

Portishead Town Council

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

www.portishead.gov.uk



Summons & Notice for the Meeting of the Town Council Wednesday 13th July 2022 at 7.30pm

Thursday 7th July 2022

To: All Members of the Council

Dear Councillor

You are hereby summoned to attend a meeting of the Portishead Town Council to be held at The Folk Hall, 95 High Street, on Wednesday 13th July 2022 at 7.30pm. The meeting will consider the agenda items set out below.

Please inform the Deputy Clerk if you are unable to attend.

Yours sincerely

S. Sherborne

S. Sherborne
Deputy Clerk

- Agenda and papers are available at www.portishead.gov.uk
- This meeting will be recorded and published with a link from the Council website, except for confidential or exempt items, which may need to be considered in the absence of the press and public
- To attend in person:
 - Residents are welcome to join the meeting in person at the Folk Hall, Portishead
 - Please book in advance by emailing enquiries@portishead.gov.uk
 - Those attending the meeting are welcome to continue to wear face masks.
 - To attend via Zoom:
Meeting ID: 967 8324 3207
Passcode: 919652
Join Zoom Meeting
<https://zoom.us/j/96783243207?pwd=TDhKNTIkZzBHOVBKUGJaV0tpQWI0UT09>
 - Dial in from your phone: 0131 460 1196 (national call rate)

Agenda:

1. Chairmans Welcome: (Chairman)

2. Apologies for absence: (Town Clerk)

To receive, and consider for acceptance, apologies for absence. (LGA1972 s85)

3. Declaration of Councillors' interests and requests for dispensations: (Chairman)

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

4. Chairman's update report:

To receive a verbal update from the Chairman on the following matters:

- By-election Thursday 21 July 2022
- Portishead in Bloom judging
- Community Fayre

5. North Somerset Councillors' reports:

To receive a verbal update from North Somerset Councillors

6. Public participation relating to meeting agenda items if you would prefer to submit questions in advance, please email deputyclerk@portishead.gov.uk

7. Presentation from external organisation:

To receive a verbal presentation from Mr Bill Shier on the Lighthouse Trust and Black Nore Lighthouse

8. Finance: (Councillor Robert Bull)

8.1 To receive and approve the list of payments made in June 2022 – Unity Trust Bank and Lloyds Bank – attached

8.2 To receive and approve the Bank reconciliation statements for June 2022 – Unity Trust Bank and Lloyds Bank - attached

8.3 To receive and consider the summary and detailed Income & Expenditure statements for June 2022 - attached

Recommendation:

That the Council approves:

The list of payments, reconciliation statement, summary income & expenditure statements.

9. Portishead Neighbourhood Plan:

Following completion of the statutory Regulation 14 consultation process, Portishead Town Council and the Portishead Neighbourhood Plan steering group, supported by Place Studio planning consultants have reviewed the feedback received from residents and other contributors to create a revised final version of the Portishead Neighbourhood Plan.

Analysis of the feedback received has resulted in changes to some of the draft Policies together with minor changes to tidy up the previous draft. The proposed changes have been agreed by the Neighbourhood Plan Steering group. As the Neighbourhood Plan Qualifying Body, the Town Council is requested to formally approve the Plan and submit it to North Somerset Council. The Regulation 14 Plan version can be found via this link:

<https://portisheadplanconsult.commonplace.is/en-GB/proposals/plan-documents/step1>

The proposed changes are enclosed in the papers for this meeting (#9).

Recommendation:

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

10. Bus Services:

Further to a series of community meetings facilitated by the Town Council, Portishead residents had the opportunity to discuss the towns bus services with the bus service

providers, the local authority (North Somerset Council) and Town Council. As a result, it is proposed that the Town Council writes 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.

Recommendation:

The Town Council to make 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.

11. Parish Councils Airport Association (PCAA) Subscription:

The Town Council has been invited to join the PCAA. This is a group of elected representatives (28 parishes and 1 town) to represent local community interests with regard to Bristol Airport. It covers Sedgemoor district, Bath and North East Somerset and North Somerset. The current subscription is £75.00 (seventy-five pounds) and meetings are held in the Felton village hall in January, March, June and September. A copy of the PCAA's Aims and Objectives is attached.

Recommendation:

To approve the Town Council's application for membership at an annual cost of £75.00 and to nominate a Councillor to be the appointed Town Council representative.

12. Parish Residents Event

Following the success of this year's Jubilee event that the Town Council organised and funded for residents at the Portishead Flower Show Field, members will be asked to consider agreeing to a similar event to take place next year. This will again include offering local businesses the opportunity to promote their business as well as live music and entertainment. It is estimated that the cost of this project will be in the region of £15,000 (fifteen thousand pounds).

Recommendation:

To approve organising, funding up to £15,000 (fifteen thousand pounds) in its 2023 budget, a parish event to take place in Portishead for Portishead residents in 2023.

13. Grant Application - Fairtrade - £618.75

An application from Fairtrade Portishead has been received to support the purchase of promotional kit and display equipment, including a pop-up gazebo and folding exhibition panels, sign and banners. The Grants Working Party recommends approval of the grant in full.

Recommendation

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

14. Portishead Town Football Club (PTFC) – All-weather pitch:

PTFC 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 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 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.

Recommendation:

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;
- 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

15. Date of the next meeting:

Wednesday 14th September 2022

16. 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.

Recommendation:

That Councillors agree to exclude the public and press.

17. Hub Facilitator Post Salary:

To receive and consider the attached confidential report relating to the pay scale for this post.

18. Communications (Media and Publicity) Apprenticeship Post

To receive and consider the attached confidential report relating to the engagement with Weston College for the apprenticeship post.

19. Appointment of Town Clerk:

To receive and consider the attached confidential report providing a recruitment update of the new Town Clerk.

20. Interim Town Clerk arrangements:

To receive and consider the attached 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.

21. Brackenwood Land Sale:

To receive additional confidential information and detail regarding the land known as Brackenwood.