

Portbury Parish Council

MINUTES

Minutes of the meeting held 7th July 2015
Village Hall, High Street, Portbury

Present:

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

Chairman: Cllr Phipps

Clerk: Cllr Hale (Minutes taken by Sara Thompson)

Representatives: Mr L Summerfield - Footpaths
Mandy Bishop – NSC

Others: One member of the public

Meeting commenced at 8.20pm

No	Item	Action								
PC/07/01	Apologies – None received									
PC/07/02	Minutes of PPC meeting held 2 nd June 2015 – approval RESOLVED that: The Minutes were a true record of proceedings and duly signed.									
PC/07/03	Chairman’s Report – Matters Arising Prior to the meeting, Cllr Phipps had circulated his monthly report for review; topics included pylons, planning, Portbury Wharf Nature Reserve and Email protocol. Councillors will use their Parish domain e-mail address for official communications and circulation of papers but may continue to use private e-mail addresses as appropriate. All official e-mails must be treated as being in the public domain.									
PC/07/04	Finance (a) Payments for Authorisation <table style="width: 100%; border: none;"><tr><td style="width: 60%;"></td><td style="text-align: right;"><u>Nett</u></td><td style="text-align: right;"><u>VAT</u></td><td style="text-align: right;"><u>Gross</u></td></tr><tr><td>PBS – Administration/Coordinator June 2015 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></table>		<u>Nett</u>	<u>VAT</u>	<u>Gross</u>	PBS – Administration/Coordinator June 2015 S/O	795.00	0.00	795.00	
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	<p>SSE Contracting – 1st quarter lighting maintenance 43.88 8.78 52.66 Grant Thornton – external audit fee 100.00 20.00 120.00 Greensleeves – village green grass treatment 103.33 16.67 124.00 Portbury Village Hall – room rent 54.00 0.00 54.00</p> <p>Prejudicial/Personal Interest Payments Brian Weekes – Maintenance June 15 287.50 0.00 287.50</p> <p>Cllr Weekes declared an Interest and abstained from voting</p> <p>RESOLVED that: The payments as scheduled above were approved</p> <p>(b) PBS suggested that, in future, monthly financial information and payment authorisation could be provided on a separate page to assist with budgetary control.</p>	
<p>PC/07/05</p>	<p>Crime and Disorder Nothing new to report. MAP will endeavour to make contact with Roy Ball regarding the status of the neighbourhood watch scheme that he operates.</p>	
<p>PC/07/06</p>	<p>Parish Plan and Website (a) The council website was currently in the process of being updated with new councillor information.</p>	
<p>PC/07/07</p>	<p>Planning (a) Applications Received – 15/P/1225/F – Land off Portbury Hundred. Due to the end date of the consultation period being before July’s PPC meeting, councillors had previously reviewed principle of development on the Portbury Hundred and agreed that due to potential impact on the landscape, and required access to the Portbury Hundred, it would be unlikely that any significant development would be acceptable, especially if this involved increased access requirements from the Portbury Hundred. The Chair was given delegated authority to respond to the above application as necessary in this light.</p> <p>RATIFY that: Council ratified that the decision and action by the Chair to submit a letter of objection was approved</p> <p>(b) National Grid In his Chairman’s report, Cllr Phipps advised that the last deadline to be met was No 7, and due to the Planning Inspectorate by 13.07.15. PPC’s submission would question issues raised by the Bristol Port Company in defence of their preference for route A.</p>	

	<p>(c) Planning Enforcement Strategy It was noted that several developments within the village are progressing in what appears to be direct contravention of NSC's planning application decisions. Each had been referred to NSC Enforcement for further investigation as it is the view of the council that, even if PPC had supported the original application, NSC's planning decision should be adhered to.</p> <p>(d) Pre Application Advice Report 15/P/1155/PRE – Cllr Weekes had sought advice from NSC regarding the erection of a storage building on land north-east of Caswell Cross Cottages, Portbury. The initial response from NSC had not been positive, and their assessment indicated that should an application for planning permission be submitted, it would most likely be refused. Cllr Weekes asked that the Parish Council consider this case.</p> <p>As Cllr Weekes would be acting as agent for any application submitted, he declared an interest and was asked to leave the room. Cllr Phipps also declared an Interest as he had viewed the initial proposal and offered advice to Cllr Weekes; he also requested that Cllr Hale chair the meeting for this item and indicated that he would not offer any views of the proposal but would answer any questions that Councillors had.</p> <p>The assessment identifies several areas of concern including necessity, scale, visual impact and location of the building. It was considered that the applicant would be required to submit a robust case as to why the building should be allowed in the Green Belt as agricultural use had not been demonstrated. It was agreed that, as this was a pre-application assessment only, the Parish Council were not yet required to consider the proposal formally. Since Cllr Weekes had asked for the proposal to be considered it was felt appropriate to write a note to Cllr Weekes, without prejudice, referencing the planning advice already given, setting out what he would have to demonstrate to the case officer in response to her comments. If Cllr Weekes then went forward with a full application the Parish Council would then be able to discuss it formally.</p> <p>Cllr Weekes was invited to return to the meeting</p>	MP
PC/07/08	<p>Maintenance (a) Village Green Project Maintenance of the village green continues, with the WI's bee garden being planted and the second grass treatment being completed. It was suggested that professional advice be sought to assist with design concept and plant suitability.</p> <p>RESOLVED that: Funds of up to £500.00 would be made available for professional advice.</p>	

	<p>(b) TCV – Conservation Volunteers The group of volunteers offer assistance in the clearing of neglected green spaces and environmental projects. A flyer had been received offering help with any future scheme within the area – this would be noted for future reference.</p>	
PC/07/09	<p>Council Administration/Correspondence (a) Parish Newsletter Final editing of the first parish newsletter was near completion and costs would be sought for a print run. The newsletter would include a ‘tear off’ slip for parishioners would wished to be included in future council email updates and, with this in mind, it was suggested that a post box be installed at the village hall so that it could be used as a collection point – The village hall would be approached for permission to do so.</p>	PBS BW MP
PC/07/10	<p>Transport & Traffic (a) 20mph speed limits. The council had voiced its support regarding the 20mph speed limits being introduced in Clapton-in-Gordano, and would welcome a similar scheme in Portbury. NSC had been contacted and their representative, John Painter, had been invited to attend either the August or September meeting, depending on his availability, to discuss viable options.</p> <p>(b) Proposed Portishead Railway Connection. Details regarding the launch of the stakeholder consultation had been received and further information could be found via the web link http://travelwest.info/project/portishead-branch-line-consultation</p>	MB
PC/07/11	<p>Community Reports (a) St Mary’s School – Nothing new to report (b) St Mary’s Church – Mrs Marshall advised that that the Victorian church clock required further repairs and that a request for a donation from the council would be made. Cllr Phipps asked that this be formally submitted via a letter or email for discussion at next month’s meeting. It was also confirmed that the sum of up to £150.00 was still available for the procurement of a handrail locking device. (c) Village Hall – Nothing new to report (d) Allotments – Nothing new to report</p>	
PC/07/12	Date and time of next meeting – 4 th August 2015 at 7.30 pm	

Meeting finished at 10.05 pm

Portbury Parish Council

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Signed as a true record of proceedings;

Name:

Position:

Date: