

**MINUTES OF PORTISHEAD TOWN COUNCIL  
RECREATION AND WORKS COMMITTEE MEETING  
26<sup>th</sup> NOVEMBER 2014 7.30PM**

**PRESENT:-** Councillor R. Cruse - in the Chair

Councillors: - D. Cameron, M. Cruse, Huffadine-Cooper, Mrs. Koops, Lord, Philpot & Knight, Terry, Burden

Non Attendance:-

Staff: - Jo Duffy - Clerk to the Council

Public:- There were 3 members of the public in attendance.

**RW1400 DECLARATIONS OF INTEREST (Agenda item .1)**

There was one declaration of interest recorded in the Declarations of Interest Register.

Councillor Knight stated that any views expressed on matters to also be considered at North Somerset Council would be provisional and based on the facts currently known. They would be exercising their right to reconsider any such matter afresh when the matter went before North Somerset Council.

Cllrs. M Cruse declared personal interest in agenda item .10 Portishead in Bloom as he is a paid member of the organisation.

**APOLOGIES (Agenda item .2)**

Councillors: - Cllrs. McMurray, Clark & Pasley

**RW1401 PUBLIC PARTICIPATION (Agenda item .3)**

Mr. P. Maltby asked whether the Town Council was considering employing a single Town Orderly or whether the Town was considering having a contract with Glendale. He suggested that employing one person would give them pride in their work.

*Cllr. R. Cruse explained that a meeting is scheduled with North Somerset Council to discuss the matter. Both options would be looked at.*

Mr. G. Hardman asked when the meeting to discuss the Orderly will take place?

*The Clerk advised that the meeting will be on Friday 28<sup>th</sup> November but won't include Glendale.*

Would the Town Council consider recruiting an orderly direct on to their books? In the interests of fairness the Council should consider both the positives and negatives of using Glendale. What happens if Glendale does not come up to scratch?

*Cllr R. Cruse said these are all matters for the Working Party to investigate and report on.*

Portishead Youth Council has it been set up?

*Cllr. R. Cruse confirmed that it is down to the Youth Centre to set up. The Clerk noted that mutually convenient dates were being sought. Cllr. R. Cruse explained that an employee of the Youth Centre is in discussions with Gordano School about setting up the Youth Council.*

Mr. Hardman asked if there has been any progress with asking the Media Studies Students from Gordano School if they would like to be involved in the filming of Council meetings.

*The Clerk confirmed this suggestion has not been progressed to date.*

Has the Town Council found a suitable site for a skate park and if not why not?

*Cllr. R. Cruse explained that the Town Council has still not had an answer from North Somerset Council about their suggestion of Station Road.*

Mrs. A. Hennessy spoke about the Skate Park. She believes that Councillor Pasley has let the Town down. He has led people to believe there are alternative sites in the Town, but these have not been provided. She spoke about the resolution passed relating to the proposed site at Station Road. She expressed concerns that District Councillors who sit on the Town Council are aware of the NSC situation but they are not passing the information on to the Town Council. She went on to say that however the Council progresses the project Cllr. Pasley should be left out of all future discussions, because the matter has been made worse because of his involvement. What are the alternative skate park sites and what is going to happen next?

*The Clerk confirmed that the Town Council is still awaiting a response from Cllr. Ashton with regard to their letter sent in March 2014.*

**RW1402 TO DISCUSS FUTURE BUDGET COSTS FOR CCTV IN PORTISHEAD (Agenda item .4)**

Cllr. R. Cruse invited comments on the report. Cllr. Lord felt that it is much fairer to go on a pro-rata basis than the flat rate of £2,000 per camera and noted that Clevedon TC has been disadvantaged in the past.

Cllr. M. Cruse asked why the Town Council costs have gone up 26% and has North Somerset Council been asked why? It was established that North Somerset Council has tried to spread the costs equally and fairly between North Somerset Council and the other Town Councils.

Cllr. Burden spoke about the Scrutiny Panel meetings which had explained that the level of contribution paid by each Town Council had been reached on an ad-hoc basis without applying any formula. The Town Council needs to decide whether they proceed with CCTV and note that this is an unfair split.

Cllr. Terry explained that this is the first time that anyone has done an accurate split. The Town Council's costs have not increased this is just a proposal. Weston & Nailsea Town Council's may not accept the increase in costs. The Town Council needs to decide if it values CCTV?

Cllr. M. Cruse stated that there must have been maladministration of the original formula and that the person responsible for the maladministration should pay, not the rate payers of Portishead.

Cllr. R. Cruse asked the members to consider the following questions; does the Council want CCTV and if we do are we prepared to pay the £9,568?

It was proposed that the Council states that they are broadly in favour of CCTV and agree with the method of allocating costs pro-rata. Cllr. M. Cruse stated that he did not agree with the proposed new cost.

**RECOMMENDATION that:**

Portishead Town Council is broadly in favour of CCTV and agrees with the method of allocating costs pro-rata.

CCTV expenditure is to be discussed during the budget setting process.

**RW1403 TO DISCUSS THE PURCHASE OF A ROUNDABOUT FOR THE BLACKDOWN ROAD PLAY AREA (Agenda item .5)**

Cllr. R. Cruse explained the background to this item and showed the members up to date pictures of the newly installed replacement play area. Cllr. Jolley has approached the Town Council to see if they would be willing to provide a roundabout for the refurbished play area.

Cllr. Lord asked if the Town Council has got an assurance that North Somerset will maintain and inspect the equipment. The Clerk will ask the relevant officer.

Cllr. R. Cruse noted that North Somerset Council has not been able to make any improvements to the site until recently as negotiations have been ongoing with the landowner regarding the terms of a new lease.

Cllr. Burden asked should we be subsidising the play grounds owned by North Somerset Council if they cannot afford to cover the costs themselves.

Cllr. Knight said that you would probably find that most people wouldn't know whether the Town Council or North Somerset Council owned the play area.

Cllr. Terry asked what funds were used for the replacement equipment and surfacing. Cllr. R. Cruse explained that it came from S.106 funding. Cllr. Terry asked what safety surface has been used. The Clerk thought they have used wetpour.

Cllr. Knight asked if anyone has been consulted about the introduction of the roundabout. Cllr. R. Cruse felt that Cllr. Jolley had asked residents for their views.

Cllr. Lord proposed that the Council contributes towards the purchase of a 2.4m roundabout at a cost of £4,144. There was no seconder for the proposal. Cllr. M. Cruse proposed that a decision is deferred on this item until the full costs, including delivery, installation and safety surfacing can be established. The Clerk will seek further information regarding the quotes and also reassurance from North Somerset Council that they will take on the inspection and maintenance of the roundabout.

**RECOMMENDATION that:**

The Council continues to investigate the costs of installing a roundabout at the Blackdown Road play area, spending up to £5,500. The Clerk is to seek reassurances from North Somerset Council that they will pay for the inspection and maintenance of the new roundabout.

**RW1404 TO REVIEW THE ELLIS WHITTAM HEALTH & SAFETY CONTRACT COVERING HEALTH & SAFETY POLICY AND GENERAL RISK ASSESSMENT REPORT (CONTRACT ENDS 2015) (Agenda item 6.)**

The meeting discussed the contract with Ellis Whittam. It was established that the Youth Centre needs to be included in the quote. Cllr. M. Cruse asked whether it is a requirement of the terms of the Council's insurance policy to have a contract covering the Council's Health & Safety and Risk Assessments. The Clerk will contact the Council's insurers.

*Clerks note: Wyndham Way toilets need to be included in the quote*

**RECOMMENDATION that:**

The Clerk seeks a revised quote from Ellis Whittam to include the Youth Centre building and seeks quotes from other Health & Safety Advisors. The Clerk contacts the Council's insurers to establish whether having Health & Safety Advisors is a requirement of their policy.

**RW1405 TO DISCUSS REAPPLYING FOR THE TOWN GARDEN AT HORATIO HOUSE TO BE LISTED AS AN ASSETT OF COMMUNITY VALUE (Agenda item .7)**

There was no discussion on this agenda item. Cllr. Burden proposed that the Council reapplies for the Town Garden at Horatio House to be listed as an Asset of Community value. The proposal was seconded with all in favour.

**RECOMMENDATION that:**

The Council reapplies for the Town Garden at Horatio House to be listed as an Asset of Community value.

**RW1406 TO DISCUSS THE WYNDHAM WAY TOILETS AND THE INSTALLATION OF STEEL DOORS TO REPLACE THE ORIGINAL WOODEN DOORS TO THE UNUSED STORAGE AREA – CLLR. KOOPS (Agenda item .8)**

The meeting discussed the cost of installing 2 steel doors. It was acknowledged that the individual cost of the doors is £840 each. Cllr. Koops explained that following a break in via one of the wooden doors the electrics had been shut off to the toilets rendering them unusable. A vote was taken with five in favour of doing nothing and four in favour of adding the item to the budget.

**RECOMMENDATION that:**

The Town Council does not proceed with replacing the doors at this time.

**RW1407 TO DISCUSS THE REPLACEMENT OF OFFICE FURNITURE, INCLUDING 2 DESKS AND TWO CUPBOARDS (Agenda item .9)**

The meeting briefly discussed the item.

**RECOMMENDATION that:**

Portishead Town Council agrees to spend up to £1,100 towards the replacement of various items of office furniture at the Folk Hall. The expenditure is to come from the £3,000 office equipment budget head.

**RW1408 TO DISCUSS THE PORTISHEAD IN BLOOM SIGN ON WYNDHAM WAY AND THEIR REQUEST FOR HELP TO MAKE IT STAND OUT. (Agenda item .10)**

The Clerk explained that Portishead in Bloom has approached her, and asked if the Portishead in Bloom sign on Wyndham Way could be improved. The suggestion was that the stone bed is increased and a larger planting scheme is added to the side and rear of the sign.

Cllr. Knight suggested that the Town Council approaches Portishead in Bloom for some designs and costings for the scheme.

**RECOMMENDATION that:**

The Town Council approaches Portishead in Bloom for some designs and costings for the scheme.

**RW1409 TO DISCUSS PARKING ISSUES IN THE FOLK HALL CAR PARK (Agenda item .11)**

Cllr. R. Cruse ran through the background to the issue. Cllr. Koops asked if the Council could consider installing 2 disabled parking bays in the car park. Cllr. Burden suggested that the chain that used to lock off the car park is re-instated and using it once in a while to lock the car park, may act as a deterrent. Cllr. Lord suggested that the Town Council does nothing until the Gladman Homes development on Slade Road is complete and the site vacated by the developer and then reassesses the car park situation then.

**RECOMMENDATION that:**

The Town Council does nothing until the Gladman Homes development on Slade Road is complete and the site vacated by the developer and then reassesses the car park situation then.

**RW1410 TO DISCUSS THE PURCHASE OF EQUIPMENT FOR THE FILMING OF COUNCIL MEETINGS (Agenda item .12)**

The Clerk briefed the meeting on her attempts to load audio clips on to the Town Council's website, which have failed; she also noted that finding a camera with enough battery life was proving difficult. Cllr. Koops suggested that the Town Council approaches Emango (website provider) in order for audio recordings to be put on line at no extra cost to the Council. Cllr. Koops went on to say that trialing the audio on the website would enable the council to record the level of interest in it. Cllr. Burden suggested that the Town Council parks the idea of recording meetings and lets the newly elected Council look at the matter. He also went on to say that the main point of a Council meeting is to record the final decision of the Council and not the comments of individual members during the lead up to decisions. Cllr. Cameron felt that it would be unlikely that the recordings would attract many viewings. Cllr. Lord didn't believe that a trialing of an audio recording was a fair trial as it would be unlikely that anyone would wish to sit through 2 hours of talking. The Town Council should embrace the new

media forms and continue to explore the options and bring the item back to committee.

**RECOMMENDATION that:**

The Clerk is to carry on investigating.

**RW1411 TO DISCUSS THE PROPOSAL TO HAVE A TOWN ORDERLY (Agenda item .13)**

This item was deferred until after a meeting with John Flannigan of North Somerset Council and the Working Party.

**RW1412 TO DISCUSS IDEAS AND POSSIBLE LOCATIONS FOR OUTSIDE GYM EQUIPMENT (Agenda item .14)**

This item was deferred until after a meeting with John Flannigan of North Somerset Council.

**RW1413 ITEMS FOR NEXT MEETING (Agenda .15)**

There were no items submitted for the next meeting agenda, and there being no further business, the Chairman closed the meeting at 8.50pm.