

**MINUTES OF THE 112TH ORDINARY MEETING OF
PORTISHEAD & NORTH WESTON TOWN COUNCIL
HELD AT THE FOLK HALL, HIGH STREET, PORTISHEAD
ON WEDNESDAY 14TH AUGUST 2002**

PRESENT Councillor Pickering – in the Chair

Councillors Mrs Bickley, J H Clark, J S Clark, Mrs Cole, Mrs Cruse,
Daws, M Johnston, Mrs Mason, Palmer, Pasley, Walters

Mrs P Rendle – Clerk of the Council

APOLOGIES Councillors Brown, J Johnston, Terry

Before commencing the formal business of the meeting the Chairman informed members of the death of former Councillor Harry Boulton on Friday 9th August. In paying tribute to former Councillor Boulton, the Chairman mentioned his many years service as a member of North Weston Parish Council and latterly as a member of the amalgamated Portishead and North Weston Town Council. The Clerk was asked to forward the Council's condolences to Mrs Boulton.

920 PUBLIC PARTICIPATION

Councillor Michael Johnston, speaking as a member of the public, raised concern about the amount of litter at the Lake Grounds and asked who was responsible for litter collection now that the new concession was operating. The Clerk was asked to take the matter up with North Somerset Council Parks Department.

921 DECLARATIONS OF INTEREST

Councillor Mrs Bickley

- Personal Interest in Planning Application No. 02/P/1747/TPO – Works to Trees at Beech House, Lake Road, Portishead
Reason – Acquaintance of applicant by virtue of membership of Portishead Community Safety Local Action Team

Councillor Palmer

- Personal Interest in Planning Application No. 02/P/1747/TPO – Works to Trees at Beech House, Lake Road, Portishead
Reason – Acquaintance of applicant by virtue of membership of Portishead Community Safety Local Action Team

Councillor Pasley

- Personal Interest in Planning Application No. 02/P/1747/TPO – Works to Trees at Beech House, Lake Road, Portishead
Reason – Acquaintance of applicant by virtue of membership of Portishead Community Safety Local Action Team

922 CONFIRMATION OF MINUTES

RESOLVED that the Minutes of the 111th Ordinary Meeting of Portishead and North Weston Town Council held on 10th July 2002 be confirmed as correct, subject to the following –

Minute No. 912 – Declarations of Interest

Councillor Mrs Cruse

- Personal Interest in Minute No. 918 (RW470) – Portishead Partnership – Tree outside Poacher Public House

Add – (in addition to reason stated)

Reason – Interest in neighbouring property

Minute No. 918 – Recreation and Works Committee

Add

Councillors Brown and Daws left the meeting during consideration of Minute No. 918, prior to consideration of RW474 Provision of Skateboard Facility.

923 AUDIT OF ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2002

Further to Minute No. 915, the Clerk reported that the Internal Audit of the Council's Accounts for the Year Ended 31st March 2002 had been successfully completed. Members were reminded that the new audit regulations also required an Annual Return and supporting documents to be submitted to the External Auditor. Draft copies of all the documents were circulated, along with the report from the Internal Auditor.

Members considered each document in detail –

(i) Annual Return – Statement of Assurance

RESOLVED that each of the eight sections be agreed YES.

(ii) Financial Regulations

Members noted that the previously adopted Financial Regulations needed to be updated to take account of the new audit requirements.

RESOLVED to adopt the Financial Regulations as attached to and forming part of these Minutes.

(iii) Statement of Risk Assessment

After minor amendment to the draft document it was

RESOLVED to adopt the Statement of Risk Assessment as attached to and forming part of these Minutes.

(iv) Report of Internal Auditor

Members welcomed the Report of the Internal Audit of the Council's Accounts for the Year Ended 31st March 2002 and

RESOLVED to consider including provision for a further professional valuation of property assets in the 2003/2004 budget.

The completed Annual Return and supporting documents are attached to and form part of these Minutes.

924 SCHEDULE OF PAYMENTS AND BANK RECONCILIATION/CASH STATEMENT

RESOLVED that the Schedule of Payments and Bank Reconciliation/Cash Statement for the month of July 2002 be APPROVED.

925 PLANNING COMMITTEE

In the absence of the Chairman of the Committee, Councillor J Johnston, Councillor Pickering presented the report of the Committee meeting held on 10th August 2002.

RESOLVED that the report and recommendations thereon be APPROVED subject to the following –

02/P/1639/F 8 STOKE ROAD, PORTISHEAD

Change of use from Class A1 Shop to use Class A3 Hot Food Takeaway (pizza) with low level extractor duct.

Members considered this change of use was inappropriate in a residential area and

Recommend REFUSAL for the following reasons –

- Adverse effect on the amenity of the residents of the adjacent elderly persons sheltered housing accommodation.
- Inadequate space for short-term parking or waiting, either off-street or at the kerbside.

In concluding the Planning Report, Councillor Pickering drew members attention to the number and complexity of planning applications now being received and commended Councillor J Johnston for the work he carried out on behalf of the Council.

The report of the meeting held on 10th August 2002 is attached to and forms part of these minutes.

926 RECREATION & WORKS COMMITTEE

Councillor Mrs Cruse, the Chairman of the Recreation and Works Committee, presented the report of the Committee meeting held on 31st July 2002.

RESOLVED that the report and recommendations thereon be APPROVED.

The report of the meeting held on 31st July 2002 is attached to and forms part of these minutes.

927 MATTERS THE CHAIRMAN PUT BEFORE THE COUNCIL

Correspondence – Letter of thanks for grant awarded received from the Cludo Club.
Re-naming of Seaview Road, Portishead – now part of Nichols Road.
Transport problems affecting young people – NSC carrying out a study.
Future Development of Air Transport in UK – Consultation paper received.

The following items were circulated for information –

Briefing Note re. Meeting Procedures
Tyntesfield Update – Newsletter from the National Trust
Highways Services Newsletter – July 2002
Portishead Partnership – 8.7.02
Portishead CCTV Project – Update, Question to Council (NSC 25.6.02) and project timetable
Port Marine Public Art Management Group – 11.6.02
Portishead Quays – Key development dates
Portishead Community Safety Action Team – 21.5.02 & 26.6.02
Portishead Lifeboat Trust – Activity Update

There being no further business the Chairman closed the meeting at 8.35p.m.

..... Chairman

11th September 2002