



PORTISHEAD TOWN COUNCIL

THE FOLK HALL, 95 HIGH STREET, PORTISHEAD, BS20 6PR
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NOTICE and SUMMONS to COMMUNITY MATTERS COMMITTEE MEETING on WEDNESDAY 12 August 2020 at 7.30pm

TO: Members of the Community Matters Committee

All Members of the Community Matters Committee are summoned to a meeting of the Committee to be held at **7.30pm on Wednesday 13th August 2020**. The meeting will be held remotely by video and audio conference using Microsoft Teams and is open to the public to attend remotely.

The public internet link to join the meeting is available in electronic copies of this Agenda, that can be downloaded from the [News & Events Page](#) of the Portishead Town Council website at www.portishead.gov.uk. On the News & Events page click on the meeting date in the calendar to access the details of the meeting, a copy of the Agenda and the joining link.

[Join Microsoft Teams Meeting](#) (*click this link to join via the internet*)

You can also participate by telephone using the phone number and conference ID below:

[+44 20 3787 4879](tel:+442037874879) United Kingdom, London (Toll) - Conference ID: 157 035 370#

Further instructions on how to join and participate in the remote meeting are also available on the news & events page for the meeting and at the end of this agenda.

Please join 5 minutes prior to the start to enable technical issues to be dealt with.

There will be a Public Participation session at the start of the meeting where comments can be made on Agenda items. After this point public participation may be muted to enable the efficient running of the meeting. We would ask that questions be emailed to clerk@portishead.gov.uk in advance of the meeting so

The meeting will be recorded (audio and video) and the recording made available with the minutes of the meeting on the town council website.

All participants should mute microphones when not talking to enable the efficient running of the meeting.

By order of:

M Salisbury

M Salisbury | Town Clerk | Clerk@portishead.gov.uk

31st July 2020

This remote meeting will be recorded

AGENDA

1. Apologies for absence

To receive and accept apologies for absence.

2. To receive any declarations of interest and any requests for dispensations

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by Portishead Town Council's Code of Conduct, Standing Orders and the Localism Act 2011.

3. Public Participation

In accordance with Standing Orders, members of the public may make representations, ask questions and give evidence in respect of any items of business included in the Agenda. Each person will be limited to four minutes. This section of the meeting will not exceed thirty minutes. Where possible those wishing to ask questions are requested to email them to clerk@portishead.gov.uk in advance of the meeting.

To ensure the orderly running of the remote meeting, public participation to speak after this point may be muted.

4. Confirmation of the minutes of the last meeting

It is proposed that the minutes of the Community Matters Committee held on 8th June 2020 are approved as a correct record of the meeting and signed by the Chairman.

5. To receive reports from Community Groups

There are none.

6. To receive the Chairman's report

A receive a verbal update in respect of the follow matters:

- Merlin Park repair & improvement
- Youth centre damage to fence – insurance claim
- Litter bins installed at the marina & bin audit
- No-cycling signs on Gordano School & High Street pavements

7. Grant Applications – *for decision*

To receive reports from the grants working party and decide in respect of grant applications from:

- a. Great Western Air Ambulance Charity
- b. Lions Club of Portishead

8. Gertie Gales Tree Works – *for decision*

To complete the last section of boundary tree and hedge work at Gertie Gales Allotment, quotes (exclusive of VAT) have been received from the following contractors A £11,200, B £4,290 and C £2,000.

It is proposed to accept the quote from Contractor C of £2,000 (ex VAT) and proceed with this work in October after the bird nesting season.

9. Community Hall Refurbishment Project – for decision

To receive a schedule of approved and quoted costs in respect of the Community Hall refurbishment project. To consider the following additional items for approval that would take the total project expenditure to date to £16,375 of a total budget of £18,000.

New FH Projector & sound system service – internet price checked	£1,750
LED lighting replacement of main Folk Hall Lights, one quote obtained	£1,500
Picture boards for Folk Hall timeline display - additional cost	£110
Recovering of 32 Folk Hall chairs and relocate to NWH	£768
TV display for Reynolds Room, cost estimate not to exceed	£500
Microwaves for kitchens in the 3 halls	£150
RBH replacement of oven, internet competitive quote	£274
Total of quoted items	£5,052
Items already approved	<u>£11,323</u>
Total proposed cost, to date	<u>£16,375</u>
Total Community Hub/Hall budget	£18,000

To consider and approve all or some of the above items of expenditure.

To note and to thank the Gordano Society for their generous contribution of the heritage table glass top.

10. Merlin Skate Park Repair & Improvement works – for decision

A quotation is being obtained from the NSC contractor for the replacement and extension of skate park tarmac area, the removal and relocation of the entry barriers, also to ensure they are DDA compliant at the entrance point. The cost of the work is to not exceed £5,500 exclusive of VAT.

It is proposed to commission this work at a cost not to exceed £5,500 at the earliest opportunity. Access to s106 and CIL moneys to fund all or part of the work will continue to be explored with NSC.

11. Youth Centre New Taps – for decision

The youth centre has requested the replacement of 6 toilet taps with automated self-closing taps to save water wastage and improve hygiene as part of its Covid measures. The estimate cost of purchase and fitting of 6 self-closing button push or sensor taps being c£700. The cost of this building improvement to be met from the Earmarked Reserve.

It is proposed to install 6 self-closing water efficient taps at Portishead Youth Centre at a cost not to exceed £700 (ex VAT).

12. Date of the next meeting – for information

The next scheduled Community Matters meeting is Wednesday 9th September 2020 at 7.30pm.