

# Portbury Parish Council

## MINUTES

**Minutes of the meeting held 1<sup>st</sup> April 2014**  
**Village Hall, High Street, Portbury**

**Present:**

**Councillors:** Cllr Hale Cllr Weekes Cllr Marshall

**Chairman:** Cllr Cooke

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

**Others:** Mandy Bishop (NSC)  
 One member of the public

Meeting commenced at 7.30pm

No	Item	Action																
PC/04/01	<b>Apologies</b> – Received from Cllr Chilcott, Cllr Ashton, PC Clark (acting sergeant) & PCSO Roberts																	
PC/04/02	<b>Minutes</b> of March’s meeting held 4 <sup>th</sup> March 2014 signed as a true record of proceedings.  Proposed: Cllr Weeks      Seconded: Cllr Meek      All in favour																	
PC/04/03	<p><b>Finance</b></p> <p><b>(a) Payments for Authorisation</b></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"></th> <th style="text-align: right; width: 10%;"><u>Nett</u></th> <th style="text-align: right; width: 10%;"><u>VAT</u></th> <th style="text-align: right; width: 20%;"><u>Gross</u></th> </tr> </thead> <tbody> <tr> <td>PBS – Administration/Coordinator April 2014 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>SSE Contracting – lighting maintenance 4<sup>th</sup> 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>David Cook – Ditch clearance</td> <td style="text-align: right;">375.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">375.00</td> </tr> </tbody> </table> <p>Proposed: Cllr Meek      Seconded: Cllr Hale      All in favour</p> <p><b>Prejudicial/Personal Interest Payments</b></p> <p>Brian Weekes – Maintenance March 2014      186.00      0.00      186.00            Cllr Weekes declared an Interest and abstained from voting.</p> <p>Proposed: Cllr Meek      Seconded: Cllr Marshall      All in favour</p>		<u>Nett</u>	<u>VAT</u>	<u>Gross</u>	PBS – Administration/Coordinator April 2014 S/O	795.00	0.00	795.00	SSE Contracting – lighting maintenance 4 <sup>th</sup> quarter	43.88	8.78	52.66	David Cook – Ditch clearance	375.00	0.00	375.00	
	<u>Nett</u>	<u>VAT</u>	<u>Gross</u>															
PBS – Administration/Coordinator April 2014 S/O	795.00	0.00	795.00															
SSE Contracting – lighting maintenance 4 <sup>th</sup> quarter	43.88	8.78	52.66															
David Cook – Ditch clearance	375.00	0.00	375.00															

	<p><b>(b) Allotments</b> – annual fee. It was agreed that the annual allotment fee would remain at £25 for the financial year 2014/15. Annual invoices and agreements would be issued to tenants w/c 31.03.14.</p> <p><b>(c) Portishead Youth Club</b> – donation request. It was agree that a donation of £50.00 would be made.</p> <p>Cllr Cooke declared an Interest and abstained from voting</p> <p>Proposed: Cllr Meek                      Seconded: Cllr Hale                      All in favour</p>	<b>PBS</b>
<b>PC/04/04</b>	<p><b>Crime and Disorder</b></p> <p>Although unable to attend the meeting, PC Clark had previously advised that there had been a burglary in Station Road, with personal property and a vehicle being stolen. Cllr Meek suggested that the installation of a CCTV camera outside of the village hall may be worth considering and offered to investigate further.</p>	<b>JM</b>
<b>PC/04/05</b>	<p><b>Parish Plan and Website</b></p> <p><b>(a) Parish Plan</b> – The questionnaire had been distributed to all properties within the parish, and completed forms were being returned. Cllr Cook thanked all those that had assisted in the distribution.</p> <p><b>(b) Website</b> – Nothing new to report</p>	
<b>PC/04/06</b>	<p><b>Planning</b></p> <p><b>(a) Applications Received</b></p> <p><b>14/P/0592/F</b> - Gordano Rugby Club. Change of playing surface from natural to artificial turf. The Council supported this application and would respond to NSC accordingly. As part of the application, the Council would request that a Construction Logistics Plan is also submitted by the contractors so as to ensure that the safety of pedestrians, as a significant number of heavy lorry movements is anticipated.</p> <p>Proposed: Cllr Meek                      Seconded: Cllr Cooke                      All in favour</p> <p><b>14/P/0562/ADV</b> - Bus stops at various sites in Portishead area inc Portbury Common and Station Road - Display of internally illuminated advertisements in bus shelters. Pre meeting it was resolved that the Council would object to this application as the signage and lighting are considered unnecessary, and the advertisements distracting to vehicle drivers.</p> <p><b>(b) National Grid – Pylon routing</b></p> <p>Nothing new to report</p>	

PC/04/07	<p><b>Maintenance</b></p> <p>(a) <b>Playing Field</b> – Cllr Weeks advised that the ditch had now been cleared and the fence repaired.</p> <p>(b) <b>Church Wall</b> – Repairs will commence in the next week or so.</p>	
PC/04/08	<p><b>Council Administration</b></p> <p>(a) <b>Electoral Boundary Review of North Somerset</b> - The Council support the view held by Cllr Ashton NSC, which is that the revised proposal made by LG BCE on 12<sup>th</sup> February 2014 (map b) is an unacceptable change to the initial recommendations (map a). Cllr Cooke will draft a letter to LG BCE accordingly.</p> <p>(b) <b>Replacement Notice Board</b> - A sum of £398.00 plus VAT was allocated for the purchase of a replacement notice board from Officefurnitureonline.co.uk. PBS to order from supplier.</p> <p>Proposed: Cllr Cooke                      Seconded: Cllr Meek                      All in favour</p> <p>(c) <b>Notice board Moorgate</b> - Cllr Marshall volunteered to maintain this notice board so that parishioners in the Sheepway area are kept up to date with village events etc.</p>	<p><b>PC</b></p> <p><b>PBS</b></p> <p><b>VM</b></p>
PC/04/09	<p><b>Transport and Traffic</b></p> <p>(a) <b>A369/High Street Lay By</b> – Permission will be sought from NSC to allow for the installation of bollards at the entrance to the lay by, thus reducing the width and thereby preventing lorries parking up overnight.</p>	
PC/04/10	<p><b>Community Reports</b></p> <p>(a) <b>St Mary's School</b> – 04.04.14 A flower service will be held</p> <p>(b) <b>St Mary's Church</b> – 05.04.14 A campanology event is being held with sixty bell ringers due to attend. Forthcoming events include 'Open Gardens' and the Bluebell Café in support of local charities.</p> <p>(c) <b>Village Hall</b> – The next Community Café is being held 05.04.14 and summer skittles will commence in May.</p>	
PC/04/11	<p><b>AOB</b></p> <p>(a) <b>NSC Parish Council Workshop</b> – Mandy Bishop advised that this event would be well worth attending but as most councillors work during the day it was unlikely that any representative would be able to. Should a meeting presentation pack be available, Councillors would be pleased to receive a copy.</p> <p>(b) <b>Centenary Poppy Seeds</b> – Cllr Marshall offered to organise the scattering of the purchased seeds.</p>	<p><b>MB</b></p> <p><b>VM</b></p>

<b>PC/04/12</b>	<b>Date and time of next meeting – 6<sup>th</sup> May 2014</b>	
-----------------	--	--

**Meeting finished at 8.45 pm**

**Portbury Parish Council**

**Adcroft House, 15 Roath Road. Portishead BS20 6AW**

**Tel: 01275 815012 portbury\_parish\_council@hotmail.co.uk**