

Portbury Parish Council

MINUTES

Minutes of the meeting held 3rd December 2013
Village Hall, High Street, Portbury

Present:

Councillors: Cllr Marshall Cllr Weekes Cllr Chilcott

Chairman: Cllr Cooke

Clerk: Cllr Meek (Minutes taken by Sara Thompson)

Others: Two members of the public
Mandy Bishop – NSC
PCSO Graham Roberts (left at 8.15pm)

Meeting commenced at 7.30pm

No	Item	Action																				
PC/12/01	Apologies – Mr John, Cllr N Ashton, Cllr L Hale, Mr Summerfield and Mr Phipps																					
PC/12/02	Statement – Cllr Meek At the end of November’s meeting, Cllr Meek had made a comment towards the Chair with regard to a statement that he (Cllr Cooke) had reportedly made at a Neighbourhood Watch meeting. Cllr Meek acknowledged that his comment was unfounded and apologised.																					
PC/12/03	Minutes of November’s meeting held 12.11.13 signed as a true record of proceedings. Proposed: Cllr Weekes Seconded: Cllr Meek All in favour																					
PC/12/04	Finance (a) <u>Payments for Authorisation</u> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"></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 December 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>NSC – Section 106 Agreement copy</td> <td style="text-align: right;">11.25</td> <td style="text-align: right;">2.25</td> <td style="text-align: right;">13.50</td> </tr> <tr> <td>CSJ Planning - professional review of PPC’s NG submission</td> <td style="text-align: right;">450.00</td> <td style="text-align: right;">90.00</td> <td style="text-align: right;">540.00</td> </tr> <tr> <td>John Hardwick – Christmas Trees x 2</td> <td style="text-align: right;">104.16</td> <td style="text-align: right;">20.84</td> <td style="text-align: right;">125.00</td> </tr> </tbody> </table>		<u>Nett</u>	<u>VAT</u>	<u>Gross</u>	PBS – Administration/Coordinator December 13 S/O	795.00	0.00	795.00	NSC – Section 106 Agreement copy	11.25	2.25	13.50	CSJ Planning - professional review of PPC’s NG submission	450.00	90.00	540.00	John Hardwick – Christmas Trees x 2	104.16	20.84	125.00	
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	<p>Proposed: Cllr Chilcott Seconded: Cllr Cooke All in favour</p> <p>Prejudicial/Personal Interest Payments</p> <p>Brian Weekes – Maintenance 11.11.13 to 25.11.13 144.00 0.00 144.00</p> <p>Cllr Weekes declared an Interest and abstained from voting.</p> <p>Proposed: Cllr Meek Seconded: Cllr Chilcott All in favour</p>	
<p>PC/12/05</p>	<p>Crime and Disorder</p> <p>(a) PCSO Roberts reported that there had been a number of thefts and attempted thefts in the Caswell Hill area. He requested that residents remain vigilant and to report any suspicious activity to the police.</p> <p>(b) The Council had previously enquired as to whether the Safety Camera Partnership speed van could visit Portbury. PC Clark had followed up this request but had been advised by the operators that they are unable to locate a safe place to park. This being the case, the police will continue with Speedwatch.</p> <p>(c) The temporary road bollards located at the ‘pinch neck’ on Mill Lane had been illegally removed and thrown in to an adjacent garden by persons unknown. The resident had informed the police and had been given an incident (log) number; he was surprised that it had not been recorded as a crime. For information purposes, PCSO Roberts would supply a stats report for both logged incidents and crime numbers issued.</p> <p>(d) Cllr Chilcott reported that an electric fence had been stolen, and a horse injured, from a field on Caswell Lane.</p> <p>(e) Neighbourhood Watch – Further to the statement from Cllr Meek (Item PC/12/02), and to prevent any similar misunderstandings in the future, Cllr Cooke would no longer act as NW coordinator. Any comments/queries that the NW group may have, should in future be directed to the parish council office.</p>	
<p>PC/12/06</p>	<p>Parish Plan and Website</p> <p>(a) Parish Plan</p> <p>Mr Phipps had reviewed the draft Parish Plan questionnaire and had offered suggestions for consideration.</p> <p>(b) Website</p> <p>Mr John had previously advised the Council that the web site was up to date.</p>	

<p>PC/12/07</p>	<p>Planning Applications received; (a) Applications Received – none</p> <p>(b) Election of Mr M Phipps to the role of PPC Planning Consultant. Due to his keen interest in local planning issues, and the technical knowledge that he would bring to this role, it was proposed to elect Mr Phipps as a planning consultant to the Council. Mr Summerfield had also offered his services and would be pleased to assist Mr Phipps with areas such as historic planning applications and village history.</p> <p>Proposal – To elect Mr Phipps and Mr Summerfield to the role of Planning Consultants</p> <p>Proposed: Cllr Cooke Seconded: Cllr Meek All in favour</p> <p>Mandy Bishop (NSC) advised that Mr Kent, Head of Development NSC, would be pleased to meet with Mr Phipps to discuss current planning policies.</p> <p>(c) Adoption of the Landscape Character Assessment and the Planning & Environment Objectives, prepared on behalf of PPC as part of the submission to NG, as official council documents. Both documents had proven to be sound and knowledgeable, and both had been reviewed by an independent planning specialist. It was therefore agreed to adopt them as official council documents so that reference could be made to them, should the need arise, when assessing future planning applications.</p> <p>Proposed: Cllr Cooke Seconded: Cllr Chilcott All in favour</p> <p>(d) Removal of PPC’s Planning Statement issued in August 2012 from PPC’s website. Due to the continuing changes in planning it was agreed to remove the planning statement issued in August 2012, and replace it with an updated version. Mr Phipps and Mr Summerfield would be requested to contribute.</p> <p>Proposed: Cllr Cooke Seconded: Cllr Meek All in favour</p> <p>(e) Approval of planning application submissions in response to 13/P/1919 and 13/P/2018 as agreed at PPC’s November meeting</p> <p>13/P/1919/F Atherton Barns – Refurbishment of barns to create office and education centre. Initial review suggests that this application is non-contentious. It was agreed that a ‘no objection’ comment would be submitted.</p> <p>Proposed: Cllr Chilcott Seconded: Cllr Chilcott All in favour</p> <p>13/P/2018/F (retrospective) Racecourse Farm – Change of use from existing stable to 3 no. Holiday flats and 2no offices. This retrospective application appears to include work that has been carried out in contradiction to the original application’s conditions, therefore the Council strongly objects to this application and will comment accordingly. Mr Phipps would be requested to</p>	<p>MP/LS</p> <p>PBS</p> <p>MP</p>
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	<p>draft a robust response</p> <p>Proposal to object;</p> <p>Proposed: Cllr Chilcott Seconded: Cllr Cooke All in favour</p>	
PC/12/08	<p>Maintenance</p> <p>(a) Black Rock Recycling Centre Further to November's PPC meeting, the Council had written to NSC advising them of its concerns with regard to the newly introduced policy which limits the type of vehicle etc that can use the facilities at Black Rock. Mandy Bishop advised that she would liaise with the appropriate NSC department to ensure that Cllr Weekes would be permitted to use the facilities when disposing of fly-tipped waste, even though the trailer to be used with is longer than those permitted. MB will also request clarification on permitted vehicle types.</p> <p>(b) Cllr Weeks had collected and erected the two parish Christmas trees and it was hoped that residents would assist in decorating them.</p> <p>(c) The bund at the A369/High Street lay-by continues to be damaged by parked vehicles and therefore it was agreed that wooden stakes would be installed to prevent this. A budget of £50.00 would be allocated for the purchase of stakes and warning tape.</p> <p>Proposed: Cllr Meek Seconded: Cllr Cooke All in favour</p> <p>(d) It was noticed by Cllr Marshall that the horse mounting block by the footbridge had become obscured by overgrowth. Cllr Weekes would strim back.</p>	<p>MB</p> <p>BW</p> <p>BW</p>
PC/12/09	<p>Council Administration</p> <p>(a) PBS advised that they had they had contacted NSC with regard to the availability of the Precept Support Grant for year 2014/15. NSC advised that this was currently under review and all Councils would be advised mid December.</p>	
PC/12/10	<p>Transport and Traffic</p> <p>(a) Pinch neck – Mill Lane. NSC had drawn up plans, and submitted a 90 days work order, to install a permanent barrier of double kerbs. It was anticipated that the road would be shut for up to four days to allow for the work to be completed (to be confirmed).</p> <p>(b) Bus service X8 – The new service was operational and users were pleased with the timetable.</p>	

<p>PC/12/11</p>	<p>Community Reports</p> <p>(a) St Mary's School – The Christmas fair was being held on 06.12.13.</p> <p>(b) St Mary's Church – The Bold Brass Band will be performing their Christmas concert on the 12.12.13 at 7.30pm – tickets were available at £5.00 each and included mince pies and mulled wine.</p> <p>(c) Village Hall – The Christmas community café was being held on 07.12.13, there would be numerous stalls selling Christmas goods and also the chance for the children to meet Father Christmas. A recent leaflet drop had led to several new club memberships being purchased. Cllr Chilcott would request the service of volunteers to help decorate the village green Christmas tree on the 15.12.13.</p>	<p>SC</p>
<p>PC/12/12</p>	<p>AOB</p> <p>(a) A gentleman from Elm Tree Park sought assurance that the views of the Park's residents had been submitted with regard to National Grid's pylon routing consultation. The negative effects of NG's Option A on the residents of Elm Tree Park had certainly been included as part of the Council's submission, but the Council were unable to comment on individual views as this would have been the responsibility of each household to have returned NG's consultation forms.</p> <p>Cllr Cooke took this opportunity of reminding residents that there are two parish councillor vacancies open for co-option.</p> <p>(b) The Council were requested to contact Gordano Rugby Club to ask if some of the pitch lights could be adjusted, as currently there is very bright distracting beam shining directly on to Caswell Lane.</p>	<p>PBS</p>
<p>PC/12/13</p>	<p>Date and time of next meeting – 7th January 2014</p>	

Meeting finished at 8.55 pm

Portbury Parish Council

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