

Portbury Parish Council

MINUTES

Minutes of the meeting held 1st August 2017
Village Hall, High Street, Portbury

Present:

Councillors: Cllr Longstaff Cllr Langdon Cllr Romanski
Cllr Weekes

Chairman: Cllr Phipps

Clerk: Minutes taken by Dawn Drower

Representatives: Mandy Bishop – NSC
Mr Summerfield – Footpaths

Others: Two members of the general public

Meeting commenced at 7.30pm

No	Item	Action
PC/08/01	Apologies received – Cllr Ireland, Cllr Randall, Mr Lanham	
PC/08/02	Minutes of PPC's monthly meeting held 4 th July 2017 Resolved that: Minutes were agreed and signed off by Chair of the meeting.	
PC/08/03	Chairman's report Prior to the meeting Cllr Phipps had circulated a report for review to councillors. Cllr Phipps commented on finance, crime and disorder, Parish Plan, planning, the Village Green, Community Café, Jct 19 and traffic issues. All are covered in the relevant sections.	
PC/08/04	Finance (a) Payments for authorisation – As per attached schedule	

	<p>RESOLVED that: The payments as scheduled were approved.</p> <p>Cllr Langdon (finance officer) reported that between the two bank accounts (current and reserve) there was a total of £24,000. Taking the contingency of 6 months running costs away, PPC is then left with £12,000. If the average running costs of £2,000 per month was allowed for, then this leaves £8,000, until the next half of the precept is paid in August. Cllr Langdon summed up that the councils funds were in a healthy position.</p> <p>Cllr Phipps explained that the church have requested whether the Parish Council can support them again this year with another grant of £1000 as per last year. The repairs to the clock are complete, and cost less than expected. They have now been informed that the burglar alarm is obsolete and beyond repair. A new one would cost £2400, and without it the church will be in violation of their insurance terms.</p> <p>Cllr Langdon had concerns that the budget put aside for donations for this year is £1300 and this would take up most of it.</p> <p>Council voted and all agreed the donation of £1000.</p>	ALL
PC/08/05	<p>Crime and Disorder</p> <p>(a) Neighbourhood Watch - Cllr Phipps reported that there is evidence of unwanted visitors in residents back gardens. Cllr Phipps has also had an email about aggressive rogue traders in the area. Mrs Drower reported that a white van had been reported in Portishead taking property off of resident's driveways. Also a white van had been reported acting suspiciously in a private lane close to some houses.</p> <p>(b) Update from PC Jenny Clark – no update</p>	
PC/08/06	<p>Parish Plan – Cllr Phipps reported that he had attended a seminar held by NSC on housing numbers in the future. Cllr Phipps explained that NSC are looking ahead up to 2036 in terms of housing supply. This could mean up to 2500 new homes in the area. NSC will be looking at amongst other things – small developments outside the 'village boundary'. Questionnaires will be sent to Parish Councils which will assess their connectivity to major population centres.</p> <p>NSC are looking at a link road between Nailsea and Jct 20 of the M5 to ease traffic congestion around Jct 19, and take the pressure off of surrounding Parishes. There will be a new local plan which will be out for circulation in Spring 2018, for adoption in 2019.</p>	MP
PC/08/07	Planning	

	<p>(a) Applications received: 17/P/0429/F – Days Inn, no update 17/P/0505/HAZ – Agas Ltd – no update 17/P/0808/F – The Old Dairy – no update 17/P/1516/F – 2 Mill Lane, erection of double garage – Cllr Phipps reported that whilst the garage development itself does not look unreasonable, the red line appears to extend onto a neighbour’s property – Cllr Phipps will check. However the bedroom extension above the garage would be difficult to justify. Also the build appears to be in front of the building line. Cllr Landon has been to look at site and agreed that whilst he has no issue with the garage, another storey above would be inappropriate. All councillors agreed that this proposal is inappropriate. 17/P/1531/F – Newlyn – erection of first floor side extension. Cllr Phipps reported that this extension takes the existing building to three storeys, with a gabled roof. This is a sizeable extension which may exceed the allowable permitted development volume. NSC will determine if this is the case. Cllr Phipps commented that three storey buildings will not be considered appropriate in the emerging guidelines in our Neighbourhood Plan. However, the current flat roof is unattractive. Mr Summerfield commented that this was originally approved to keep it below the skyline view on approach from Portbury lane. In conclusion it was felt that in this case a 3 storey option was acceptable. Cllr Phipps to draft a suitable response. 17/P/1550/F – 13 Moor Gate, loft conversion – the application is not controversial and all councillors agreed that no comment was to be made. 17/P/1634/F – Racecourse Farm – change of outbuilding use to holiday let. Cllr Phipps commented that this application is identical to the one last year asking for permission for full residential use, which was refused. The council have maintained a consistent approach against holiday lets for which there is no demonstrable demand. The original application was for residential, it appears that this application is a way of obtaining residential use by stealth. Cllrs agreed to object and Cllr Phipps will draft a response. 17/P/1650/F – Racecourse Farm - erection of agricultural building. Cllr Phipps commented that this application needed careful consideration as previously several stables had already been converted to residential use, and there was some query as to why there was need for somewhere to keep cattle. The size of the barn is also significant. Cllr Phipps will arrange a site visit with the owner in order to understand the big picture for the whole site.</p>	<p>MP</p> <p>MP</p> <p>MP</p> <p>MP</p>
<p>PC/08/08</p>	<p>Maintenance (a) Village Green – Costs are now available for a number of options for the centre path on the Village Green. Cllr Phipps had, previous to the meeting circulated the quote comparisons. Cllrs discussed the various options and asked councillors for their comments, and</p>	

	<p>whether they preferred grass or gravel. Cllr Longstaff was supportive of limestone gravel, as it consolidates better and there would be less puddling. Cllr Longstaff suggested that the sinking ground along the path should be rectified before the new path was laid. Cllr Longstaff raised an objection to a straight path and would favour a gently meandering one. Cllr Romanski asked if residents should be consulted about their views on the surface. Cllr Phipps responded that at the consultation meeting, there was no majority view, and that the Parish Council would take advice, and decide based upon the advice. Cllr Phipps whilst discussing the contractor options and prices commented that technically Bristol Landscapes were probably the best, but actually feels more comfortable with David Fitzpatrick who had put in a lot of research effort prior to submitting his price. Cllr Longstaff suggested discussing this with NSC Highways Dept. It was agreed that Cllr Phipps and Cllr Longstaff would meet David Fitzpatrick together. Cllrs will research the type of contract that needs to be used, and Cllr Phipps will talk to NSC for advice. With the costs now in, it is looking as though the centre path will cost in the region of £7000, and currently there is £5000 ring fenced and £1000 grant from Bags for Life. Cllr Phipps asked if Cllrs would agree to ring fence a further £2000. All agreed. Cllr Phipps will continue trying to obtain further grants.</p> <p>Cllr Phipps has put on hold NSC cutting the Village Green, as the cuts are too aggressive and infrequent. This is allowing the weeds to take hold again which costs £80 a visit to cure. The cutting is now being carried out by the village lengthsman. Cllrs agreed that Cllr Phipps should have a conversation with Glendale to discuss first.</p> <p>(b) Wessex Water update – Cllr Longstaff reported that he had received a letter from WW confirming that all repairs had now been carried out. Cllr Longstaff commented that another jet washing should have happened, and he will write to WW to confirm that it has.</p> <p>(c) Rubbish and recycling collection update – Missed collections are still being reported from residents, worryingly ones who need assisted collection. PBS will follow up with NSC.</p> <p>(d) Church wall and ditch – weed treatment – This has been attended to by the village lengthsman.</p>	<p>MP DL MP MP MP PBS</p>
<p>PC/08/09</p>	<p>Council Administration/Correspondence (a) Task monitor – no new items to report. (b) Defibrillator update – Mrs Drower reported that Mr Lovell the manager at the Priory had as agreed been in touch with the Portishead Lions to arrange installation. The Portishead Lions have emailed council to say that it will be installed within 5 weeks. (c) Sports field/play equipment – Cllr Phipps reported that he had contacted a company for some play equipment prices and that</p>	<p>PBS AI</p>

	<p>basic equipment would cost approximately £5000. Cllr Phipps has talked to Sharon Worthy and she will talk to other parents and identify what equipment is likely to be most suitable. PPC can then help with fund raising work.</p> <p>(d) Grant for Village Hall – Cllr Phipps commented that PPC had agreed to provide matched funding for the grant from BIFFA for the hall. This now needs to be approved. The amount required to support the grant is £1088. All were in agreement to ring fence this amount for the Village Hall, to be set against donations.</p> <p>(e) Disabled facilities in Portbury – Cllr Phipps and Cllr Romanski will arrange to walk around the village and assess areas of potential difficulty for disabled residents.</p> <p>Cllr Phipps has reported the dangerous duct on Mill Lane. Cllr Romanski reported that the bank at the bottom of Hillside is creeping over the footpath. He agreed to attend to this.</p> <p>(f) Docks update – Cllr Phipps reported that now the pylon installation date is getting closer for The Docks, they are now saying that the disruption will be phenomenal and they will seek permission to extended their parking operations onto Shipway Gate Farm. PPC will stand behind the green belt designation. Cllr Phipps suggested that we can expect a planning application from the Docks in the near future. He expected BPC to begin improving the screening around the edge of the farm soon, so that it has time to mature in parallel with their planning campaign. Cllr Phipps has indicated to BPC that the mitigation measures that are likely to be needed would be very onerous, with zero light pollution, possibly taking advantage of infra red technology instead of incandescent lighting. Noise pollution would similarly need to be virtually zero and the screening for houses nearest would need to be extensive if there is any chance that green belt review in favour of BPC were to be considered.</p>	<p>SR</p> <p>MP TR</p>
<p>PC/08/10</p>	<p>Transport and Traffic</p> <p>(a) M5 Jct 19 update – Cllr Phipps reported that he had approached Welcome Break to provide a litter bin at the A369 bus stop, and they have agreed to pay for this.</p> <p>Cllr Phipps reported that at Jct 19 – the weight restriction sign is now hidden behind overgrowth. Cllr Phipps will report.</p> <p>(b) Sheepway issues – none reported.</p> <p>(c) Portbury 100 – crossing – Cllr Romanski attended a meeting with a resident on Sheepway bridge. The footpath to the bus stop is completely overgrown and needs cutting back. Cllr Phipps will report.</p> <p>(d) A369 – entry sign into village – Cllr Phipps reported that the current sign is in need of replacing, and suggested having a multi sign now to create a gateway into the village at this point.</p> <p>(e) Parking issues on Mill Close – Cllr Phipps reported that a resident had contacted him about the parking issues in Mill Close. Cllrs were asked to consider if there any measures that could be taken to help with this problem. However after discussion Cllrs</p>	<p>PBS</p> <p>MP</p> <p>MP</p> <p>MP</p>

	could not see what could be done to help.	
PC/08/11	<p>Allotments</p> <p>Mrs Drower reported that there are now three vacant allotments, however they are extremely overgrown and full of weeds. Cllrs agreed to let new tenants have them rent free until April to help cover the work. It was also agreed that anyone remaining in arrears after one more reminder from PBS should now forfeit their lease.</p> <p>Mrs Drower asked Cllrs to consider that one of the people on the waiting list was actually a Portishead resident, and was this acceptable. Cllrs agreed that allotments should go preferentially to Portbury residents.</p> <p>Mrs Drower asked Cllrs to consider taking a £100 refundable bond from allotment holders, which would be forfeited if their allotment was left in a mess upon vacation. Cllrs all agreed.</p> <p>Mrs Drower suggested a quarterly inspection of the allotments so that action could be taken earlier if allotments were not being used by the tenant and allowing to over grow. Cllrs agreed. PBS will draft a quarterly inspection sheet.</p> <p>Cllr Phipps will look at the current lease to revise if necessary for the above points.</p>	<p>PBS</p> <p>MP</p>
PC/08/12	Date and time of next meeting – 5 th September 2017 commencing at 7.30pm in the village hall.	

Meeting finished at 9.45p.m.
Portbury Parish Council
Adcroft House, 15 Roath Road, Portishead, BS20 6AW