

# Portbury Parish Council

## MINUTES

Minutes of the meeting held 5th September 2017  
Village Hall, High Street, Portbury

**Present:**

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

**Chairman:** Cllr Phipps

**Clerk:** Minutes taken by Dawn Drower

**Representatives:** Mandy Bishop – NSC  
Mr Summerfield – Footpaths

**Others:** Three members of the general public

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Meeting commenced at 7.30pm

No	Item	Action
PC/09/01	<b>Apologies received</b> – Mr Lanham	
PC/09/02	<b>Minutes</b> of PPC's monthly meeting held 1 <sup>st</sup> August 2017  <b>Resolved that:</b> Minutes were agreed and signed off by Chair of the meeting.	<b>ALL</b>
PC/09/03	<b>Chairman's report</b> Prior to the meeting Cllr Phipps had circulated a report for review to councillors. Cllr Phipps commented on Councillor resignation, crime and disorder, Parish Plan, planning, the Village Green, tidiness of green areas, disabled facilities and Caswell Lane parking. All are covered in the relevant sections.	<b>MP</b>
PC/09/04	<b>Finance</b> <b>(a) Payments for authorisation</b> – As per attached schedule  <b>RESOLVED that:</b> The payments as scheduled were approved.	

	<p>Cllr Langdon reported that all finances were in order, and apart from the two donations, one to the church, and one to the village hall, all expenditure was the normal monthly expenditure.</p>	
<b>PC/09/05</b>	<p><b>Crime and Disorder</b>  <b>(a) Neighbourhood Watch</b> - Cllr Phipps reported that there has been no reported crime in Portbury during the last month, but Portishead is getting a steady flow of incidents. We now get a regular bulletin into the office from Avon &amp; Somerset police by email. Councillors were asked if they wished to receive this and whether it should be circulated to residents. Councillors decided not to have the bulletin circulated, but Cllr Phipps would incorporate it into the Newsletter/Neighbourhood Watch update if contents were appropriate.  Mrs Drower commented that there was report by a resident of another motorcycle on the footbridge, however this could not be followed up as the registration number was incorrect.  Mrs Drower also reported that a person purporting to be from Wessex Water had tried to gain access to a property in Clapton, but when questioned was unable to provide identification.  <b>(b) Update from PC Jenny Clark – no update</b></p>	
<b>PC/09/06</b>	<p><b>Parish Plan</b> – Cllr Phipps reported that a number of questionnaires sent out to local businesses are now coming in. In particular it is worth noting that the School have responded, and as expected are supportive of some growth to help sustain numbers of children on their roll. A response was also received from the BPA, which was helpful, and did not force any issues of land at Shipway Farm. Once all responses have been analysed, a further report will be given.</p>	<b>MP</b>
<b>PC/09/07</b>	<p><b>Planning</b>  <b>(a) Applications received:</b>  17/P/0429/F – Days Inn, no update  17/P/0505/HAZ – Agas Ltd – Cllr Phipps commented that he had received an email today from NSC, who have had the report from HSE. The report says there insignificant risk to the proposed chemical storage.  17/P/0808/F – The Old Dairy – no update  17/P/1516/F – 2 Mill Lane, Cllr Phipps commented that the application has been withdrawn, but the resident intends to resubmit.  17/P/1531/F – Newlyn – no update.  17/P/1634/F – Racecourse Farm – change of outbuilding use to holiday let – Cllr Phipps commented that despite an objection being raised by PPC, approval has been granted. Cllr Phipps will speak to Cllr Nigel Aston again about the issue of holiday let applications. It is not clear whether tourism policy has precedence</p>	<b>MP</b>

	<p>over planning policy as residential use on this site had formerly been refused. PPC had not objected to residential use, which had been refused previously.</p> <p>17/P/1650/F – Racecourse Farm - erection of agricultural building. Cllr Phipps commented that a site meeting has been requested, but not yet arranged.</p> <p>17/P/1884/SWE – Western Power – overhead cable work. Cllrs raised no objections.</p> <p>17/P/1891/F – 47 Caswell Lane – Construction of 2No dwellings. Cllr Phipps commented that this is a repeat of a previous application except now split into two individual dwellings. The previous application for the site was rejected. Much more work had been done to justify the status of the land being “previously developed” ; NSC will rule on whether this now is proven. Cllr Phipps commented that if the application goes forward the two proposed houses are significant in size and possibly not in keeping with development in Caswell Lane. Cllr Longstaff commented that he thought that the buildings are out of scale. Cllr Langdon commented that he has visited the site that whilst the proposed build is out of context, the development would be fairly well hidden, and commented that he had no objection in principal. Cllr Randall also commented that the proposed houses were too big. Cllrs agreed that Cllr Phipps will respond to NSC with comments on the scale of the scheme design should it go forward as a viable application.</p>	<p><b>MP</b></p> <p><b>MP</b></p>
<p><b>PC/09/08</b></p>	<p><b>Maintenance</b></p> <p><b>(a) Village Green</b> – Cllr Phipps commented that a site meeting has been arranged with the chosen contractor on Sept 10th. Cllr Longstaff will also attend. Some residents are now querying the spend on the Village Green. Cllr Phipps commented that no voting would be taking place at this meeting as this had already happened at a previous meeting. A member of the general public raised an objection to the level of spend. Cllr Phipps commented that there had been many meetings over a long period of time with reference to the Village Green, and no residents have attended or raised any objections. Cllr Longstaff commented that he will be attending a pre contract meeting with the contractor first before taking things any further. Cllr Phipps commented that there will still be more meetings about the project, and welcomes residents attending and commenting.</p> <p>Cllr Romanski enquired as to whether the sinking part of the Village Green once remedied would need time to settle. Cllr Longstaff responded that if it is done correctly then no. Cllr Phipps and Cllr Longstaff will meet the contractor on site in order to verify how in particular the centre area might be tackled. Cllr Longstaff will formulate an agenda for that meeting.</p> <p><b>(b) Wessex Water update</b> – Cllr Longstaff commented that there is no update this time.</p> <p><b>(c) Rubbish and recycling collection update</b> – Mrs Drower</p>	<p><b>MP</b></p> <p><b>DL</b></p> <p><b>MP</b></p>

	<p>reported that all appears in order at present with no reported missed collections.</p> <p><b>(d) Tidiness of green areas</b> – Cllr Phipps commented that there are several “green” areas around the village which could be improved, and made more of a feature for residents. The main areas are Brittan Place where there is an old tree stump which needs removing. PBS to report to NSC in first instance. The green area in Brittan Place could also accommodate a bench. Cllr Phipps will have a walk around with the resident who commented on this. The entrance to Mill Close could be improved, possibly some planting. Cllr Langdon agreed.</p> <p><b>(e) Brittan Place – tree stump</b> covered in PC/09/08 (d) above.</p>	<p><b>PBS MP</b></p>
<p><b>PC/09/09</b></p>	<p><b>Council Administration/Correspondence</b></p> <p><b>(a) Task monitor</b> – no new items to report. Cllr Langdon commented that the gully in Race Course Lane had been cleared. Cllr Phipps commented that the potholes in Priory Walk had been filled. However the drains still needed clearing outside the Priory and along the High St from the Village Hall.</p> <p><b>(b) Defibrillator update</b> – Mrs Drower reported that the office had received an email from Mr Hill saying that they are waiting for the delivery of the defibrillator.</p> <p><b>(c) Sports field/play equipment</b> – Mrs Worthy commented that she had spoken to other mums and is going to determine what parents wish to have in the way of toddler play equipment. This will be fed back to the PPC and a way forward to secure funding discussed. Cllr Phipps commented that he would continue to research ways of raising funds. Mrs Drower commented that there is approximately £3500 ring fenced at present for play equipment. Mrs Worthy asked about the adult equipment. Cllr Phipps commented that Mrs Ireland had initially raised this but didn’t know if she was still researching the matter. Cllr Phipps has had a very positive meeting with the new Chair of the rugby club, and he will be writing to Cllr Phipps with their thoughts on the Parish Plan. It seems that the Club’s continued use of the Playing Field, and therefore their willingness to cut it, will continue well into the future.</p> <p><b>(d) Grant for Village Hall</b> – Cllr Phipps commented that PPC have provided the matched funding and the grant from BIFFA is going ahead.</p> <p><b>(e) Disabled facilities in Portbury</b> – Cllr Phipps and Cllr Romanski will walk around the village, identify areas for attention and report to NSC.</p> <p><b>(f) Docks update</b> – Cllr Longstaff is going to attend the meeting on the 20<sup>th</sup> September, and will report back to PPC. Cllrs are interested in any proposals for the safety of dock workers crossing the Jct 19 slip road to get to work.</p> <p><b>(g) Mill Lane – post objection notice</b> – Cllr Romanski reported that a post had been replaced opposite Forge End, but not in the same place. The new post is now impeding the drop kerb, and has made</p>	<p><b>PBS</b></p> <p><b>PBS</b></p> <p><b>AI SR</b></p> <p><b>MP TR</b></p> <p><b>DL</b></p> <p><b>TR PBS</b></p>

	<p>a narrow pavement worse. Cllr Romanski queried that there had not been a post objection notice placed on the post? Cllr Romanski will pass on details of this procedure to DD for action.</p> <p><b>(h) Caswell Lane – land adjacent to the stream</b> – After a further complaint from a member of the general public, Cllr Phipps has tried to speak to resident to talk about the parking situation there. Land registry records available to the public do not clearly indicate the specific ownership rights over the piece of land, but the Resident has verbally responded to say that No.17 Caswell Lane does have rights over the land. Some rocks have been placed there to prevent parking and comments have been received that this has caused damage to cars. It has also been reported to PPC that the gate into the woods has been moved. Cllr Weekes commented that there is a dog bin on this land and presumably this part of the area might belong to NSC. Cllr Phipps commented that he would endeavour to look into the matter further to clarify the exact position on rights and to help resolve any problems. <b>(i) Councillor vacancy</b> – Sadly Mrs Ireland has resigned from her position as councillor due to work commitments. Cllr Phipps asked all councillors to advertise the vacancy.</p> <p><b>(j) H Bar Application</b> – The application submitted to PPC was agreed by all councillors.</p>	<p><b>MP</b></p> <p><b>ALL</b></p> <p><b>PBS</b></p>
<b>PC/09/10</b>	<p><b>Transport and Traffic</b></p> <p><b>(a) M5 Jct 19 update</b> – Cllr Phipps reported that Welcome Break at Jct 19 services were now trimming the verges.</p> <p>Mrs Drower to contact Adam Wood for advice on correct bin to purchase for bus stop on A369.</p> <p><b>(b) Sheepway issues</b> – none reported.</p> <p><b>(c) Portbury 100 – crossing</b> – Cllr Romanski commented that the overgrown footpaths have been reported.</p> <p><b>(d) A369 – entry sign into village</b> – No further update.</p>	<p><b>AR</b></p> <p><b>MP</b></p>
<b>PC/09/11</b>	<p><b>Allotments</b> – Cllrs agreed that notice should be served upon allotment holders who have not paid their rent. Cllrs also agreed that the bond would be set at £50 per allotment. The four vacant allotments would now have 18 months for the price of 12 due to the amount of work needed by new tenants to restore them and the fact that we are at the half year point now anyway.</p>	<p><b>PBS</b></p>
<b>PC/08/12</b>	<p><b>Date and time of next meeting</b> – 3rd October 2017 commencing at 7.30pm in the village hall.</p>	

**Meeting finished at 9.00p.m.**  
**Portbury Parish Council**  
**Adcroft House, 15 Roath Road, Portishead, BS20 6AW**