

Portbury Parish Council

MINUTES

Minutes of the meeting held 4th June 2013
Village Hall, High Street, Portbury

Present:

Councillors: Cllr Marshall Cllr Hale Cllr Chilcott

Chairman: Cllr Cooke

Clerk: Cllr Meek (arrived at 7.57pm) Minutes taken by Sara Thompson

Others: Mandy Bishop – NSC
 Brian Weekes
 Les Summerfield (Footpaths Officer) – arrived at 7.39pm
 One member of the public

Meeting commenced at 7.30pm

No	Item	Action
PC/06/01	Apologies – None received	
PC/06/02	<p>Councillor Co-Option Brian Weekes, a local resident and Village Lengthsman, offered himself for co-option to fill the position of parish councillor. Brian has assisted the Council for many years in respect of maintenance issues etc and is currently contracted to PPC in the role of Village Lengthsman.</p> <p>Proposal – To co opt Brian Weekes to the position of parish councillor.</p> <p>Proposed: Cllr Cooke Seconded: Cllr Hale All in favour</p> <p>7.32pm – The council meeting was temporarily suspended to allow for Mr Weekes to complete his Register of Interests. The meeting resumed at 7.38pm</p>	
PC/06/03	<p>Minutes of May's meeting held 07.05.13 signed as a true record of proceedings.</p> <p>Proposed: Cllr Chilcott Seconded: Cllr Marshall All in favour</p>	

<p>PC/06/04</p>	<p>Finance</p> <p>a) Payments for Authorisation</p> <table border="0"> <thead> <tr> <th></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 June 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 May 13</td> <td style="text-align: right;">168.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">168.00</td> </tr> </tbody> </table> <p>Additional item received;</p> <p>GB Sport – Replacement zip wire seat</p> <table border="0"> <tbody> <tr> <td style="width: 150px;"></td> <td style="text-align: right;">55.00</td> <td style="text-align: right;">11.00</td> <td style="text-align: right;">66.00</td> </tr> </tbody> </table> <p>Proposed: Cllr Cooke Seconded: Cllr Chilcott All in favour</p> <p>b) Portbury Against Pylons – In the event of the Council having to employ the services of a planning consultant to assist in the village’s fight against National Grid’s preferred pylon routing, it was agreed that the sum of £1000 should be ring fenced for possible future use.</p> <p>Proposed: Cllr Cooke Seconded: Cllr Hale All in favour</p>		<u>Nett</u>	<u>VAT</u>	<u>Gross</u>	PBS – Administration/Coordinator June 13 S/O	795.00	0.00	795.00	Brian Weekes – Maintenance May 13	168.00	0.00	168.00		55.00	11.00	66.00	
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<p>PC/06/05</p>	<p>Crime and Disorder</p> <p>a) No crime had been recorded during May however Cllr Chilcott did advise that he was aware of an incident in which a vehicle had been vandalised.</p> <p>b) A general observation was made by Mr Summerfield with regard to a wooden structure which appeared to be inhabited, and was located on land owned by Avon Wildlife. Cllr Hale would make enquiries to ascertain the current use of the building.</p>	<p>LH</p>																
<p>PC/06/06</p>	<p>Parish Plan and Website</p> <p>a) Nothing new to report</p>																	
<p>PC/06/07</p>	<p>Planning</p> <p>a) Applications received;</p> <p>13/P/0888/ADV – Welcome Break Services. Consent for the display of various illuminated signs. As the application appeared to be non-contentious it was agreed that no comment would be made.</p> <p>13/P/0845/LDE Shipway Farm - Certificate of lawful use existing for the conversion of part of existing redundant agricultural barn into self contained flat. Due to the planning history of this site, further investigations would be required prior to the Council making comment, whilst noting the fact that a 28 day response time was applied. Cllr Cooke would collate information and circulate to Councillors for review and comment.</p>	<p>PC</p>																

	<p>13/P/0858/PDA Prior's Wood - Construction of track along the line of existing unsurfaced track and a turning area. Provided that materials used were sympathetic to the surrounding area, the Council did not object to this application. Cllr Chilcott would review the application with regard to the material specification and draft a response for councillors' approval.</p> <p>b) Enforcements – Sheepway fishing lake. The Council understands that this development has been reported to NSC by several residents due to its apparent breach of planning regulations.</p> <p>c and d) Enforcement Officers – PPC have been advised that officers are unable attend evening meetings but would be pleased to discuss any queries PPC may have during the day. With this in mind, Cllr Cooke will arrange a meeting with a NSC Officer so as to fully understand the criteria and procedure implemented by NSC Enforcement. It is extremely important that the Council maintain consistently and transparency during the referral process and the formalisation of the proposed enforcement referral document must reflect this.</p>	<p>SC</p> <p>PC</p>
<p>PC/06/08</p>	<p>Maintenance</p> <p>a) Station Bridge – Cllr Cooke will contact the Bristol Rail Board and request that the bridge is surveyed as it appears that a certain amount of maintenance is required.</p>	<p>PC</p>
<p>PC/06/09</p>	<p>Council Administration</p> <p>a) Allotments – The area is looking tidier and so the Council would like to pass its thanks on to the allotment holders.</p> <p>b) Notice board on the Green. Due to its state of disrepair a replacement board would be bought. Cllrs Marshall and Meek advised that one similar to the board recently purchased by the school would be ideal. Cllr Marshall will contact the school for supplier details.</p> <p>c) Cllr Marshall advised that she had collected the free summer bedding plants provided by NSC. It was proposed that PPC allocate funds for the purchase of eight planters/compost so that some of the plants can be displayed in prominent locations throughout the parish.</p> <p>Proposed: Cllr Meek Seconded: Cllr Cooke All in favour</p> <p>d) Unfortunately the recently held Annual Residents' Meeting had not been well attended. The Council will review how this event is advertised in the future and how residents could be encouraged to attend. Meantime a resident took the opportunity of thanking Councillors for all their efforts during the year.</p>	<p>VM</p> <p>VM</p>

PC/06/10	<p>Transport and Traffic</p> <p>a) A369/High Street Junction – Hatched box. PPC will request that NSC reinstate the box, as access to the High Street from the A369 can become blocked during periods of heavy traffic.</p>	PC
PC/06/11	<p>Community Reports</p> <p>a) St Mary's Church – Cllr Marshall reported that; The clock is currently in the process of being repaired. The recently held quilts exhibition raised £495 for church funds A concert was being held on the 15.06.13 with numerous groups attending</p> <p>b) St Mary's School Year 6 pupils had sat their SAT examinations and were preparing for their move up to secondary school</p> <p>c) Village Hall – Cllr Chilcott reported that; June's Community Café had been quieter than usual but that this was to be expected due to the good weather and school half term. July's Café would also host a 'table top sale' so that additional funds could be raised to go towards the cost of staging the Community Games being held later in the year.</p>	
PC/06/12	<p>AOB</p> <p>a) As reserve funds were in a healthy position, Cllr Meek asked if there were any projects that could be funded. Cllr Cooke had previously requested that the names of those parishioners who died during WW2 could be included on the war memorial. It was agreed that costs would be sought and the quotation submitted to the Council for review.</p>	PC
PC/06/13	<p>Date and time of next meeting 2nd July 2013</p>	

Meeting finished at 9.18 pm
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