

**MEETING OF PORTISHEAD & NORTH WESTON TOWN COUNCIL
RECREATION & WORKS COMMITTEE
26 AUGUST 2009 7.30PM**

PRESENT Councillor Mrs Cruse – Chairman of the Committee

Councillors Cruse, Hazelton, Howells, Mrs Knight, Mrs Lord, Mrs Mason, McMurray, Miers, Parker, Walker, Walters,

Mr M Dolton - Town Clerk

APOLOGIES Councillors Pasley, Mrs Way,

Prior to the commencement of the formal meeting, members were informed of the sad death of Mrs Jane Davis on Monday 24 August. Mrs Davis was a member of this Council in the past, and as a mark of respect in her memory all present at the meeting observed a silence.

RW 870 DECLARATIONS OF INTEREST

Councillors Mrs Knight, and McMurray 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. RW872 (Youth Centre)
Reason – Town Council representatives on the Youth Club management committee.

Councillor Walker :-

- Personal and Prejudicial interest in Minute No. RW877 (Underwood Road Play area – Hedge) due to the close proximity of his residence to the location.

RW 871 PUBLIC PARTICIPATION

There were no members of the public or press present.

RW 872 YOUTH CENTRE

Due to the personal interest declared by Councillor Mrs Cruse for this item, the Chairmanship of the meeting for the item was passed to Councillor Walters.

Members received the report of the Clerk, which related to the lease conditions and covenants, and which concluded that North Somerset Council remained responsible for the decorating and upkeep of both the interior and exterior of the Youth Centre.

Councillor Mrs Cruse updated members that meetings were to be held on the 2nd and the 15th of September 2009 with officers from North Somerset Council, where it is anticipated that the views and strategy of that Council on the future arrangements for the Youth Centre would become fully known.

In response to questions that had been raised by other members, Councillor Mrs Cruse informed the meeting that :-

- The interior was last decorated by the management committee in 1993
- The exterior was last decorated in approximately 2001
- The Youth Centre is used for a whole range of activities including sports, arts and musicality.
- Mondays, Wednesdays and Thursdays the Centre is used for the Youth Club in the evenings. The first and third Fridays of the month the Special Needs Group use the centre for their Youth Club. Saturdays mornings the Caring Group use the Centre. Tuesday evenings are used by the project group. Every morning the Management Committee run a pre school, soft play group. Wednesday mornings the dance studio is sub let by Music Bugs to another pre school group. Friday morning the dance studio is sub let to the First Steps Group (and from September, also Monday mornings).
- To hire the complete Centre costs £30 per hour.
- Individual room hire is £10 per hour when the Centre is open, but difficulty arises if individual room hire is requested when the rest of the Centre is closed.
- There is a caretaker employed at the Centre.

Councillor Hazelton updated members on his work to establish a true costing of the maintenance of the Centre. He had already obtained some of the detail from the Management Committee, but there was a considerable amount of information and detail to obtain from North Somerset Council. All members agreed that accurate figures would be essential for future deliberations and decision making.

Members discussed these matters, acknowledging the complexity of the situation, and looked forward to a further update at the next meeting of this Committee.

RECOMMENDED that

Portishead and North Weston Town Council note the update provided in relation to the Youth Centre, and look forward to a further report at the next meeting of the Recreation and Works Committee.

RW 873 CHAIRMAN'S ALLOWANCE

Members received the report of the Clerk, which outlined the legal and policy issues relating to the allowance.

A discussion ensued, during which members expressed varying views on whether or not a policy and audit requirement should be implemented by this Council, or whether the current operation of the account should remain.

The Clerk advised members that changing the name and reference to the account to 'Chairman's Expense Account' may be considered appropriate.

RECOMMENDED that

The Portishead and North Weston Town Council make no policy direction in relation to the Chairman's allowance, which will now be referred to and named 'Chairman's Expense Account'.

RW 874 NORTH WESTON CEMETERY CAR PARK

Councillor McMurray reported to the meeting that planning approval for the project had now been obtained.

A Quantity Surveyor project cost estimate had been circulated to all members, the full cost being quoted at £55,952.00 Excl VAT.

Members sought clarification on minor matters in relation to the final plans, and Councillor McMurray informed members that he was in receipt of email correspondence from North Somerset Council which confirmed that, subject to final approval, matched funding would be available for the joint project.

RECOMMENDED that.

Portishead and North Weston Town Council

1. Proceed in partnership with North Somerset Council to provide a Car Park facility at North Weston Cemetery. The project is to be completed as soon as possible, but no later than March 2010 in compliance with planning permission granted.
2. The project costs relating to both the capital build costs and all professional fees associated with building works shall be incurred on a 50% matched funding basis with each partner paying for their own legal cost as incurred.

3. Agree to the formation of a joint project management committee with North Somerset Council to oversee the project
4. The Portishead and North Weston Town Council project management committee representatives comprise Cllr's A McMurray, M Cruse and the Clerk of the Council.
5. The Portishead and North Weston Town Council project management committee be delegated to make project decisions on behalf of the Council up to the agreed budget limit of £30k - in respect to costs elements quoted in 2 above.
6. Enter into a partnership agreement with North Somerset Council for shared joint and equal usage of the Car Park and future maintenance costs. This agreement to ensure that any future third party management of the cemetery facilities recognises and protects the usage and access rights of the Portishead and North Weston Town Council.

RW 875 ADOPTION OF TELEPHONE KIOSK

Members had received circulated correspondence from British Telecom and North Somerset Council in relation to the old style red telephone kiosk situated in Clevedon Road, which is now to have the telephony equipment removed and available for adoption by this Council at a cost of £1.

In discussion, members expressed varying views on the potential purchase, with some ideas for future use being suggested.

It was agreed that if members decided to seek ownership of the kiosk, then future use of it could be discussed at another meeting of this committee once ownership had been achieved.

RECOMMENDED that

The Portishead and North Weston Town Council resolve to adopt the old style red telephone kiosk situated in Clevedon Road at a cost of £1.

RW 876 PROVISION OF DOG BINS

Members received the report of the Clerk, which restated the cost of the provision and emptying of dog bins. At the last meeting of this Committee members were asked to consider possible locations for such bins to be situated if provision was to be agreed.

After discussion it was agreed that members would recommend two separate areas for provision:-

RECOMMENDED that

- (i) At each of the three play area sites owned by this Council, Underwood Road, Mead Road and Heavens Field, a dog bin be provided within the land environs (but not sited in immediate vicinity of the play area enclosure).

Note :- It is recorded that the above recommendation (i) was made on the casting vote of the Chairman.

- (ii) Two bins to be provided in the Hillside Road area, one in the region of number 36 Hillside Road, and the other on the coastal path adjacent to the wooden bridge, below the Windmill Public House.

RW 877 UNDERWOOD ROAD PLAY AREA – HEDGE CUTTING

(Councillor Walker left the meeting prior to this item)

Members had now had the opportunity to visit the Underwood Road Play Area and view the hedge in issue.

Members discussed the need to ensure the maintenance of the hedge.

RECOMMENDED that

The Clerk arrange for the hedge at the Underwood Road play area to be cut and managed, from the rear of the houses for a distance of approximately 25 metres to the first tree, to a maximum cost of £500.

There being no further business the Chairman closed the meeting at 8.58pm