



# 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 9 September 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 9<sup>th</sup> September 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](http://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: 792 769 963#

**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](mailto: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](mailto:Clerk@portishead.gov.uk)

4th September 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](mailto: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 12<sup>th</sup> August 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:

- XMAS Lights & events update
- No-cycling signs at Gordano School
- Skate Parks update (Merlin Park & Lake Grounds)

**7. Grant Applications – *for decision***

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

- a. Wellspring Counselling Charity
- b. Enjoy Church – Food Bank Project

**8. Merlin Skate Park Surface Refurbishment – *for decision***

To receive a report in respect of ground works to the Merlin Skate Park.

**It is proposed to commission this work at a cost not to exceed £5,000 at the earliest opportunity.**

**9. Lake Grounds Skate Park – for decision**

To receive a letter from the Portishead WASP (Wheels & Stake Park) CIC requesting financial support of £10,000 for design and enabling works in connection with the planned skate and wheels park at the Lake Grounds.

The 2020-21 budget approved in January 2020 included the provision of £10,000 to ensure primer funding to kickstart NSC action and ensure that PTC has a strong voice in decision making. The lake grounds being under the ownership of NSC.

This is preliminary enabling work, in respect of design, planning and legal structure required to progress the project that has the support of PTC. The legal and management structure of the project has yet to be decided and this will need to be considered with NSC to ensure construction and operation of the facility is sustainable in the long term. A possible option is for PTC to construct and own the park (as it does for Merlin Park) and to appoint WASP or other groups to manage and maintain. At this preliminary stage, it may be more appropriate for PTC to commission the enabling work with the assistance and support of WASP, given PTCs stronger financial position and project resources, pending a decision on the final legal structure for the construction and operation of the park. Consequently, it is proposed that PTC should directly commission, contract and pay for the enabling works to a maximum of £10,000 (excl VAT).

**It is proposed to work jointly with the WASP group to progress the construction of the skate park, with PTC directing commissioning, contracting and paying for enabling works (that will be agreed with the WASP group) up to a maximum of £10,000 (excl VAT) of expenditure.**

**10. Date of the next meeting – for information**

The next Community Matters meeting is Wednesday 14<sup>th</sup> October 2020 at 7.30pm.