

## Portishead Town Council

The Folk Hall, 95 High Street, Portishead, BS20 6PR Tel: 01275 847078

[www.portishead.gov.uk](http://www.portishead.gov.uk)

### Community Matters Committee meeting minutes 12 May 2021



This was an online meeting due to COVID-19 restrictions

#### 1. Attending:

##### a. Councillors present:

- Councillor Aldridge (Chair)
- Councillor Bull
- Councillor Cartwright
- Councillor Davey
- Councillor Gardner
- Councillor Goddard
- Councillor Mason
- Councillor Mason
- Councillor Shepperdson
- Councillor Slatter
- Councillor Sterndale
- Councillor Temple

##### b. 8 Residents attended

#### 2. Apologies for Absence

##### a. No apologies received

#### 3. Declarations of interest and requests for dispensations

- a. Councillor Slatter re. Portishead Youth Centre
- b. Later received from Councillor Goddard for Item 14.

#### 4. The Chair's verbal report

##### a. Tree near the slide at Heavens Field Play Area:

- i. The tree was last inspected by Senior Arboriculturist in June 2020 and was earmarked for reinspection June 2022.
- ii. The tree was inspected by NSC's Tree Officer during w/c 3rd May.
- iii. There is some damage that is repairing well but some immediate work was recommended (removal of a split branch and deadwood).
- iv. A quote has been requested from a regular contractor.
- v. The report proposed that the tree should be reinspected in one months' time (w/c 7th June) to see if the canopy on the right-hand side has new growth. If not, it is possible that it is suffering from ash die back and should be felled.
- vi. It is not necessary to dispose of trees with ash die back in a specialist way, some felled trees are left on site as home for bugs and small creatures.
- vii. Recommendations:
  1. To delegate the immediate work to the Clerk to procure under H&S grounds. Recommendation approved.
  2. To bring a further report back to Committee following the next inspection.
- viii. Proposal approved: Councillor Gardner seconded, all agreed.

##### b. Merlin Park Skate Park update:

- i. Following concerns about the surface and access for the general public, the contractor will arrange for orange bunting to be erected around the site with additional closure notices.
- ii. The new tarmac surface is due to be laid on Monday 17 May.
- iii. The Contractor has been asked to level the surface
- iv. The half pipe ramp will also be fixed (marine ply timber, fixing, sealant) as agreed with the Chair.

- c. Setting and waterproofing the Python on the seafront:
  - i. A previous grant application was rejected as further work was required.
  - ii. The Chair met relevant parties and Persimmon agreed verbally to pay towards materials
  - iii. The Chair has also met a potential supplier to consider installation options
  - iv. Depending on the cost, a decision item will be brought either to a future Committee or Full Council.

## 5. Public Participation

- a. Paul Maltby: would prefer face to face meeting.
  - i. The Clerk advised that hybrid meetings with restricted in-person numbers would start the following week.
- b. Annette Hennessy: Unhappy about Portishead Independents pre-election social media campaign. In particular, when will the Pump Track idea come through a Committee to discuss?
- c. Annette Hennessy: the title of the Portishead Residents Annual Meeting is written incorrectly on the Council website.
- d. Annette Hennessy: Re. the previous Committee Meeting minutes; the issue of lighting is with the path not the car park itself. It is very dark, important and she considers it unsafe for for visually impaired pedestrians.
- e. Annette Hennessy: asked when the Halls would be re-opened.
  - i. The Clerk responded the Folk Hall only is closed for bookings and meetings until it is no longer needed for vaccinations. However, hybrid meetings would start the following week as Vaccinations do not take place on those evenings.
- f. Annette Hennessy: What is happening with Play Areas including Slade Road play area?
  - i. The Chairman responded that Slade Road is not for sale.
  - ii. The Chairman also responded that feasibility discussions with NSC re. Merlin Park are ongoing. He is keen to make it happen, and it will follow the proper process.
  - iii. He has spoken to the WASP group and Merlin Park would not affect the possibility of a Pump.

## 6. Verbal update - Portishead Wellness Partnership (Introduction Councillor Shepperdson, supported by Sarah Jackson, Community & Economic Development Manager)

- a. The slides from the presentation are copied below:



Portishead Town Council



May 2021

#### Current Portishead Wellness Partnership projects - May 2021

Current local wellness projects in Portishead that are responding to community priorities, and have developed from the learning and connections made by working in partnership with residents, community groups and other organisations:

- **Portishead Social Prescribing leaflet pilot** – working with Curo + NSC
  - New Wellbeing Services (Social Prescribing) information leaflet being piloted exclusively in Portishead before wider distribution in North Somerset
  - Leaflet will be piloted over Summer 2021
  - Further general update provided by NSC as item 6 in this meeting
- **Making Connections project** – working with WERN (funded by St Monica's Trust) + Alive Activities + Alliance Homes
  - First event – for 'older' residents (50+) who experience barriers accessing support with technologies e.g. supporting residents facing redundancies, retraining, job applications etc.
  - Further events planned in Portishead to encourage, build & coordinate meaningful support for residents to understand the value of the internet & digital technologies, and how these can enrich and support their daily activities etc.
  - Plan for first WERN 'pop up' event in Portishead in July currently under development
- **Community Wellbeing Garden** – working with Curo Link Worker + Wellbeing Worker Leads + Wofe Baptist Network
  - Development of new Social Prescribing wellbeing 'destination' for Portishead in the form of a community garden
  - This community wellbeing space will be open to all residents
  - Project currently underway and being led by team of resident volunteers

#### Current Portishead Wellness Partnership projects - May 2021

- **Dementia Friendly Communities project** – working with Portishead Dementia Friendly Communities group + Alive Activities + Alzheimers UK North Somerset
  - Collaborative project to develop Portishead into a Dementia Friendly town
- **Resident Green Engagement project** – working with Alliance Homes Community Development team
  - Working with residents to identify and establish a 'Patchwork of Green Projects' across Portishead
  - Green projects will be identified and worked on by residents, supported by a 'Green Mentor' if requested
- **Portishead Food Network** – working with several local community groups including Foodbank, Martha's Kitchen, Enjoy Church, Coop Member Pioneer etc. on resident led food projects e.g.
  - Plans to establish Portishead's first Community Fridge currently under development by Coop Member Pioneer + Alliance Homes
- **Portishead Community Groups project** – working with Voluntary Action North Somerset (VANS) + St. Peter's Church MIT
  - Assessing potential for pilot project of new community asset mapping platform for Portishead based community groups
  - Vision is to create a 'map' of community groups in Portishead managed by groups and volunteers to keep it relevant & up to date

These are the current wellness projects – further updates on the Portishead Wellness Partnership and wellness projects will be reported at Community Matters Committee on a regular basis

## 7. Report - Social Prescribing Pilot (Councillor Shepperdson)

- a. This concept was previously discussed at the Full Town Council meeting.
- b. The local Wellbeing work fits into the national strategy, with services being restructured and now organisations are mandated to collaborate for the better mental health of communities. Otherwise known as preventative health care and crisis management
- c. PTC is one of the local partners looking at this initiative.
- d. The PTC has been working with partners on on this, particularly through COVID-19
- e. Sarah also presented a paper from NSC:
  - i. Portishead Town Council Report - Social Prescribing Leaflet Pilot - Portishead Wellness Partnership project (information from Heather Whittle, Partnership & Development Manager, North Somerset Council)

### Introduction:

A project, for which Portishead Town Council is a delivery partner, which aims to provide access to up-to-date information for residents on services which can help to improve well-being.

### Current partners in this project:

- Portishead Town Council
- CURO (Community Connect direct access for over 50's service Primary Care Network)
- North Somerset Council (Social Prescribing, and Social Isolation and Loneliness lead officer)

COVID-19 has necessitated changes in partners' services since March 2020, which has motivated this project, these include:

- National roll-out of Social Prescribing within GP practices with funding coming from NHS England.
- Further local development of Community Connect services to reduce social isolation and loneliness.
- North Somerset Together volunteers are extremely willing and committed to provide much needed local support through the pandemic.

The partner organisations and volunteers have worked collaboratively over the last year.

Partners are currently considering how these service changes and the positive working relationships can be harnessed to support the development of the Portishead Wellness Partnership.

NHS England and HM Government (*A Connected Society*, Oct. 2018) are committed to the development of Social Prescribing. Its value is well documented in terms of reducing visits to GP practices, thus giving more time for those in need of clinical care. Also, quality of life improvements by helping to

re-connect people with their communities, reducing low mood and the potential associated unhealthy habits i.e., smoking, drinking, shopping beyond their means (worsening debt).

**The pilot project:**

A key aspect is to listen to residents' concerns about the need to get information out more widely, so they know what support is available and how to access help, to feel less isolated and lonely. This contributes as much to improvements in health and wellbeing as healthy eating and exercise etc.

To address the need for access to information, partners are piloting a Portishead information leaflet (in paper form and online to be distributed widely).

**The timeline:**

June /early July 2021: Curo will request feedback on the leaflet from critical friends including equalities groups and individuals. Revise and amend accordingly.

July / August 2021: aim to get the final agreed version designed and distributed by Curo and supported by the Wellness Partnership. Support may include leaflet promotion in newsletters, social media and websites, distributed to community groups and venues, posting on notice boards, etc.

Regular updates on Portishead Wellbeing Partnership projects, such as this, will be provided at Community Matters committee meetings.

**Further information:**

This link illustrates how Social Prescribing is working for GPs and patients:

<https://www.bbc.co.uk/news/uk-scotland-edinburgh-east-fife-56919166>

The North Somerset Social Isolation and Loneliness Needs Assessment and Strategy is attached to the agenda for reference.

- ii. The Chair thanked Sarah and asked that any question be sent through the Clerk following the meeting.

**8. Decision required - Portishead Walking and Cycling Map update and re-print**

- a. NSC has offered to match-fund minimal updates and reprint of the Portishead map from the Communities Active Travel grant fund. Costs are dependent on the level of changes but are likely to cost £2-5,000.
- b. Decisions required:
  - i. Does the Committee agree to this expenditure?
  - ii. Any volunteers to review the map and suggest minimal updates
- c. Councillor Mason: First produced in March 2019 by the last administration and she was involved with this. There are probably more defibs around the town now but the map will be everchanging and there is quite a lot of work involved in updating the map. Recommendation: Members form a working party and ask for help from the volunteers working on the Neighbourhood Plan as they will probably already have some of this information to hand.
- d. Councillor Davey: some boxes remaining, which can be used up.
- e. Councillor Slatter: is it still needed? Councillor Bull: what numbers will be printed?
- f. Proposal approved: Councillors Mason, Aldridge, Davey to review maps and bring back to July Committee. Clerk to liaise with NSC. Councillor Mason seconded, all Councillors agreed.

## 9. Decision required – Annual tree inspection

- a. Decisions required:
  - i. The Committee were asked to consider contracting a tree inspection.
  - ii. If the inspection was agreed, the Committee was to be asked to agree expenditure.
- b. The Arboriculturist completed tree inspections:
  - i. He first completed an initial inspection of trees on Town Council property in 2016. This identified trees that required a re-inspection 2 years later in 2018.
  - ii. Extensive work to the trees was undertaken in 2016, following that inspection.
  - iii. The last four-yearly tree inspection was June 2020 and again, some trees (including the one at Heavens Field) were earmarked for reinspection in 2022.
  - iv. The next full inspection is therefore not due until June 2024.
  - v. In his opinion PTC has a robust tree Risk Assessment strategy which is in line with Health & Safety Executive recommendations and similar to that of NSC.
  - vi. In his professional opinion he would not recommend a further full interim inspection.
  - vii. However, he offered to look at the tree at Heavens Field and shared the opinion of NSC's Tree Officer.
  - viii. He suggested a couple of links about the management and assessing of trees:
    1. National Tree Safety Group (NTSG) documents.  
<https://ntsgroup.org.uk/>
    2. North Somerset's Tree Risk Management Plan <https://www.n-somerset.gov.uk/my-services/libraries-leisure-open-spaces/parks-countryside/trees/our-trees>
- c. Councillor Temple: mentioned the tree in North West Allotments. The Chair stated there are no issues with that tree.
- d. Proposal approved: Book an inspection for 2022. Councillor Mason seconded and all agreed.

## 10. Decision required - North West Village Car Park light

- a. Decisions required:
  - i. The Committee were asked to select a security light for this car park and agree the expenditure.
- b. All the quotes received had been passed to Mr Parry (resident) as per last Committee recommendation.
- c. Chairman: Change wording path not car park on the minutes.
- d. Chairman: Quotes received were £1,469; £12,350; and £2,030 inc VAT. However, further information is required and PTC may need NSC permission to do the work including writing to nearby residents to explain.
- e. Proposal approved: PTC Officers to investigate the matter further to confirm the quotes and suitable product and discuss with NSC.  
To delegate responsibility to PTC Office to procure a suitable solution up to a cost of £2,100 ex VAT.  
Councillor Gardener seconded, all Councillors agreed.

## 11. Decision required - Portishead Football Club ground clearance support

- a. Decisions required:
  - i. The Committee was asked to agree expenditure to match-fund costs to clear an area leased by Portishead Football Club.
- b. Chairman: At the April Committee a resident raised the issue of rubbish and fallen / overgrown trees which needed clearing. The Chairman met resident at the time and ascertained that some debris appeared to be from a resident and some general waste.

- c. Proposal approved: as the landowner, for PTC to contribute £250 (half the cost to remove rubbish). Councillor Gardener seconded, all Councillors agreed.

## **12. Decision required – Heavens Field / Mead Road Play Parks upgrade update**

- a. Decision required:
  - i. The Committee was asked to agree a process to manage the project upgrade. A report and recommendations will be brought to the July Committee meeting.
- b. Chairman: This was discussed last year, but action delayed by COVID-19.
- c. Proposal approved: Form a working party to look at upgrade options. Councillors Aldridge, Davey and Temple offered to join. Suggestion also to garner views of young people as to what is required, perhaps through the Youth Centre and Schools. PTC Office team will also attend. The Working Party will report results of small consultation to August Committee. Councillor Mason seconded, all Councillors agreed.

## **13. Discussion – Portishead Youth Centre Grant**

- a. Chairman: apologised that as this was a late item, no report was available in advance.
- b. The Youth Centre was previously awarded £9,999 grant.
- c. The PTC grants covers admin and other revenue costs, where most other funding organisations do not provide funding for these areas.
- d. The work is vitally important particularly over the last 12 months and in the near future..
- e. The follow-on request has been received for £25,001
- f. PTC had budgeted £35,000 for youth services, which could be used to fund the grant.
- g. Proposal Approved: to grant a further £15,001 to be paid by the end of May 2021. Plus a further grant payment of £5,000 to offset additional costs and income lost through COVID-19. Councillor Gardener seconded, all Councillors agreed.

## **14. New agenda item: Horticultural Society new grant application**

- a. Chairman:
- b. An application was previously rejected by the Grants Working Party due to COVID-19 uncertainty for the event.
- c. The Chairman and Councillor Bull met a Society member and learnt that an event is planned for 2021 (subject to COVID-19) and will have restrictions. The total cost of event will be £30,000.
- d. The event has struggled to raise income over the last year.
- e. The Grant Working Party recommended approval of the grant, subject to if the event is cancelled, the grant will be returned to PTC to be used elsewhere.
- f. Proposal approved: to offer a £5,000 grant subject to if the event is cancelled, the grant will be returned to PTC to be used elsewhere. Councillor Goddard gave a declaration of interest and abstained from the vote. Councillor Gardener seconded, all other Councillors agreed.

## **15. Decision: To approve the minutes of the previous Committee meeting held on 22 April 2021**

- a. Councillor Gardener seconded, all Councillor agreed
- b. The Chairman thanked the Assistant Clerk for previously clerking for the Committee.

## **16. Date of the next meeting: 10 Jun 2021 (subject to Annual Town Council meeting schedule approval)**