

# Portbury Parish Council

## MINUTES

Minutes of the meeting held 3<sup>rd</sup> November 2015  
Village Hall, High Street, Portbury

**Present:**

**Councillors:** Cllr Weekes                      Cllr Langdon  
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  
John Painter – NSC (left at 8.20pm)

**Others:** One member of the public

---

Meeting commenced at 7.30pm

No	Item	Action
PC/11/01	<b>Apologies</b> – Cllr Lange	
PC/11/02	<b>Minutes</b> of PPC meeting held 6 <sup>th</sup> October 2015 – approval  <b>RESOLVED that:</b> The Minutes were a true record of proceedings and duly signed.	
PC/11/03	<b>Chairman’s Report</b> Cllr Phipps gave a brief overview of his circulated report which included road and traffic issues to be discussed under item PC/11/10, NSC’s Joint Spatial Plan and planning applications received.	

<p><b>PC/11/04</b></p>	<p><b>Finance</b></p> <p><b>(a) Payments for Authorisation</b> - As per the attached schedule. Cllr Weekes declared an interest and abstained from voting.</p> <p><b>(b)</b> GB Sport invoice for replacement zip wire seat. It was agreed that this invoice would be paid from the Council's donations budget.</p> <p><b>RESOLVED that:</b> The payments as scheduled were approved.</p>	
<p><b>PC/11/05</b></p>	<p><b>Crime and Disorder</b></p> <p><b>(a)</b> Fortunately car break-ins appear to have tapered off but residents should remain vigilant and report any suspicious activity within the area.</p> <p><b>(b)</b> It was reported that wheels have been stolen from a vehicle parked off Station Road.</p>	
<p><b>PC/11/06</b></p>	<p><b>Parish Plan and Website</b></p> <p><b>(a)</b> NSC's 'Call For Sites' Joint Spatial Plan - Due to a shortfall in the supply of potential new homes, locations within North Somerset have been identified as possible areas for future development; four of which are within the parish of Portbury. It is therefore considered essential that Portbury's Parish Plan a. identifies areas that should be retained for community use, and b. recommends that any future development compliments the existing ribbon pattern layout of roads, which would assist in controlling density.</p> <p>It should also be remembered that NSC's preference is not to remove land from the Green Belt.</p>	
<p><b>PC/11/07</b></p>	<p><b>Planning</b></p> <p><b>(a) Applications Received</b></p> <p><b>15/P/2274/LB and 15/P/2291/F</b> Beech Barn, Portbury Common Erection of an external chimney to replace wood store to west elevation to serve a wood burning stove with fireplace and removal of satellite dish. No concerns were raised and therefore no objection would be made</p> <p><b>15/P/2205/F</b> 6 Priory Road, Portbury. Erection of a two storey side extension. Having reviewed the elevation drawings of the application, the Council was surprised that there was no forward facing window, the inclusion of which could be considered to be more aesthetically pleasing. MP to draft a response referring to the above.</p> <p><b>15/P/2398/NMA</b> 57 Priory Road. Non material amendment to 12/P/1407/F. Cllr Romanski declared an interest and left the room whilst this item was</p>	<p><b>MP</b></p>

	<p>discussed. The amendment includes for changing the proposed two single dormer windows in to one larger one. The council agreed that this was non contentious and that no objection would be made but were unsure as to why the agent would have submitted the revision under a NMA. MP would enquire further.</p> <p><b>(b) National Grid</b> – Nothing new to report</p>	<b>MP</b>
<b>PC/11/08</b>	<b>Maintenance</b> – Nothing new to report	
<b>PC/11/09</b>	<p><b>Council Administration/Correspondence</b></p> <p><b>(a)</b> NSC recycling provisions – NSC are currently in the process of seeking tenders for their new waste and recycling contract which would commence in 2017. To reduce costs, consideration is being given to replacing the green garden waste bags with a green wheelie bin. Initial thoughts by the Council are that more bins will be left at the front of properties creating an eye-sore, and that the amount of garden waste that could be left out for collection would be reduced. MB advised that the tendering process was in its early stages and that no decision on the types of bins/bags to be used had been made. However feedback to assist with the decision process would be most welcome by NSC. MP to draft a response to NSC</p> <p><b>(b)</b> Task Monitor – Removal of barriers from the M5 footbridge. Investigations are still underway as to how the footbridge can be used by all members of the public whilst preventing the illegal use by motorised vehicles such as scooters and mopeds.</p>	<b>MP</b> <b>DL</b>
<b>PC/11/10</b>	<p><b>Transport and Traffic</b></p> <p><b>(a)</b> Traffic Calming – Update from Mr J Painter NSC. Further to Mr Painter’s attendance at PPC’s September’s meeting, he advised that due to workloads etc he had not had the time to prepare a detailed proposal but would be pleased to share his initial observations and suggestions;</p> <p>1. Achieving a blanket 20mph zone within Portbury Village</p> <p>a. Caswell Lane approach – Existing 30mph limit extended further down Caswell Lane towards the passing place, installation of appropriate ‘Traffic Gateway’ features such as speed cushions and signage. Location of current 30mph signage changed to 20mph.</p> <p>b. A369/High Street approach – The road is currently designated 30mph although it was agreed that this was not obvious as there is only one set of signs at the A369 junction. Installation of a ‘Traffic Gateway’ adjacent to the</p>	

	<p>field by the village hall car park.</p> <p>c. Mill Lane approach – Extending the existing the 30mph zone towards Portbury Lane, changing the current 30mph signage to 20mph, inclusion of appropriate Traffic Gateway features.</p> <p>The feasibility of implementing the above suggestions depends on several factors; the results of recorded data (volume/speed of traffic) and costings.</p> <p>Preliminary data recording incurs costs and, as such, could be considered in NSC’s 2016/17 budget. Should the analysed data confirm that Portbury would benefit from permanent speed control features, funding from NSC’s 2017/18 budget could then be considered. Availability of funding would depend on NSC’s budgets and commitments at that time. LS advised that historical data does exist and that it might be of use.</p> <p>It was agreed that Mr Painter would attend PPC’s February 2016 meeting to present a scheme for the council’s consideration, so that an official traffic calming scheme request could be submitted to NSC in time for their next financial year.</p> <p>Sheepway – Several residents have contacted the Council regarding the congestion being caused on the Sheepway by buses arriving at the same time; in some cases up to four. This item would be placed on PPC’s December agenda for further discussion.</p> <p><b>(b) Community Speedwatch</b>  As the current coordinator was stepping down it was proposed that the Council take the responsibility of recruiting a new volunteer and to encourage other residents to assist. After a brief discussion it was agreed that the council would support this proposal. Cllr Phipps suggested that the PC should take the initiative to find a co-ordinator, thus ensuring that speed measurements were being carried out. Whilst being in agreement with this, no Councillors offered any assistance in supporting the scheme in this way. Cllr Phipps undertook to look at other channels for securing a co-ordinator.  <b>RESOLVED that:</b> The Council actively seek a volunteer to act as Community Speedwatch Coordinator.</p>	<b>PBS</b>
PC/11/11	<p><b>Community Reports</b></p> <p>(a) <b>St Mary’s School</b> – Nothing new to report</p> <p>(b) <b>St Mary’s Church</b> – Nothing new to report</p> <p>(c) <b>Village Hall</b> – The AGM is being held 16.11.15</p> <p>(d) <b>Allotments</b> – Allotment holders meeting is being held 7.11.15 at 10.00am in the village hall</p>	
PC/11/12	<p><b>Date and time of next meeting – 1<sup>st</sup> December 2015 at 7.30 pm</b></p>	

**Meeting finished at 9.30 pm**

**Portbury Parish Council**

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

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

**Signed as a true record of proceedings;**

**Name: .....**

**Position: .....**

**Date: .....**