area (heard after Item 2) Mrs Worthy, playground coordinator, updated the Council with details of possible equipment purchases to compliment those already in situ. Some items would be cost prohibitive but others, such as a basketball hoop and dedicated BBQ area, were all feasible.</p> <p>Activity days during the school holidays have also been suggested, this would entail inviting a professional to give a demonstration of their chosen sport.</p> <p>After last year's successful event, the community games will be held again on the 08.09.13. Cllr Cooke proposed a donation of £50 to assist in the purchase of consumables etc.</p> <p>Proposed: Cllr Cooke Seconded: Cllr Chilcott All in favour</p>	
<p>PC/05/11</p>	<p>AOB a) Cllr Hale enquired as to whether all the street lights faults had been reported - PBS advised that they had been and were in the process of being followed up.</p>	
<p>PC/05/12</p>	<p>Date and time of next meeting 4th June 2013</p>	

Meeting finished at 8.50 pm
Portbury Parish Council
Adcroft House, 15 Roath Road. Portishead BS20 6AW
Tel: 01275 815012 portbury_parish_council@hotmail.co.uk

