

Portbury Parish Council

MINUTES

Minutes of the meeting held 30th April 2015
Adcroft House, 15 Roath Road, Portishead

Present:

Councillors: Cllr Weekes Cllr Hale Cllr Marshall

Chairman: Cllr Cooke

Clerk: Cllr Meek (Minutes taken by Sara Thompson)

Others: Mr L Summerfield

Meeting commenced at 7.30pm

No	Item	Action																
PC/05/01	Apologies – None received																	
PC/05/02	<p>Minutes – The Minutes of April’s meeting held 7th April 2015 signed as a true record of proceedings.</p> <p>Proposed: Cllr Cooke Seconded: Cllr Hale All in favour</p>																	
PC/05/03	<p>Finance</p> <p>(a) Payments authorised</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">PBS – Administration/Coordinator April 2015 S/O</td> <td style="width: 10%; text-align: right;">795.00</td> <td style="width: 10%; text-align: right;">0.00</td> <td style="width: 20%; text-align: right;">795.00</td> </tr> <tr> <td>Greensleeves – Village green spring feed and weed</td> <td style="text-align: right;">103.33</td> <td style="text-align: right;">20.67</td> <td style="text-align: right;">124.00</td> </tr> </table> <p>Additional item for authorisation;</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Portbury Village Hall – Rent Jan, Feb and March 15</td> <td style="width: 10%; text-align: right;">54.00</td> <td style="width: 10%; text-align: right;">0.00</td> <td style="width: 20%; text-align: right;">54.00</td> </tr> </table> <p>Proposed: Cllr Meek Seconded: Cllr Cooke All in favour</p> <p>Prejudicial/Personal Interest Payments – Cllr Weekes declared an Interest and abstained from voting</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Brian Weekes – April 15 Maintenance</td> <td style="width: 10%; text-align: right;">227.50</td> <td style="width: 10%; text-align: right;">0.00</td> <td style="width: 20%; text-align: right;">227.50</td> </tr> </table> <p>Proposed: Cllr Cooke Seconded: Cllr Meek All in favour</p>	PBS – Administration/Coordinator April 2015 S/O	795.00	0.00	795.00	Greensleeves – Village green spring feed and weed	103.33	20.67	124.00	Portbury Village Hall – Rent Jan, Feb and March 15	54.00	0.00	54.00	Brian Weekes – April 15 Maintenance	227.50	0.00	227.50	
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	<p>(b) Approval of the Annual Return for the Financial Year Ended 31st March 2015</p> <p>1. Approval of the Accounting Statements 2014/15. Councillors had received an Income & Expenditure breakdown, cash book and bank/petty cash reconciliation, and all agreed to the proposal that the accounting statements for 2014/15 were correct.</p> <p>Proposed: Cllr Hale Seconded: Cllr Cooke All in favour</p> <p>2. Approval of the Annual Governance Statement 2014/15. It was proposed, and agreed, that procedures stated are adhered to.</p> <p>Proposed: Cllr Hale Seconded: Cllr Meek All in favour</p>	
PC/05/04	<p>Crime and Disorder</p> <p>(a) One crime had been reported in April, a burglary at a house in Horse Race Lane.</p>	
PC/05/05	<p>Parish Plan and Website</p> <p>(a) Website – Nothing new to report</p> <p>(b) Parish Plan – Nothing new to report</p>	
PC/05/06	<p>Planning</p> <p>(a) Applications Received</p> <p>15/P/0837/PDA - Springfield, Sheepway. Erection of a new agricultural building with solar panels. It was agreed that before comment was made, the PDA status needed to be clarified due to concern that the area of the land did not meet with this requirement.</p> <p>15/P/0710/F - 47 Moor Gate, Portbury. Erection of a two storey rear extension. No objections were raised.</p> <p>(b) National Grid – Mr Phipps had accompanied The Planning Inspectorate on a site inspection to Elm Tree Park on 16.04.15.</p>	MP
PC/05/07	<p>Maintenance</p> <p>(a) Village Green – The first course of weed and feed treatment had been applied. However concern was raised that the contractor had not placed warning signs indicating that herbicides had been used. This item would be placed on June’s agenda for further discussion prior to the second course of treatment being confirmed.</p>	

	(b) Weekly Recycling Lorries – Litter falling from the lorries continue to be a problem and had been reported to NSC again.	
PC/05/08	Council Administration Nothing new to report	
PC/05/09	Transport & Traffic (a) Caswell Lane passing places – Unfortunately drivers were continuing to ignore the signs indicating that these areas were for passing and not parking. Laminated ‘No Parking’ signs would also be placed on the posts to reaffirm this request.	PBS
PC/05/10	Community Reports (a) St Mary’s School – The summer fete would be held 04.07.15 (b) St Mary’s Church – The repaired chancel bell had been reinstated (c) Village Hall – The Cider Festival being held 18.05.15 was proving to be very popular with tickets already being sold out (d) Allotments – Nothing new to report	
PC/05/11	Any Other Business Cllr Hale took the opportunity of thanking Cllrs Cooke, Meek and Marshall for their time and effort spent whilst serving as councillors.	
PC/05/12	Date and time of next meeting –2nd June 2015 at 7.30pm	

Meeting finished at 8.10 pm

Portbury Parish Council

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