

**MINUTES OF PORTISHEAD TOWN COUNCIL
RECREATION AND WORKS COMMITTEE MEETING
30th JANUARY 2013 7.30PM**

- PRESENT:-** Councillor Mrs. Ros Cruse - in the Chair
- Councillors: - Burden, Cameron, Clark, Mrs. Knight, Mrs. Lord, McMurray, Mrs. Philpot
- Staff: - Mrs J. Duffy, Clerk, RFO & Proper Officer to the Council
- Public:- There were two members of the public present. Gerry Thompson (Gertie Gale Allotment Association, Chairman) & David Rowles (Gertie Gale Allotment Association, Site Liaison Officer).

RW1176 DECLARATIONS OF INTEREST (Agenda item .1)

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

RW1177 PUBLIC PARTICIPATION (Agenda item .2)

Cllr. Mrs. Cruse welcomed Mr. Thompson and Mr. Rowles from the Gertie Gales Allotment Association and suggested that agenda item .4 be moved forward.

RW1178 TO DISCUSS THE ANNUAL RENT FOR THE GERTIE GALE ALLOTMENT SITE (Agenda item .4)

Mr. Thompson addressed the meeting and spoke about the Gertie Gale allotment and the rent due to the Council. Mr. Thompson circulated a spread sheet illustrating the forecasted income and expenditure for 2013/2014. Based on current information the Allotment Association will be running at a deficit. The spread sheet also illustrated three other possible options for income and expenditure based on either decreasing the annual rent payable to the Town Council or increasing the amount of rent each allotment holder pays.

Mr. Thompson pointed out the Town Council had set up a bank account with £100 for the Allotment Association. They had purchased extra keys for the gate with a proportion of the money. The Town Council then replaced the lock with a combination lock only a few weeks later, making the newly purchased keys redundant.

Cllr. Cameron said that a lot of public money has already been invested in the site and the public should not continue to subsidise the site.

Cllr. Mrs. Cruse suggested that the Council could consider giving the lawnmower to the Allotment Association, which would allow them to cut their own grass and make cost savings on the annual grass cutting bill. Cllr. Burden commented that there is a lot of expense involved if the Town Council runs the allotments in terms of staff resources etc. The Council should provide allotments to the residents and the Allotment Association then run them.

Cllr. Clark suggested that the Allotment Association runs fund raising events like the North Weston Allotment Association to cover their costs. It was noted that there is no contract to cut the grass at the site.

N.B. Gertie Gales Allotment Committee Constitution states under responsibilities of the Town Council (6.b) The Town Council will determine, after consultation with the Allotment Committee, the level of rent payable from 1st May in any one year by the 31st March in that year.

RECOMMENDATION that:-

Mr. Thompson and Mr. Rowles were invited to go back to the Gertie Gale Allotment Association with the information discussed during the meeting, with the view to attending the next meeting of the Recreation and Works Committee in order for a decision to be made regarding setting the annual rent.

APOLOGIES (Agenda item .3)

Councillors: - Mrs. Koops, Terry, Pasley & Walters gave their apologies to the meeting.

RW1179 TO DISCUSS THE POSSIBLE ASSET TRANSFER OF THE WYNDHAM WAY & LAKE GROUNDS PUBLIC TOILETS (Agenda item .5)

Cllr. Mrs. Knight apologised and explained that following a meeting between herself Cllr. Terry and David Turner of North Somerset Council, she had been unable to circulate her notes, due to computer problems.

Cllr. Burden felt that the Town Council should not take on any liability for either set of toilets and stated that there are plenty of places where the public can use a toilet in the Town Centre.

Cllr. McMurray pointed out that some people have a requirement for a toilet and plan their journeys around the provision of toilets.

Cllr. Mrs. Knight said the public don't care whether the funding for the toilets comes from the Town Council or the District Council as long as the toilets are provided.

Cllr. Cameron asked 'do the public need toilets?'

Cllr. Clark sees no reason why the Town Council should get involved with the Lake Ground toilets. The Wyndham Way toilets need to be protected to encourage people to visit the town centre.

Cllr. Mrs. Lord stated that the Wyndham Way toilets will close on the 1st April if the Town Council does not take them on.

The question was asked 'will North Somerset Council give up the freehold of the two sets of toilets?'

Cllr. Mrs. Knight will email her bullet points to David Turner in order for him to confirm that they are correct for discussion at Town Council.

RECOMMENDATION that:-

No recommendations made.

RW1180 TO DISCUSS SHORT, MEDIUM AND LONG TERM WORKS TO REDCLIFFE BAY HALL INCLUDING FUTURE BUDGET ITEMS FOR 2013/2014(Agenda item .6)

Cllr. Mrs. Philpott briefed the meeting on behalf Cllr. Mrs. Koops. A list of items was read out, which included the interior redecoration of the hall, the replacement of interior doors, plus replacement floors in the toilets and kitchen. The exterior of the building requires redecoration and it was suggested that this could be a project for the Community Payback Scheme.

RECOMMENDATION that:-

Cllr. Mrs. Koops puts together an estimated cost and schedule for the works, in order for the committee to review.

RW1181 TO DISCUSS THE COMMUNITY RESILIENCE NORTH SOMERSET PROJECT AND PORTISHEADS INVOLVEMENT. (Agenda item .7)

The Clerk briefly explained that Community Resilience referred to Emergency Planning. Cllr. Mrs. Cruse explained that in discussion with the Clerk, it was felt that the Council does not have the resources or time to allot to this project at this moment in time.

RECOMMENDATION that:

The Clerk is to respond to Ian M. Wilson NSC Emergency Manager, explaining that Portishead Town Council are interested in taking part in the project, but at this moment in time, the Council do not have the time or resources. The NSC meeting arranged for the 13th Feb clashes with the Town Council meeting, therefore the Council will be unable to attend.

RW1182 TO DISCUSS THE SHREDDING OF OLD DOCUMENTS NO LONGER REQUIRED UNDER RETENTION GUIDELINES. (Agenda item .8)

This item was briefly discussed.

RECOMMENDATION that:

Portishead Town Council places an order with Evergreen Recycling at a cost of £2.75 + VAT per sack to shred, dispose of paper and issue a certificate of destruction, with the minimum charge of £13.75.

RW1183 TO DISCUSS THE LAND ADJACENT TO HORATIO HOUSE: UPDATE (Agenda item .9)

Cllr. Mrs. Knight explained that she has spoken to Mr. O'Neil of NSC. He had confirmed that he would be writing to the Town Council with further information about the land at Horatio House. Cllr. Mrs. Knight said she will chase him for a response.

RECOMMENDATION that:

The Recreation & Works Committee will review the situation once an update has been received from North Somerset Council.

RW1184 ST. PETER'S SCHOOL/NEW SCHOOL – USE OF THE FOLK HALL CAR PARK (Agenda item .10)

Cllr. Mrs. Cruse explained that St. Peter's school was allowed to use the Folk Hall car park during the morning school run but not the afternoon. St. Peter's school would like to know whether the car park could be used in the afternoon as well.

The general view of the committee was that the car park could not be used in the afternoon by the school as it would conflict with Folk Hall users.

RECOMMENDATION that:

The Clerk is to write to St. Peter's School confirming that they may continue to use the car park in the morning but there is no opportunity to use it in the afternoon.

RW1185 TO RECEIVE A REPORT ON THE FOLK HALL FLOOR. (Agenda item .11)

The Clerk gave a verbal report to the meeting.

RECOMMENDATION that:

The report is noted

RW1186 TO DISCUSS THE MEMORANDUM OF UNDERSTANDING BETWEEN THE PARTIES ON POSITIVE ACTIVITIES LOCAL COMMISSIONING NETWORKS (Agenda item .12)

The committee agreed that there should be no further action.

RECOMMENDATION that:

Portishead Town Council does not sign the Memorandum of Understanding between the parties on Positive Activities Local Commissioning Networks.

RW1187 BATTERY POINT LIGHTHOUSE BELL (Agenda item .13)

Cllr. Mrs. Knight commented that if the council had known the costs at the outset of the project, the project would not have gone ahead.

Cllr. Burden said it should be made clear that the project is actually a Queens Diamond Jubilee project.

RECOMMENDATION that:

The report is noted.

RW1188 PROVISION OF PLAY EQUIPMENT (Agenda item .14.)

Sarah Jackson has provided some information from the recent play equipment survey and the full results of the survey will be made available to the Town Council.

RECOMMENDATION that:

This item is deferred until the next committee meeting.

RW1189 LAND AT TAVR, STATION ROAD, PORTISHEAD (Agenda item .15)

RECOMMENDATION that:-

The Town Council notes that the lease between the Town Council and the Wessex Reserves Forces & Cadets Association was completed on the 2nd January 2013.

RW1190 ITEMS FOR NEXT MEETING (Agenda item .18)

- 1. To discuss Performing Rights Society Licenses and the Councils halls**
- 2. To report on the Community Payback Scheme meeting.**

There were no further items submitted other than those stated within the minutes.

There being no further business the Chairman closed the meeting at 9.05pm