

## Portishead Town Council Summons & Notice: Community Matters Committee 19.30 Thursday 14th October 2021



The Folk Hall, 95 High Street, Portishead, BS20 6PR Tel: 01275 847078 [www.portishead.gov.uk](http://www.portishead.gov.uk)

- This meeting will be recorded and published with a link from the Council website, except where there are confidential or exempt items, which may need to be considered in the absence of the press and public
- This will be a hybrid meeting
- To attend in person:
  - Residents are welcome to join the meeting in person at the Folk Hall, Portishead
  - Please either book in advance by emailing [office@portishead.gov.uk](mailto:office@portishead.gov.uk) or scan the QR code when you enter the Hall
  - All attendees must wear masks when inside the building, except when speaking in the meeting.
  - We have taken these measures to protect all of us, so please respect them.
- To attend via Zoom: Meeting ID: 976 9564 3263 Passcode: 004695
  - Link: <https://zoom.us/j/97695643263?pwd=ejNUVENCU1I2QW02dGhMVGy4dWdrQT09>
  - Dial in from your phone: 0330 088 5830 (national call rate)

### Agenda

- 1. Apologies for absence** (Town Clerk)
- 2. Declaration of Councillors' interests and requests for dispensations** (Chair - Councillor Ben Aldridge)
- 3. Chair's verbal report:**
  - a. Heavens Field land disposal update
  - b. Call for Christmas Lights and Victorian Fair volunteers
- 4. Public participation relating to meeting agenda items** if you would prefer to submit questions in advance, please email [clerk@portishead.gov.uk](mailto:clerk@portishead.gov.uk)
- 5. Decision item:** To propose a delivery partnership for the Portishead Wheels & Skate Park project (Vice Chair - Councillor Paul Gardner):
  - a. The agenda item will also include a verbal update
  - b. The Community Matters Committee delegated authority to the Clerk and Councillor Paul Gardner to investigate and recommend delivery options for this project in September 2021
  - c. Further recommendation following the review:
    - i. To delegate authority to the Clerk and Councillor Paul Gardner to propose a partnership agreement for Portishead Town Council with Portishead Wheels & Skate Park Group and other key stakeholders to support project delivery
    - ii. If the proposal is accepted by partners; to also delegate authority to agree terms and create the agreement to be signed by the Clerk and the Council Chairman
    - iii. The proposed agreement would include contribution of Council staff time and expertise
    - iv. Any further Council contributions will be brought to a future Committee meeting.
  - d. **Vote on the recommendation**
- 6. Decision item:** Recommendation to pay an additional £100 towards the Street Steel Art (formerly known as the Sheep Pen) (Councillor Janet Davey):
  - a. The agenda item will also include a verbal update
  - b. This project was approved at the Community Matters December 2020 Committee meeting with an initial budget of £1,500 ex VAT
  - c. The project is to commission a design to create and install a decorative attachment to the existing scaffolding around the tree roots outside Carey's shop
  - d. The 1<sup>st</sup> draft designs are included with this agenda (these may be further adapted by the artist)
  - e. The supplier was selected via a public competition and is now working on the project.
  - f. The extra cost is for an enhanced design
  - g. **Vote on the recommendation**
- 7. Decision item:** Recommendation to consider awarding a community grant as recommended by the Grants Working Party (Chair):

- a. Portishead Lions Club:**
- i. Application for £2,000 (50% of total costs)
  - ii. Purpose: Support for a prostrate event on 26th March 2022 at Somerset Hall, delivered in conjunction with Somerset Prostrate Support Association and supported by the Graham Fulford Charitable Trust
  - iii. Like many organisations, income streams have been affected by COVID-19
  - iv. Tests will be available for any males over 40 years' old (generally NHS tests are only available for men who are symptomatic)
- b. Vote on the recommendation**

**8. Information item:** North Somerset Council grant funding application for accessible toilets at the Lake Grounds (Vice Chair verbal update)

- 9. Information item:** Artwork at the entrance to The Old Bakehouse Courtyard (Councillor Janet Davey verbal update):
- a. A £1,600 grant was awarded to The Old Bakehouse group of retailers at the December 2020 Community Matters Committee towards the artwork at the entrance
  - b. Councillor Davey will provide a verbal update on the project

- 10. Information item:** Portbury Wharf Notice Board refurbishment and installation (Vice Chair verbal update):
- a. The Council refurbished a redundant notice board to be installed on the Portbury Wharf footpath for The Friends of Portbury Wharf to post information and events
  - b. The total cost will be £400

**11. Information item:** Weston Big Wood event feedback (Vice Chair verbal update)

- 12. Decision item:** Proposed Road closures of St Mary's Road:
- a. North Somerset Council has recommended that a utility contractor consults with the Council before submitting a road closure application for works during November 2021 and January 2022
  - b. Recommendation to delegate authority to Committee members to submit a response to the consultation by the 15<sup>th</sup> October 2021.
  - c. **Vote on the recommendation**

- 13. Approval items:** Financial items to receive and to note the notifications (Chair):
- a. Internal Auditor report for Financial Year 2021-22 and note the observations
  - b. Interim External Auditor Report and Certificate for Financial Year 2020-21
  - c. the period of Public Rights will commence on 23rd September 2021 for 30 working days
  - d. All documents are included with the agenda

- 14. Decision item:** Recommendation to approve funds to possibly contract a licensed company to place cones and signs in the highway for the Remembrance Parade
- a. This contract will only be required if a licensed volunteer cannot be found
  - b. Maximum cost £250
  - c. **Vote on the recommendation**

**15. Approval item:** Minutes of the last meeting from the 9<sup>th</sup> September 2021

**16. Date of the next meeting:** 11<sup>th</sup> November 2021

Julia Stuckey, Town Clerk, published 8<sup>th</sup> October 2021