



MINUTES OF AN ORDINARY MEETING OF THE TOWN COUNCIL HELD ON WEDNESDAY 13TH JULY 2022 AT THE FOLK HALL, 95 HIGH STREET, PORTISHEAD, BS20 6PR

This was a hybrid meeting to enable community participation

Members present:

Councillor Patricia Sterndale (Chairman)
Councillor Paul Gardner (Vice Chairman)
Councillor Tanya Slatter
Councillor Bob Bull
Councillor Paul Churchill

Councillor Bob Cartwright
Councillor Tim Snaden
Councillor Sue Mason
Councillor Nicola Holland
Councillor Janet Davey

Members online:

Councillor Ben Aldridge

Officers present:

Sharon Sherborne - Deputy Clerk
Amy Sear - Cameras
Izzie Jeffrey - Minute Taker

Others present:

Gary Amass, Lin Morrissey and David Cook online
Paul Maltby and Bill Shier in person

Councillor Sterndale opened the meeting and welcomed everyone.

TC22.264 Apologies for Absence

Apologies were offered on behalf of Councillor Snaden, who joined the meeting (*).

TC22.265 Declaration of Councillors' interests and requests for dispensations:

To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk (Localism Act 2011 s29-34)

The following declaration of interest was made:

- Councillor Mason
Item 13 – Grant application from Fairtrade Portishead
Reason: is a representative for Fairtrade Portishead

Councillor Snaden joined the meeting. He had no declarations of interest.

TC22.266 Chairman's Update Report

Councillor Sterndale gave a verbal update on the following matters:

- **By-election Thursday 21 July 2022:** 3 new Councillors to represent the East Ward. Councillor Sterndale encouraged all residents of East Ward to vote.
- **Portishead in Bloom judging:** Judging for the Southwest in Bloom competition will take place at Courthouse Farm from 09:30 on Monday 18 July 2022. The route is displayed on the Town Council website. All those residing on the route are encouraged to maintain a clean and tidy garden, with flowers if possible. Also, Portishead has entered the large town category of the National Britain in Bloom 2022 competition. The judging will take place on Wednesday 27 July 2022.
- **Community Fayre.** The Fayre will take place in the Folk Hall on the afternoon of 13 October 2022 and all day on 22 October 2022. The Fayre will provide an opportunity for local community groups to showcase their work and attract new volunteers.

TC22.267 North Somerset Councillors' Report

There were no reports or updates from North Somerset Councillors.

TC22.268 Public Participation

Mrs Morrissey: raised a query relating to agenda item 14, namely Portishead Football Club's application for a £30,000 grant. She noted that this amount is required for a date in the future and queried whether, if agreed to by current councillors, any future configuration of the Town Council would be obliged to commit this amount. Councillor Gardner stated that if the Town Council resolves to commit funds to the Football Club, then that amount will be included in the 2023 budget as earmarked reserves. In theory, a future configuration of the Town Council could reverse the decision on ringfencing these funds. This is a decision for the future.

Paul Maltby: stated that he wanted to set the record straight following critical comments he received from Portishead Town councillors. He was available to receive an apology in respect to him being criticised for his enquiry relating to the Local Government Act 1972 and membership to the Town Council. Councillor Sterndale stated that councillors were under the impression that online meetings constituted attendance and still believes that they should. Councillors had no knowledge that they were doing anything wrong. Councillor Sterndale ended the conversation on the topic.

Councillor Gardner: raised the matter of Slade Road playing field and the numerous representations that have been made to North Somerset Council opposing development of the field. Councillor Gardner said that he will write to North Somerset Council on behalf of Portishead Town Council to restate its opposition to any development on the land and asked Councillors present to confirm their agreement to this. Confirmation was provided by all councillors present. Councillor Slatter noted that councillors have already stated that they oppose any development of the site.

TC22.269 Presentation – Lighthouse Trust and Black Nore Lighthouse

Bill Shier, Chairman of the Lighthouse Trust who took over the Black Nore Lighthouse, gave a verbal presentation. Mr Shier is in the process of raising the profile of the lighthouse and raising funds to support it. Mr Shier stated that the Lighthouse Trust and Black Nore Lighthouse have no political stance and requested

that the lighthouse symbol be removed from the black flag erected by the independent party. Mr Shier thanked Portishead Town Council for its ongoing support.

TC22.270 Finance

Members considered the list of payments made in June 2022 (Unity Trust Bank and Lloyds Bank), bank reconciliation statements for June 2022 (Unity Trust Bank and Lloyds Bank) and the summary and detailed Income & Expenditure statements for June 2022.

Proposed by Councillor Gardner and seconded by Councillor Sterndale.

Vote: all in favour

RESOLVED:

That the Council approves the list of payments, reconciliation statement, summary income and expenditure statements for June 2022.

TC22.271 Portishead Neighbourhood Plan

Members considered the changes that have already been approved by the steering group.

Proposed by Councillor Bull and seconded by Councillor Holland. All Councillors

Vote: all in favour.

RESOLVED:

The Council formally approves the Portishead Neighbourhood Plan and its submission to North Somerset Council.

TC22.272 Bus Services

Councillor Sterndale noted that First Bus has agreed to put on a bus service from Clevedon to Southmead hospital, via Portishead and Cribbs Causeway. First Bus made it clear that the service would be discontinued if it did not make a profit. Therefore, Portishead Town Council is asking North Somerset Council to subsidise the bus service. Councillor Bull noted that Clevedon has been included in the service because the petition has been signed by a significant number of Clevedon residents.

Councillor Mason suggested that Portishead Town Council should request that Clevedon Town Council writes an additional supporting letter to North Somerset Council to request subsidisation of the bus service. Councillor Sterndale noted that she has a link to the transport representative at Clevedon Town Council. It was agreed that Councillor Sterndale or the Deputy Clerk would contact Clevedon Town Council.

Proposed by Councillor Bull and seconded by Councillor Davey.

Vote: all in favour.

RESOLVED:

The Town Council makes a formal written request to North Somerset Council asking them to subsidise a bus service from Clevedon to Southmead hospital via:

Portishead, Avonmouth Railway Station, and Cribbs Causeway bus hub, and to fund the service from recent government support funds.

TC22.273 Parish Councils Airport Association (PCAA) Subscription

Members considered whether the Town Council should subscribe to the association, the full details had been previously circulated. Councillor Churchill volunteered to represent the Town Council.

Proposed by Councillor Bull and seconded by Councillor Davey.

Voted: all in favour.

RESOLVED:

To approve the Town Council's application for membership at an annual cost of £75.00 and to nominate Councillor Paul Churchill to represent the Town Council.

TC22.274 Parish Residents Event

Following the success of this year's Jubilee event at the Show Field members were asked to consider funding and organising a similar event for residents next year. Councillor Aldridge requested an amendment to the recommendation, namely that the cost of funding for the event should be increased from £15,000 to £20,000. It is not expected that the full amount will be spent, but Councillor Aldridge noted that it would be easier to agree a greater amount in advance, rather than overspend and request further funding from the Town Council later. Councillor Sterndale noted that the feedback from the previous event had been positive, and that the recommendation should be changed to increase the funding limit. Councillor Aldridge requested name suggestions for the event. Councillor Aldridge requested that £6,000 of the total funding amount is included in the 2022 budget. Councillor Bull stated that this would be possible. Councillor Gardner suggested that the recommendation should be changed to allocate £5,000 to the event from the 2022 budget and to allocate £15,000 from the 2023 budget. Councillor Aldridge agreed that £5,000 would be sufficient for 2022.

Proposed by Councillor Gardner and seconded by Councillor Holland.

Vote: all in favour

RESOLVED:

To approve organising and funding up to £20,000 (twenty thousand pounds) for a parish event to take place in Portishead for Portishead residents in 2023 with £5,000 (five thousand pounds) from 2022 budget and £15,000 (fifteen thousand) from 2023 budget.

TC22.275 Grant Application – Fairtrade - £618.75

The grant application from Fairtrade to support the purchase of promotional kit and display equipment, gazebo and folding exhibition panels, sign and banners to be used at the summer show was considered. The application had already been approved by the Grants Working Party.

Councillor Slatter proposed and Councillor Bull seconded.

Vote: majority in favour: Councillor Mason abstained from the discussion and voting.

RESOLVED:

To approve the grant payment of £618.75 to Fairtrade Portishead by bank transfer.

TC22.276 Portishead Town Football Club (PTFC) – All-Weather Pitch

Councillor Gardner outlined Portishead Town Football Clubs plans to build a new all-weather pitch to be used by the Club and wider community. It has applied to the Football Foundation and Somerset FA who are behind the application. The total cost is £800,000, most of which will be provided by the FA and Sports Foundation grants. However, a condition of these grants is that PTFC raises £150,000 itself. PTFC aims to achieve by using a mixture of its own fund raising and approaching local bodies such as Portishead Town Council (PTC). To this end, it has requested £30,000 from PTC which will help it unlock the other substantial grant funding, The FA and Sports foundation will only commence the project once the PTFC total contribution of £150,000 is in place. The first step of the project will be to undertake a detailed land survey of the proposed site, the first team pitch. The survey may reveal underground issues which, if unsolvable would mean the project is stopped and the PTC contribution would not be used or it may reveal that the project can proceed. In this latter case the PTC funds would be deployed at the point when construction starts i.e. the funds will only be used in the event of construction commencing.

Given the time needed for survey work and the rules of the other grant funders, PTC is being asked to approve the funding now and retain the funds in the PTC budget to be paid at a later date, subject to a successful land survey and commencement of the construction phase of the pitches. It is projected that construction would commence during the 2023-24 financial year.

Councillor Slatter reiterated Mrs Morrissey's earlier point that councillors could resolve to commit the funding, but that a future configuration of the Town Council could reverse this in the future. Councillor Gardner stated that if resolved, it could be proposed that the commitment of £30,000 would be included in the earmarked reserves in the 2023 budget. It was agreed that the wording of the recommendation would be amended to reflect this.

Councillor Mason queried whether it would be possible to change the wording of the recommendation to state that if the Football Club raised sufficient funds, that the grant from the Town Council would not be required. Councillor Aldridge stated that this would not be possible, as the initial £30,000 is required to demonstrate to the FA the Town Council's commitment to the project. This initial amount will then unlock further funding from the FA. Councillor Aldridge stated that the Town Council should provide this funding and back the football club in order to benefit the community. Councillor Slatter agreed.

Councillor Cartwright was surprised that a representative from the football club had not attended the meeting. Councillor Gardner had been in regular contact with the football club and had not requested their attendance.

Councillor Holland believed that Portishead as a town loves football and that the pitch would be important to local people. Councillor Holland also noted that the £30,000

commitment was a small proportion of the £800,000 that the football club is looking to obtain.

Councillor Sterndale asked if the pitch could be used for other purposes. Councillor Gardner stated that it could be used for other purposes and that the Football Club itself has over 1000 members who would benefit. Councillor Bull noted that the commitment would be a sizeable figure for the Town Council but that the football club is a large club and that the Town Council should support them.

Councillor Sterndale asked if Councillor Mason had a proposal for changing the wording of the recommendation. Councillor Mason offered no amendment to the proposal.

Councillor Mason asked what would happen if the commencement of construction was delayed. Councillor Gardner stated that the money would be held within earmarked reserves until required.

Proposed by Councillor Gardner and seconded by Councillor Slatter.

Vote: majority in favour. Councillor Cartwright abstained from voting.

RESOLVED:

That the Council approves:

- a) A grant funding commitment of £30,000 (thirty thousand pounds) to support the Portishead Football Club all-weather pitch;
- b) That the grant of £30,000 in support of the all-weather pitch be included as part of the Town Councils 2023-24 budget setting process and held within earmarked reserves;
- c) That the Town Council enters into a grant agreement with Portishead Football Club for the sum of £30,000 to support the all-weather football pitch only payable upon commencement of construction during 2023-24.

TC22.277 Date of Next Meeting

The date of the next Ordinary Town Council meeting is Wednesday 14th September 2022.

TC22.278 Exclusion of Press and Public

Under the Public Bodies (Admissions to Meetings) Act 1960 Members of the public and press are required to leave the meeting due to the following items being a confidential matter – staff remuneration.

RESOLVED

To exclude members of public and press from the meeting.

Vote: all in favour

TC22.279 Hub Facilitator Post Salary:

Members had previously received a confidential report relating to the pay scale for this post. Councillor Bull talked to the meeting about the job holders work and

aligning pay to the responsibilities of the post. The post was very much a trial and has developed over recent months. The salary is being met by the CRF grant.

RESOLVED

That the recommendations outlined in the confidential report are noted and approved.

Proposed by Councillor Bull and seconded by Councillor Churchill.

Vote: all in favour

TC22.280 Communications (Media and Publicity) Apprenticeship Post

Member had previously received a confidential report relating to the engagement with Weston College for the apprenticeship post.

Councillor Bull updated members in respect to the status of the process.

Proposed by Councillor Bull and seconded by Councillor Slatter.

Vote: all in favour

RESOLVED

To give the Communication Manager authority to act on behalf of the Town Council in terms of progressing the Media and Publicity apprenticeship post.

TC22.281 Appointment of Town Clerk

Members had previously received a confidential report providing a recruitment update of the new Town Clerk. Councillor Bull confirmed that Wendy Coulter had accepted the offer and was due to start early October unless she can be released from her existing job earlier.

RESOLVED

To accept and approve the recommendations outlined in the confidential report.

Proposed by Councillor Gardner and seconded by Councillor Mason.

Vote: all in favour

TC22.282 Interim Town Clerk arrangements:

Members had previously received a confidential report relating to the interim arrangements for the Deputy Clerk to act as Clerk and Proper Officer whilst the post of Town Clerk is vacant.

RESOLVED

To approve the Deputy Clerk being designated as Interim Town Clerk to carry out the functions and delegations as the Council's Proper Officer until the commencement of the new Town Clerk.

Proposed by Councillor Slatter and seconded by Councillor Bull.

Vote: all in favour

TC22.283 Brackenwood Land Sale:

Councillor Sterndale gave a verbal update, explaining that a further Extraordinary Town Council meeting will be scheduled.

Meeting closed 21:04

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