

Portbury Parish Council

MINUTES

Minutes of the meeting held 2nd June 2015
Village Hall, High Street, Portbury

Present:

Councillors: Cllr Weekes Cllr Langdon Cllr Lange Cllr Randall Cllr Romanski

Chairman: Cllr Phipps

Clerk: (Minutes taken by Sara Thompson)

Others: Mr L Summerfield
Mandy Bishop NSC

Meeting commenced at 7.30pm

No	Item	Action
PC/06/01	Apologies – Cllrs Hale and Longstaff	
PC/06/02	Minutes of PPC meeting held 30th April 2015 – approval Minutes of the Annual Meeting of the Council held 21 st May 2015 – approval RESOLVED that: The Minutes were a true record of proceedings and duly signed.	
PC/06/03	Chairman’s Report – Matters Arising Prior to the meeting, Cllr Phipps had circulated documentation for review; the initial analysis of outputs from the Parish Plan Questionnaire and also a suggested list of ‘Areas of Responsibilities’. (a) Areas of Responsibilities – Responsibilities agreed. Please refer to attached document. (b) Parish Plan Questionnaire – Residents’ concerns identified from the questionnaire analysis would be reviewed and addressed where possible; these included traffic and transport, maintenance and the introduction of a parish newsletter. Updates would be made on a regular basis.	

	<p>(c) Correspondence received; An invitation to attend the North Somerset Clinical Commissioning Group Summer Stakeholder Event on 02.07.15. had been received. Cllr Randall offered to represent the Council at this event. PBS to make booking.</p> <p>(d) Mandy Bishop NSC advised the Chairman that she considered a meeting between the Council and representatives from NSC to be beneficial.</p> <p>RESOLVED that: A joint meeting with NSC would precede July's PPC monthly meeting. This meeting would commence at 7.30pm, with Council meeting starting at 8.00pm</p> <p>(e) Model Financial Orders – The Model would be reviewed and adapted where necessary. A draft would be circulated to Councillors for formal adoption at a later date.</p> <p>(e) Development of the WI Bee Garden, Village Green. RESOLVED that: Site preparation would also include hard landscaping between the borders and grass, and between the bench and wall.</p>	<p>SR PBS</p> <p>ML</p> <p>BW</p>																
<p>PC/06/04</p>	<p>Finance</p> <p>(a) Payments for Authorisation</p> <table border="1" data-bbox="395 1025 1342 1122"> <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 May 2015 S/O</td> <td>795.00</td> <td>0.00</td> <td>795.00</td> </tr> <tr> <td>EDF Energy – Electricity supply</td> <td>86.71</td> <td>4.32</td> <td>91.03</td> </tr> </tbody> </table> <p>Prejudicial/Personal Interest Payments</p> <table border="1" data-bbox="395 1211 1342 1249"> <tbody> <tr> <td>Brian Weekes – Maintenance May 15</td> <td>315.00</td> <td>0.00</td> <td>315.00</td> </tr> </tbody> </table> <p>Cllr Weekes declared an Interest and abstained</p> <p>RESOLVED that: The payments as scheduled above were approved</p>		<u>Nett</u>	<u>VAT</u>	<u>Gross</u>	PBS – Administration/Coordinator May 2015 S/O	795.00	0.00	795.00	EDF Energy – Electricity supply	86.71	4.32	91.03	Brian Weekes – Maintenance May 15	315.00	0.00	315.00	
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<p>PC/06/05</p>	<p>Crime and Disorder Nothing new to report</p>																	
<p>PC/06/06</p>	<p>Parish Plan and Website</p> <p>(a) Website – Cllr Lange would liaise with Mr John regarding website maintenance.</p> <p>(b) Parish Plan – Please refer to Chairman's report above PC/06/03 (b)</p>	<p>NL</p>																

PC/06/07	<p>Planning</p> <p>(a) Applications Received None received</p> <p>(b) National Grid – Cllr Phipps advised that the Issue Specific meeting held with the Planning Inspectorate 22.05.15 was to be continued on 15.06.15. The venue being the Winter Gardens in Weston-Super-Mare and the start time being 10.30am.</p>	
PC/06/08	<p>Maintenance</p> <p>(a) Village Green – Cllr Phipps would confirm the date of the second feed and weed treatment with the contractor, whilst also requesting that they provide proper signage advising that pesticides had been used.</p>	MP
PC/06/09	<p>Council Administration/Correspondence</p> <p>(a) Any other business – any item raised under this heading results in the public missing the opportunity to be present and involved in discussion. Therefore good practice advises that to preserve transparency there should be no item under this heading unless it is a request to add an item to a future agenda. RESOLVED that – there shall be no AOB item on the agenda, the Chair shall only allow a topic to be raised for future discussion.</p> <p>(b) Portbury Wharf Nature Reserve – Correspondence had been received advising that the management of the reserve may pass from AWT to NSC. Cllr Phipps would liaise with Portishead Town Council to gather further information.</p>	MP
PC/06/10	<p>Transport & Traffic</p> <p>(a) A Notice of Intent from NSC had been received regarding a road closure on the 04.07.15 – the High Street and Portbury Lane are to be surface dressed. Notices had been placed on the village boards.</p>	
PC/06/11	<p>Community Reports</p> <p>(a) St Mary's School – Nothing new to report</p> <p>(b) St Mary's Church – Nothing new to report</p> <p>(c) Village Hall – Cllr Phipps advised that a healthy profit had been made on sales at the recently held cider festival</p> <p>(d) Allotments – Nothing new to report</p>	
PC/06/12	<p>Date and time of next meeting –7th July 2015 at 8.00 pm</p>	

Meeting finished at 8.56 pm

Portbury Parish Council

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Signed as a true record of proceedings;

Name:

Position:

Date: