

**MINUTES OF PORTISHEAD TOWN COUNCIL
RECREATION AND WORKS COMMITTEE MEETING
27th AUGUST 2014 7.30PM**

PRESENT:- Councillor Mrs Cruse - in the Chair

Councillors: - Mrs Cottrell, Cruse, Huffadine-Cooper, Mrs. Knight, Mrs. Lord,
Mrs Philpott, & Terry

Non
Attendance:-

Staff: - Mrs. Jo Duffy Clerk to the Council

Public:- There were three members of the public in attendance and Mr.
John Painted (NSC Officer).

RW1370 DECLARATIONS OF INTEREST (Agenda item .1)

There were no declarations of interest recorded in the Declaration of Interest Register.

APOLOGIES (Agenda item .2)

Councillors: - Cllrs. Burden, Clark, Mrs Koops, McMurray & Pasley,
Cameron gave their apologies.

RW1371 PUBLIC PARTICIPATION (Agenda item .3)

- Mr. Geoff Hardman asked the Committee a number of questions.
RW130 Portishead Road Safety Action Group - has the Clerk received any information back from the group?
The Clerk confirmed that she has had no correspondence directly from the Road Safety Action Group.
He asked if Redcliffe Bay Hall Management Committee have agreed the 50/50 split for the cost of the room divider?
The Clerk responded that the Management Committee are not due to have a meeting until October where the decision can be made to pay for half the costs of the room divider.
Has North Somerset Council's CCTV Scrutiny Panel provided details of traffic speeds from police or independent verification of what the issues are?
The Clerk responded no, Cllr. Mrs Cruse confirmed that the item is on the meeting's agenda for discussion.

Mr. Hardman asked if 4G is available in the area's flagged up?
The Clerk confirmed that she did not have that information yet.
Cllr. Mrs. Lord confirmed that at the last PACT meeting, it was confirmed that 4G is not available.

Mr. Hardman asked if the proposed data storage safe would be big enough?

The Clerk confirmed that it will be bigger than the current safe used to store documents.

RW1372 REPORTS TO COMMITTEE (Agenda item .4)

Reports from organisations or persons, as requested by the Committee

a) John Painter NSC regarding data collecting of vehicle speeds

Mr. Painter has met with Cllrs. McMurray and Pasley to review various locations around the town. He has been asked to establish the practicalities and cost of collecting speed data at Avon Way, Clevedon Road, Bristol Road, Wyndham Way, Nore Road and Woodhill Road. North Somerset Council does have the ability and equipment to carry out speed counts. There is a cost of £160 per site for 7 days monitoring. The monitoring is carried out via a radar attached to a lamp column and is very unobtrusive meaning that drivers don't alter their behaviour. The radar records the traffic 24 hours a day in both directions of travel, the speed of the vehicle and the time of the vehicles movement. The equipment works in most weathers and stores the data in 5mph increments up to 100mph. A summary report gives hourly totals and a full report runs to approx 20 pages. The report will calculate the mean speed and the 85 percentile speed (average driver speed). North Somerset Council does not have a budget to provide this data for Town and Parish Council's. The Executive Member for Highways maybe more amenable to sharing the costs with the Town Council for providing Portishead data.

Cllr. Mrs Cruse asked why Woodhill Road is included in the list of sites? The meeting agreed that Woodhill Road should be replaced by Down Road.

Cllr. Knight asked how quickly the data can be collected? Mr. Painter informed the meeting that 2 sites can run simultaneously with all sites being completed within 4 weeks. It would be unlikely that the work could be started before the end of October. Mr. Painter will confirm with the Clerk when the project could start.

Cllr. Terry asked what will the Town Council do with the data?

Mr Painter explained that once the data has been compiled an informed decision can be made on the appropriate course of action, which may be targeted enforcement by the Police, it may be engineering measures or the data may show that the problem is perceived rather than real.

Cllr. Terry asked how the sites for the radar are decided? He explained that wants to be able to work up some proposals to take the Executive and the Town Council, with some reasonably costed measures, which may help alleviate the problems in these area's that clearly do have problems.

Mr Painter will seek advice from the Town Council on the exact location of the radars, which need to be somewhere where traffic is fairly free flowing and where there isn't a lot of vehicle manoeuvring.

Cllr. Mrs Cottrell noted that some roads may require more than one data collection site.

Cllr. Cruse suggested that councillors speak to residents along the effected roads to find the best locations for the data collection points.

RW1373 TO DISCUSS PROGRESS ON SPEEDING VEHICLES/ DATA COLLECTION AND CCTV (Agenda item .5)

The six roads to be reviewed are Avon Way, Clevedon Road, Bristol Road, Wyndham Way, Nore Road and Down Road. The meeting agreed that the work should be carried out all in one go rather than being phased.

RECOMMENDATION that:

Portishead Town Council budgets a sum not to exceed £1,000 towards the collection of speeding data at Avon Way, Clevedon Road, Bristol Road, Wyndham Way, Nore Road and Down Road. Where appropriate data may be collected from more than one location on certain roads. The Town Council will request that North Somerset Council contributes on a like-for-like basis with the Town Council.

RW1374 TO DISCUSS THE POSSIBLE PROCESSES FOR RESPONDING TO QUERIES RAISED DURING PUBLIC PARTICIPATION (Agenda item 6.)

The Clerk briefed the meeting on suggestions for responding to queries raised by members of the public, these included adding an agenda item titled "Reponses to matters raised during public participation at the previous meeting of the Town Council/Committee" or at the time of the query a councillor or member of staff is nominated to respond to the query within a set time limit.

The members discussed how the Council responds to queries.

RECOMMENDATION that:

The Town Council will attempt to acknowledge queries within 5 working days other than questions that can be answered at the time of the

meeting. It is at the discretion of the Chairman to nominate either a councillor or a member of staff to answer the question within 20 working days. Responses from Councillors must be made via the Clerk and where applicable resumes of responses given at the next available Town Council meeting.

RW1375 TO AGREE TO THE PURCHASE OF A FIRE DATA STORAGE SAFE (Agenda item .7)

The Clerk is to investigate if there is any scrap value to the existing safe and look into archiving old Town Council minutes at the Somerset Records office in Taunton for safe keeping.

RECOMMENDATION that:

Portishead Town Council approves the purchase of a Phoenix Firefox 1621 fireproof safe at a cost of £668.50 ex VAT.

RW1376 TO RECEIVE AN UPDATE REGARDING LAND AT SLADE ROAD (Agenda item .8)

The Chairman ran through the various correspondences relating to the land at Slade Road

RECOMMENDATION that:-

The meeting noted the correspondence and will revisit the item at the January 2015 Recreation & Works Committee Meeting.

RW1377 TO DISCUSS THE LACK OF MANAGEMENT MEETINGS AT NORTH WESTON VILLAGE HALL (Agenda item .9)

Cllr. Cruse volunteered to go on the North Weston Village Hall Management Committee. The meeting noted that the Town Council has agreed to review vacancies for all committee/organisation following the election/co-option. This item is to go on the next Town Council Meeting agenda.

RW1378 TO RECEIVE A COPY OF 2013/2014 ACCOUNTS FROM REDCLIFFE BAY HALL (Agenda item .10)

The Chairman noted that the Town Council is no-longer having to contribute towards the running of Redcliffe Bay Hall and this is likely to continue going forward, due to the reduction of the salary bill.

RECOMMENDATION that:-

The meeting noted the accounts.

RW1379 TO DISCUSS THE PURCHASE OF EQUIPMENT FOR THE FILMING OF COUNCIL MEETINGS (Agenda item .11)

It was agreed that there was not enough information available in order to make a decision and it was agreed to defer the item until the October Recreation & Works Committee meeting.

The Chairman asked members to liaise with the clerk if they come across suitable systems in use with other organisations.

RW1380 TO NOTE THE RESPONSE FROM PROLUDIC FOLLOWING THE CLERKS LETTER OF COMPLAINT (Agenda item .12)

RECOMMENDATION that:-

The email and Credit Note was noted.

RW1381 ITEMS FOR NEXT MEETING (Agenda .13)

- 1. CCTV**
- 2. Filming of Town Council meetings**

There were no further items for the next meeting agenda, and there being no further business, the Chairman closed the meeting at 8.37pm.