

Portbury Parish Council

MINUTES

Minutes of the meeting held 3rd May 2016
Village Hall, High Street, Portbury

Present:

Councillors: Cllr Weekes Cllr Langdon Cllr Longstaff

 Cllr Romanski Cllr Randall

Chairman: Cllr Phipps

Clerk: Cllr Hale (Minutes taken by Sara Thompson)

Representatives: Les Summerfield (footpaths)

Meeting commenced at 7.30pm

No	Item	Action
PC/05/01	Apologies Received - None	
PC/05/02	Minutes of PPC meeting held 5 th April 2016 – approval RESOLVED that: The Minutes were a true record of proceedings and duly signed.	
PC/05/03	Chairman’s Report Devolution Deal proposal for the West of England. On the 7 th June 2016, NSC members would be voting on whether to accept or reject the deal proposed. The deal is between the government and the Bristol Mayor, and other leaders of the West of England, and is to devolve a range of powers and responsibilities to a West of England Combined Authority (NSC, BANES, Bristol City Council and South Glos) with an elected mayor to act as Chair. Devolved powers would include responsibilities such as local transport budgets, key route networks, strategic planning, and education and health programs.	

	<p>At present, Cllr Phipps felt that more information was required to allow the Council to submit a considered response, and also to reflect the opinions of residents, therefore he would he write to Cllr Ashton requesting further details with regard to the process and implications. Meantime, notification of the 'Devolution Deal' would be posted on the parish web and Facebook pages so that residents were aware of the consultation.</p> <p>Annual Residents' Meeting being held 10th May 2016 – Cllr Phipps gave details of the subjects that he would be including in his Chairman's report. Councillors should advise Cllr Phipps of any other items that they would also like included.</p>	<p>MP</p> <p>All</p>
PC/05/04	<p>Finance</p> <p>(a) Payments for Authorisation - As per the attached schedule. Cllr Weekes declared an interest and abstained from voting.</p> <p>(b) Additional item – Aon Parish Insurance premium £672.27 (as agreed at the Annual Meeting of the Council held 03.05.16)</p> <p>RESOLVED that: The payments as scheduled were approved.</p>	
PC/05/05	<p>Crime and Disorder</p> <p>(a) A set of number plates had been stolen from a vehicle – the incident had been reported to the police.</p> <p>(b) Items had been stolen from a property in Caswell Lane</p>	
PC/05/06	<p>Parish Plan and Website</p> <p>(a) Website – Mr John had made several modifications to the website to make it more user friendly and easier to navigate.</p> <p>(b) Parish/Neighbourhood Plan – A draft Neighbourhood Plan was available to view on the parish website.</p>	
PC/05/07	<p>Planning</p> <p>(a) Applications received 16/P/0834 – Brakes, Portbury Way. Removal of planning conditions 16/P/0954/F – Ashton Corrugated, RPD. Change of use from B2 to B8</p> <p>Neither of the above applications was contentious and so no objection would be made.</p> <p>(b) Application Refused; 15/P/2812/F – The Old Dairy. In view of the application being refused, Cllr</p>	

	Phipps would contact the NSC Planning Officer to enquire as to how they would be monitoring the site in the future.	MP
PC/05/08	<p>Maintenance</p> <p>(a) Cllrs Phipps and Weekes to review key areas within in the village requiring weed control and general maintenance – including the tidying up of the Lime tree on the Village Green.</p> <p>(b) Portbury Lane Gullies – Cllr Romanski reported that the drains were covered with plastic debris and that this may cause an issue if there was heavy rain. PBS to report to Shelley Lee NSC.</p>	<p>MP/ BW</p> <p>PBS</p>
PC/05/09	<p>Council Administration/Correspondence</p> <p>(a) Task Monitor Footbridge barriers – NSC are still awaiting permission from HE to install barriers on the ramp (Portbury side). To expedite matters, Cllrs Phipps & Longstaff would write directly to HE explaining the issues that had arisen since the original barriers were removed, and that replacements needed to be installed to manage the speed of cyclists and hinder unauthorised use of the bridge by mopeds etc.</p> <p>(b) Gordano Rugby Club – Storage facility on the playing field. GRC had requested permission to site a 10' x 8' container on the playing field, to be used as a storage facility. Due to concerns raised by several councillors with regard to vandalism, safety and appearance, it was agreed that permission would not be given.</p> <p>RESOLVED that: Permission to site a container on the playing field would not be granted – Cllr Phipps to advise GRC accordingly.</p> <p>(c) Annual Return for the year ended 31 March 2016 Councillors had received a full set of supporting financial papers and copies of the Annual Governance Statement 2015/16 (Section 1) and Accounting statements 2015/16 (Section 2) prior to the meeting.</p> <p>After review:</p> <ol style="list-style-type: none"> 1. Councillors unanimously approved the Annual Governance Statement 2. Councillors unanimously approved the Accounting Statements <p>RESOLVED that: The Annual Statements were approved for submission</p> <p>Cllr Phipps requested that a future agenda item for discussion by the Council should be a review of our risk register.</p>	<p>MP/ DL</p> <p>MP</p>

PC/06/10	<p>Transport and Traffic</p> <p>(a) Proposed Traffic Calming Scheme – NSC had provided draft costs for the installation of a 20mph traffic calming zone within the village; the figure was in the region of £20k - £25K (depending on the number of repeater signs etc).</p> <p>Cllr Phipps would write to NSC Asset Management Team requesting that the proposed scheme be included in a future budget, and would also seek support from Cllr Ashton NSC.</p> <p>(b) Prior’s Wood Bluebell Walk – Due to the popularity of this annual bluebell display, many people were visiting Portbury over the May weekends. This had led to several local residents raising concerns over safety, as visitors’ vehicles were being parked on pavements, in passing spaces and the full length of Caswell Lane. In an attempt to alleviate this problem, GRC would be approached to see if their car park could be used as the ‘official car park’ for the event. If agreeable, appropriate signage would be placed directing drivers to their location.</p> <p>(c) ‘H’ Bar Road Markings – Due to a change in NSC’s policy regarding road markings, residents are now able to pay for an ‘H’ bar road sign to be painted outside of their driveways, providing certain criteria is met. The NSC notification would be posted on the Council’s website and Facebook page.</p>	MP MP/LS PBS
PC/05/11	<p>Allotments</p> <p>(a) The revised allotment lease had been circulated to Councillors for approval. On approval, the lease and annual rental invoice (206/17) would be sent to the allotment holders.</p> <p>RESOLVED that; the revised lease was approved for distribution.</p>	PBS
PC/05/12	<p>Community Reports</p> <p>(a) St Mary’s School –Nothing new to report</p> <p>(b) St Mary’s Church – The Rev Legg would be retiring in September 2016.</p> <p>(c) Village Hall – Nothing new to report</p>	
PC/05/13	<p>Date and time of next meeting – 7th June 2016 commencing at 7.30pm</p> <p>Cllr Phipps tendered his apologies in advance, Cllr Hale will Chair</p>	

Meeting finished at 8.50 pm

Portbury Parish Council

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Signed as a true record of proceedings;

Name:

Position:

Date: