

# Portbury Parish Council

## MINUTES

**Minutes of the meeting held 5<sup>th</sup> August 2014**  
**Village Hall, High Street, Portbury**

**Present:**

**Councillors:** Cllr Weekes Cllr Marshall

**Chairman:** Cllr Cooke

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

**Others:** Mr John  
Mr Summerfield (arrived at 7.45pm)  
Four members of the public  
Mr Phipps

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Meeting commenced at 7.30pm

No	Item	Action
PC/08/01	<b>Apologies</b> – Received from Cllr Chilcott, Cllr Hale and Mandy Bishop (NSC)	
PC/08/02	<b>Minutes</b> – The Minutes of July’s meeting held 1 <sup>st</sup> July 2014 signed as a true record of proceedings.  Proposed: Cllr Weekes      Seconded: Cllr Meek      All in favour	

<p><b>PC/08/03</b></p>	<p><b>Finance</b></p> <p><b>(a) Payments for Authorisation</b></p> <table border="1"> <thead> <tr> <th></th> <th><u>Nett</u></th> <th><u>VAT</u></th> <th><u>Gross</u></th> </tr> </thead> <tbody> <tr> <td>PBS – Administration/Coordinator August 2014 S/O</td> <td>795.00</td> <td>0.00</td> <td>795.00</td> </tr> <tr> <td>Grant Thornton – External Auditors</td> <td>100.00</td> <td>20.00</td> <td>120.00</td> </tr> <tr> <td>GB Sport &amp; Leisure – Annual Playground Inspection</td> <td>75.00</td> <td>15.00</td> <td>90.00</td> </tr> </tbody> </table> <p><b>Prejudicial/Personal Interest Payments</b></p> <table border="1"> <tbody> <tr> <td>Brian Weekes – Maintenance July 2014</td> <td>242.00</td> <td>0.00</td> <td>242.00</td> </tr> <tr> <td>K &amp; E Maintenance – Notice board installation</td> <td>115.00</td> <td>0.00</td> <td>115.00</td> </tr> </tbody> </table> <p>Councillor Weekes declared an Interest and abstained from voting.</p> <p>Proposed: Cllr Cooke                      Seconded: Cllr Meek      All in favour</p> <p><b>b)</b> NSC quotation – Supply and installation of ‘No Parking – Passing Space’ signs at the lay by on Caswell Lane. Contribution request from NSC - £500.00. After a brief discussion it was agreed that NSC would be requested to supply and install signs x 2, and that a £500 contribution towards costs would be made available.</p> <p>Proposed: Cllr Cooke                      Seconded: Cllr Meek</p> <p>Three in favour – one against</p> <p><b>(c)</b> Quotation received from M Bryant re. Lime Tree maintenance (village green). To include balanced reduction and lifting of the Crown, thinning. £720.00</p> <p>Due to the quoted cost, two alternative tree surgeons would be invited to tender.</p>		<u>Nett</u>	<u>VAT</u>	<u>Gross</u>	PBS – Administration/Coordinator August 2014 S/O	795.00	0.00	795.00	Grant Thornton – External Auditors	100.00	20.00	120.00	GB Sport & Leisure – Annual Playground Inspection	75.00	15.00	90.00	Brian Weekes – Maintenance July 2014	242.00	0.00	242.00	K & E Maintenance – Notice board installation	115.00	0.00	115.00	<p><b>PBS</b></p>
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<p><b>PC/08/04</b></p>	<p><b>Crime and Disorder</b></p> <p><b>(a)</b> Cllr Marshall reported that fruit had been stolen from the allotments.</p>																									
<p><b>PC/08/05</b></p>	<p><b>Parish Plan and Website</b></p> <p><b>(a)</b> Website – nothing new to report</p> <p><b>(b)</b> Parish Plan – Mr John advised that the collation of the information provided on the returned parish plan questionnaires should be completed by early October.</p>																									
<p><b>PC/08/06</b></p>	<p><b>Planning</b></p> <p><b>(a) Applications Received</b></p> <p><b>14/P/1624/F</b> - Welcome Break Gordano. Installation of 2 no. Electric Vehicle Quick Charging Points in the main car park area – The Council do not object to this application</p>	<p><b>Idox</b></p>																								

	<p><b>14/1478/TPO</b> - Holford Lodge, Sheepway. 1 Hornbeam - Raise crown by 3m. The Council do not object to this application but is aware that a local resident is objecting due to a question over land and tree ownership.</p> <p><b>14/P/1498/F</b> - 53 Caswell Lane, Clapton-in-Gordano. Erection of a single storey rear extension. The Council do not object to this application.</p> <p><b>14/P/1459/F</b>- Brook Barn, Caswell Lane. Alterations and extension to holiday accommodation. Firstly it should be noted that the holiday accommodation has yet to be developed; a conversion of an agricultural barn (NSC planning application 12/P/0374). A condition (no. 8) of the application 12/P/0374 being granted states that <i>'Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995, or any Order amending or revoking and re-enacting that Order, no extensions or external alterations to the holiday accommodation shall be carried out'</i>.</p> <p>The sustainability of this type of business is also questioned, as at least two other 'holiday let' business owners within the area have previously stated that it is not viable for them to continue to operate due to lack of trade. Mr Phipps will draft a reply to NSC reflecting the above.</p> <p><b>(b) Planning Inspectorate – National Grid’s Planning Application Examination Hinkley to Seabanks Connection</b></p> <p>National Grid Update – Mr Phipps took the opportunity of confirming that representatives of Portbury were fully prepared and ready to submit their registration of interest to the Planning Inspectorate by the 26.08.14.</p> <p>Portbury Dock had also advised the Council that they fully support option 'B' and have engaged legal representation to assist.</p>	<p><b>ldox</b></p>
<p><b>PC/08/07</b></p>	<p><b>Maintenance</b></p> <p><b>(a)</b> A request will be made to NSC for the following issues to be addressed;</p> <ol style="list-style-type: none"> <li>1. Overhanging vegetation – Sheepway</li> <li>2. Road warning signs obstructed by vegetation – Portbury Hundred</li> <li>3. Drains – Portbury Lane (Failand Lane Junction to Oakham Farm Treasures)</li> </ol> <p>Gullies obstructed with debris and vegetation.</p> <p><b>(b)</b> Hillside – Overgrown tree canopy. The Council are aware that these trees are owned by the residents of Hillside but unfortunately none appear to have taken steps to maintain them. As several of Weston Power Distribution power lines run through the canopy, the Council had previously asked if they could schedule a maintenance cut. PBS to follow up enquiry for update.</p> <p><b>(c)</b> Village Green – Cllr Weekes advised that the cost of path widening as discussed at July’s PPC meeting (PC/07/07) would be approx £400.00. Cllr Cooke proposed that funds be made available.</p> <p>Proposed: Cllr Cooke                      Seconded: Cllr Meek                      All in favour</p>	<p><b>PBS</b></p> <p><b>PBS</b></p>

PC/08/08	<p><b>Council Administration</b></p> <p><b>(a) EIG Parish Council</b> – Joint meeting proposal. EIG PC had proposed that a joint meeting be held with PPC so that mutual concerns and issues could be discussed. Item to be added to September’s agenda but meantime Councillor Meek would attend EIG’s next Parish Council meeting.</p>	JM
PC/08/09	<p><b>Transport &amp; Traffic</b></p> <p><b>(a) Portbury Lane – Vehicle Priority and calming.</b> A resident expressed their annoyance at the poor standard of driving within the village; from vehicles speeding down the High Street, through to driver aggression at the ‘pinch neck’.</p> <p>Traffic issues are discussed on a regular basis at PPC’s meetings, often without resolution. Therefore Cllr Cooke suggested that an ‘inter-agency’ meeting be held so that a course of action, which is both financially and practically viable, can be agreed upon.</p> <p>A residents’ meeting to discuss the perceived dangers, and suggested solutions, will be held on the 2<sup>nd</sup> September 2014 between 7.00 to 8.30pm in the Village Hall. (PPC’s monthly meeting will follow at 8.30pm).</p> <p>Items from this meeting will then be tabled at the ‘inter-agency’ meeting, to which representatives from NSC, Avon &amp; Somerset Police and the Highways Agency will be invited. Cllr Cooke to organise.</p> <p><b>(b) Parking</b> – As above</p>	PC
PC/08/10	<p><b>Community Reports</b></p> <p><b>(a) St Mary’s School</b> – The end of year school fete had been well attended</p> <p><b>(b) St Mary’s Church</b> – The Harvest Festival will be held in the village hall on 03.10.14.</p> <p><b>(c) Village Hall</b> – Nothing new to report</p> <p><b>(d) Allotments</b> – Cllr Marshall had recently carried out allotment maintenance such as strimming and fence painting. Cllr Cooke thanked Cllr Marshall for the lovely summer flower displays that she had organised.</p>	
PC/08/11	<p><b>AOB</b></p> <p><b>(a)</b> Several residents asked further questions of Mr Phipps with regard to the Planning Inspectorate’s registration process.</p>	
PC/08/12	<p><b>Date and time of next meeting – 2<sup>nd</sup> September 2014 commencing at 8.30pm</b></p>	

**Meeting finished at 9.30 pm**

**Portbury Parish Council**

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