

Portbury Parish Council

MINUTES

Minutes of the meeting held 5th July 2018
Village Hall, High Street, Portbury

Present:

Councillors: Cllr Mrs Coles Cllr Mr Coles Cllr Mrs Cowlard

Chairman: Cllr Phipps

Clerk: Minutes taken by Dawn Drower - Clerk

Representatives: Mandy Bishop – NSC Les Summerfield – footpath

Others:

Meeting commenced at 7.30pm

No	Item	Action
	A presentation was given by two representatives from the National Grid explaining the current timetable of the new pylon works and how it affects Portbury. Cllr Phipps requested a copy of the transport plan for the area.	
PC/07/01	Declaration of Interest by Members – No declarations were made.	
PC/07/02	Apologies received – Cllr Longstaff Cllr Romanski Cllr Lanham	
PC/07/03	Minutes of PPC's monthly meeting held 5 th June 2018 Resolved that: Minutes were agreed and signed off by Chair of the meeting	ALL
PC/07/04	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, planning, landowners' responsibilities	MP

	<p>(b) Proposals for allocation of free reserve budget. Various items have been put forward by councillors as detailed on the agenda. Cllr Phipps suggested that we need to tabulate the proposals with proposed costs attached. Cllr Phipps also suggested that at the next meeting some firm proposals were discussed and then agreed at a subsequent meeting.</p>	ALL
PC/07/06	<p>Crime and Disorder (a) Neighbourhood Watch – Cllr Phipps commented that whilst things were generally quiet, there had been a nasty dog attack at the playing fields. Cllrs discussed whether there was anything they could do as the police had decided to take no action. The dog attacked had serious injuries treated by a vet, and the owner needed treatment in hospital for bites. Mandy Bishop suggested investigating the protection of open spaces. Cllr Phipps commented that he had written to our police liaison officer Hayley Hembery about the incident. The dog was known to members of the council and appears to be too much to handle for the person walking it. Mandy Bishop commented that NSC can act under a Section 4B Order and asked for the person who was attacked to contact her, and she would assist.</p>	MP/PBS/MB
PC/07/07	<p>Planning (a) Applications received: There were no planning applications to discuss.</p>	
PC/07/08	<p>Maintenance (a) Lengthsman - Clerk Mrs Drower commented that she had emailed Kevin Weekes to present his invoices with a more comprehensive breakdown. Cllr Mr Coles suggested sending Kevin a template as to how we want the invoices presented. (b) Landowners' responsibilities – Cllrs discussed that with the cutbacks from NSC some public footpaths/rights of way are becoming very overgrown. Mandy Bishop commented that NSC have a public rights of way team. Cllr Cowlard commented that maybe this is a Highways England responsibility for some areas. Cllrs discussed the suggestion received from Les Summerfield that landowners also have a responsibility for overgrown areas that they own. Cllr Phipps suggested that rather than asking owners to clear areas as a legal requirement, the council should contact the landowner with a specific request in the spirit of a partnership with PPC and in the interest of the public, outlining the cuts in public spending by NSC. He further suggested that Les Summerfield, the Footpaths Officer, could be invited to brief the Council at a future meeting in order to establish any particularly</p>	PBS

<p>PC/07/09</p>	<p>Council Administration/Correspondence (a)Task monitor – Clerk Mrs Drower commented that there are no new items, and there had been no movement on the current outstanding items on the PPC My Account. (b) Conservation Volunteers – Cllr Mr Coles has spoken to the Conservation Volunteers group who contacted the council to work to improve conservation areas. However, there is a cost involved of £375 per day. The council can apply for funding. Cllr Mr Coles commented that the group would help to engage the community to improve and maintain conservation areas. Cllr Mr Coles is waiting for the Conservation Group to come back to us with proposals. (c) Remembrance Day Silhouettes Grant – Cllrs discussed where the silhouettes would be sited and agreed it would be more appropriate for the church. Cllr Phipps will contact Mrs Longstaff and give her the information.</p>	<p>PBS</p> <p>TC</p> <p>MP</p>
<p>PC/07/10</p>	<p>Sheepway issues – There were no Sheepway issues to discuss.</p>	
<p>PC/07/11</p>	<p>Allotments – (a) Allotment update – Cllr Mr Coles reported that there is no update on the shed until he gets details about the potential conservation grant available. Cllr Mr Coles also reported that he had not yet ordered the skip as he thought that there may be more rubbish generated by the Conservation Group. Cllr Phipps commented that PPC had already agreed the cost of a skip, and that there was enough rubbish there already to fill one, and thought it was appropriate to order one now. Cllr Mr Coles agreed. (b) Allotment committee – Cllr Mr Coles said that there was about a 50% interest from allotment holders in joining a committee. Cllr Mr Coles commented that there is now only one vacancy at the allotments. Clerk Mrs Drower suggested that the lease agreement incorporated being a committee member. Cllr Mr Coles commented that some funders required that the committee has its own bank account. Clerk Mrs Drower commented that this would be quite difficult to manage as there would be no online banking, and signatories could potentially change with changes of allotment holders. Cllr Phipps suggested leaving allotment funds ring-fenced in the PPC bank account, this could then be reported as if it were a separate account in order to satisfy grant funders. All agreed that this was a good idea.</p>	<p>TC</p> <p>TC</p>

Meeting finished at 9.45p.m.

Portbury Parish Council Adcroft House, 15 Roath Road, Portishead, BS20 6AW