

**MEETING OF PORTISHEAD & NORTH WESTON TOWN COUNCIL
RECREATION & WORKS COMMITTEE
25 NOVEMBER 2009 7.30PM**

- PRESENT** Councillor Mrs Cruse – Chairman of the Committee
- Councillors Cruse, Hazelton, Howells, Mrs Knight, Mrs Lord, Mrs Mason, McMurray, Miers, Parker, Pasley, Miss Stanley, Walters.
- Mr M Dolton - Town Clerk
- Guest : Mr Simon Gregory, Regeneration Manager - North Somerset Council .
- APOLOGIES** Councillors Terry and Mrs Way

RW 897 DECLARATIONS OF INTEREST

Councillors Pasley, McMurray, and Mrs Knight stated that any views they 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 rights to reconsider the matter afresh when the matter went before North Somerset Council.

Councillors Mrs Cruse and Hazelton :-

- Personal Interest in Minute No. RW900 (Youth Centre)
Reason – Town Council representatives on the Youth Club management committee.

Councillor Mrs Mason :-

- Personal and Prejudicial interest in Minute No RW901 – Trinity Community Hall Management – Reason – Membership of Church Council of Methodist Church at which this matter has been discussed.

Councillor Cruse :-

- Personal Interest in Minute No. RW 906 (Grant Funding – Lifeboat Trust) – Reason – Honorary Life Member of the Trust.

RW 898 PUBLIC PARTICIPATION

There were no members of the public or press present.

RW 899 STRATEGY FOR ATTRACTING BUSINESSES TO PORTISHEAD

Mr Simon Gregory, Regeneration Manager of North Somerset Council, then addressed members.

Mr Gregory outlined to members that the purpose and role of his team was to provide both policy/strategy and 'hands on assistance' in relation to business regeneration within the North Somerset Council area. These functions included developing a long term (10 year) strategy, providing core strategy advice to businesses and other departments of the Council, conducting a local economic assessment, providing legal/financial/personnel support to start up businesses in the area, holding recession surgeries and a business directory. Mr Gregory further commented that he and his team were also now conducting work to encourage inward investment into the area, with Portishead being a prime target.

In response to questions and comments by members, Mr Gregory confirmed that; there was considerable commercial experience within the team, that work was in progress to reduce the burden of the tender process on businesses to public bodies and authorities, acknowledged the shortage of light industrial sites within Portishead and North Weston, and that the team was acutely aware of the transport infrastructure difficulties of Portishead.

Members thanked Mr Gregory for his attendance and presentation, and some members commented that they would welcome a future assessment of the success of the work, as they felt there would only be limited impact in the Portishead and North Weston area.

RECOMMENDED that

Portishead and North Weston Town Council note the explanation of the work of the Regeneration Manager and team of the North Somerset Council.

RW 900 YOUTH CENTRE

Councillor Mrs Cruse updated members that a meeting had now been arranged to take place at North Somerset Council, Weston-super-Mare on the 10th December 2009. The participants will include Mr Phil Hall (North Somerset Council), Councillor Mrs Cruse and Bishop Sainsbury (Youth Centre Management Committee) and the Clerk of this Town Council, Mr Dolton. The purpose of the meeting will be to set and agree an agenda for a further meeting which will include representatives from this Town Council to discuss the eventual long term management responsibility for the Centre.

Councillor Mrs Cruse also informed members that at a meeting held on 4 November 2009 relating to the development project, it was now anticipated that the work will take place during July, August and early September 2010.

RECOMMENDED that.

Portishead and North Weston Town Council note the update on the Portishead Youth Centre, and look forward to further reports to the Recreation and Works Committee when appropriate.

RW 901 TRINITY COMMUNITY HALL - UPDATE

(Councillor Mrs Mason left the meeting for this item only due to her declared personal and prejudicial interest)

The Clerk reported verbally to members that he had (earlier on the day of this meeting) received a letter from Ms Tess Robinson, Diocese of Bath and Wells, who had written to the Clerk on behalf of the Diocesan Board of Education and Diocesan Board of Finance. The letter was circulated to all members present.

The letter stated that the Diocese intended to cease the process of offering a lease to the Town Council of the Trinity Community Hall.

Discussion followed in which members expressed agreement that this outcome was inevitable due to the legal difficulties and considerations that had occurred in relation to the letting policy and other operational matters.

Members noted that the hall will continue to be named a 'Community Hall' and will be available for public use and hire under the control of the Trustees, but that the indications are that daytime usage will be restricted.

RECOMMENDED that

The Portishead and North Weston Town Council. :-

- Note that the Trinity Community Hall will no longer be subject of the offer of a potential lease to this Council from the Diocese of Bath & Wells, and the Methodist Church.
- Note that with effect from 18th December 2009 the hall will be the sole responsibility of the Diocese and Methodist Church Trustees / Governing body of the Trinity School, and that the Diocese has confirmed in writing that this Council will have no further legal, financial, operational or other responsibility for the hall.
- This Council is pleased to note that the hall will continue to be named 'The Trinity Community Hall', and will continue to be available to the public under the Trustees control. However, the Council regrets the probable limited daytime availability of the facility.
- Note that the Clerk has received legal advice from the Council's solicitors that the wording of the letter from the Diocese does release this Council from all future obligations in relation to the hall.

- Instruct the Clerk to finalise all legal matters relating to the original potential lease.

RW 902 GRANT AWARDS POLICY

Members received the report of the Deputy Clerk, which proposed a written policy to be adopted by this Town Council in relation to Grant Awards.

Following short discussion and minor amendment, members agreed that the draft policy attached to the report should be recommended for immediate adoption.

RECOMMENDED that

The Portishead and North Weston Town Council adopt the written Grant Award Policy attached to these minutes, with immediate effect.

The recommended grants award policy is attached to and forms part of these minutes.

RW903 NORTH WESTON CEMETERY CAR PARK

Members received a verbal report from Councillor McMurray.

Councillor McMurray summarised the progress now made on the project, by informing members that the building contract had been sent out to tender and 6 applicants had been received. The quoted prices had ranged from £44,000 to over £80,000. Due to the specification and detail provided, two of the applicants had been invited to present their proposals to a meeting of the project team.

The presentations had shown that both of the short listed firms would be able to complete the project within the stated timeframes, and within budget. A major technical consideration had been that the surface material needs to be to a very refined specification which, if supplied by the registered company 'Tarmac', added major expense to the project. However, both applicants satisfied the project team that an alternative material, which had the exact qualities and specifications of the 'Tarmac' company product, could be provided at much lower cost. The engineer still had to conduct final drainage tests to ensure that this material will be suitable, but there was a high level of confidence that this would be the case.

The time on site for the build to take place will be 4 weeks. This is taking into account the strict requirements relating to the operation of the cemetery, the sensitive nature of the area, and the need to shield the complete build area with sealed solid fencing.

Whilst everything at present was on target to complete the project prior to the planning requirement end date of late March (Wildlife Act –

nesting birds etc), there had now been a delay due to the requirement for the legal department at North Somerset Council to make efforts to obtain the removal of the land covenant by Bristol City Council. It is hoped by Councillor McMurray that this matter can be expedited and the building project can still be completed within the planning requirement. However, if this legal matter cannot be finalised within this time, there may then have to be a delay in the start until the autumn of 2010. Councillor McMurray will report further when the legal timeframe is clearer.

Members thanked Councillor McMurray for his considerable time and effort devoted to the project, and offered support in any aspects or elements that may assist to bring the project to completion prior to March 2010.

RECOMMENDED that

The Portishead and North Weston Town Council note the update by Councillor McMurray, express their thanks to him for the considerable time and effort he has afforded to the project, and look forward to further reports to the Recreation and Works Committee.

RW904 ALLOTMENT PROVISION – THE FUTURE

The Clerk updated members on the current situation in relation to allotment provision.

The allotment associations who are running the sites on behalf of the Council were now experiencing considerable increase in demand, and both associations had lengthy waiting lists. Whilst work still had to be conducted on co-ordinating the lists to ascertain the number of persons that appeared on both lists, it was clear that there was an overall number in excess of 50 residents awaiting the opportunity to be allocated plots. This meant that the waiting time was now estimated at some three years or more for some individuals.

The Clerk was therefore in the process of scanning the area to assess what further land acquisition opportunities existed. Several plots of land had already been considered and an assessment made of their suitability. Whilst some had been eliminated on various grounds, there were at least two that were showing considerable potential. It is hoped that both could be available for leasehold.

The Clerk now awaited further contact and correspondence from North Somerset Council in relation to one of the plots, and will report fully to members for decision when potential options are known.

RECOMMENDED that

Members note the report of the Clerk, and await a further report to the Recreation and Works Committee.

RW905 LOCAL BUS SERVICE REVIEW

Members received the report of the Deputy Clerk.

The report summarised the proposed amendments and options to bus services within the Portishead and North Weston area as part of the annual review of the services supported by North Somerset Council.

Members discussed the proposals, noting that in the New Year it is proposed to extend two bus services (660 and 692) to the Port Marine area, including providing service to the new Health Centre in Harbour Road.

Minor queries of detail were requested by individual members, which the Clerk was unable to answer at the time, but committed that he would ensure that the detail requested by those members would be communicated to them prior to the next meeting of the full Town Council on the 9th December 2009, in order that members could discuss any concerns they had at that meeting if necessary.

RECOMMENDED that

The Portishead and North Weston Town Council note the proposed amendments and options to bus services supported by North Somerset Council contained within the annual review of those services.

RW906 FUNDING – PORTISHEAD LIFEBOAT TRUST GRANT 2010 / 2011

Due to the time available and some information not being on hand to the Clerk, this matter was deferred.

RECOMMENDED that

The Portishead and North Weston Town Council consider the grant funding allocation for the Portishead Lifeboat Trust for the financial year 2010 – 2011 at the budget setting meeting in January 2010.

RW907 EDUCATION REORGANISATION

Members received the written report of Councillor Miss Stanley in which she raised issues in relation to the current directorate arrangements in Children and Young Persons Services at North Somerset Council.

Councillor Miss Stanley explained to members that many parents, teachers, and head teachers had expressed concern in relation to the current arrangement for the most senior posts in the directorate which in their view meant that there was no direct educational experience in the senior management responsible for the directorate, and that the arrangements indicated a reduced commitment to the most senior role as the person responsible was now heading two directorates.

Councillor Miss Stanley asked that members support the local head teachers, teachers and parents by writing to the North Somerset Council asking the Chief Executive and the Leader of the Council a number of questions in respect of the arrangements for the leadership of the directorate of Children and Young Persons.

Members discussed the proposal expressing various views. Whilst some members felt that there was merit in supporting such a course of action, there were others who felt that this was not a matter for the Town Council to consider or comment upon.

The proposal of whether or not the Town Council should send a letter to North Somerset Council on this matter was put to the vote. Following the vote it was decided that no further action would be recommended at this time.

RECOMMENDED that

The Portishead and North Weston Town Council take no further action in this matter at this time.

There being no further business the Chairman closed the meeting at 9.10 pm.

PORTISHEAD & NORTH WESTON TOWN COUNCIL

GRANT AWARD POLICY

The following criteria will be used when considering grant aid applications submitted to Portishead & North Weston Town Council.

1. **These criteria must be complied with** –

- 1.1 An organisation/group receiving a grant must provide facilities or services for the benefit of Portishead and North Weston residents.
- 1.2 A grant will only be awarded to an organisation/group, not an individual.
- 1.3 Grants will not be awarded retrospectively.
- 1.4 Only a single annual grant will be awarded in any one year (April – March).
- 1.5 All grants must be acknowledged by specific mention in the organisation's annual report/accounts and/or in a future programme of events.
- 1.6 All grant applications must include a copy of their latest accounts (audited if appropriate).

NB. If the grant application is for a new group/organisation this requirement may be waived.

- 1.7 The organisation must have a bank account.

2. **Portishead and North Weston Town Council will also consider the following when awarding grants** –

- 2.1 Preference will be given for specific projects, not revenue expenses for the organisation.
- 2.2 Efforts have been made by the organisation to raise funds themselves.

3. **Right To Waive**

- 3.1 Portishead and North Weston Town Council reserve the right to waive all or any part of this policy in relation to any grant application, if to do so is within any legal requirements applicable, and considered appropriate by members.

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