

**MINUTES OF PORTISHEAD TOWN COUNCIL
RECREATION AND WORKS COMMITTEE MEETING
31st AUGUST 2016 7.30PM**

- PRESENT:-** Councillor R. Cruse - in the Chair
- Councillors: - Cameron, Clark, Cottrell, M. Cruse, Huffadine-Cooper, Lord, Mason, Mitchell & Terry
- Staff: - Jo Duffy – Clerk to the Council
- Public: - There was 3 member of the public in attendance and one member of the press.

Councillor Cottrell opened the meeting and advised that due to Cllr. Oyns absence she was proposing that Cllr. R. Cruse chairs the meeting. Cllr. Lord seconded the proposal, a vote was taken with all in favour.

RW1608 DECLARATIONS OF INTEREST (Agenda item .1)

There were two declarations of interest recorded in the Declarations of Interest Register.

Cllr. Lord declared a personal interest in agenda item .6 if the Youth Centre is discussed as she is a Trustee.

Cllr. Lord declared a personal interest in agenda item .9 as a resident of the Lake Grounds.

APOLOGIES (Agenda item .2)

Councillors: - Burden, Oyns, Koops & Pasley

RW1609 PUBLIC PARTICIPATION (Agenda item .3)

There were 3 member of the public in attendance who wished to address the meeting:-

- Mr. Geoff Hardman spoke about the Play Area inspection report for Merlin Park and queried why it was deemed to be high risk?

Cllr. R. Cruse advised that the Clerk will be giving an explanation when the matter is discussed under agenda item .6.

Mr Hardman raised a number of issues with the S.106 report.

The Clerk confirmed that North Somerset Council has supplied the S.106 document to the Town Council for information.

- Mrs. Ann Townsend raised a number of issues about Portishead Golf Course including, the proposed signage for the footpaths, the unlocking of the pedestrian gate opposite Raleigh Rise and an article that appeared in the North Somerset Times. She asked what is North Somerset Council (NSC) doing about these issues and why are the public being misled?”

Cllr Cameron asked Mrs. Townsend whether she had made any enquires with NSC? And whether she had received any reply.

Mrs Townsend confirmed that she had made enquiries with NSC but has received no reply.

- Mrs Annette Hennessy spoke about the bench that used to be on the steps on the public right of way at Pier Road and an attack that the police are investigating at that location. She asked the Town Council to support the reinstatement of the bench. She asked how the public would be consulted about S.106 agreements and commented that the monies from the Ashlands development was not for a slipway. Mrs. Hennessy suggested the Town Council speaks to NSC’s Russ Currie about the Precinct and finally commented on skate parks.

These minutes summarise what was said during public participation and were views expressed by the speaker named, not the Town Council. The Council cannot be held responsible for checking the accuracy of statements made by the public.

RW1610 TO RECEIVE AN UPDATE ON THE TOWN ORDERLY (Agenda item 4.)

The Clerk informed the meeting that the gentleman who is interested in the role has been away on holiday. She has written to him and confirmed that the Council would like to invite him to meet with Cllrs Oyns and Lord. She is waiting to hear back from Cllr. Oyns about his availability to meet with the candidate. She is hopeful that a meeting can be arranged prior to the next Town Council.

The Clerk suggested that a reserve councillor is sought if arrangements cannot be made prior to Cllr. Lords holiday. Cllr. Mason offered to be a substitute.

RW1611 TO RECEIVE AN UPDATE ON THE TOWN COUNCIL WEBSITE (Agenda item .5)

The Clerk explained that Cllrs. Cottrell and Koops and she met with Net-Digital on the 11th August. Net-Digital have completed the “wire frames”. She explained that “wire frames” are a page schematic or screen blueprint, and a visual guide that represents the skeletal framework of a website. They are all very pleased with the initial results and the designers and programmers are continuing to work on the site. The designers are sending functional visuals on a weekly basis, which the councillors are critiquing. The next update meeting is on the 22nd September.

RW1612 TO REVIEW ANNUAL PLAY AREA SAFETY INSPECTION REPORT 2016 (Agenda item .6)

The Clerk informed the meeting that GB Sport and Leisure annually commissions an inspection of all the Town Council’s play areas. This year the inspection was carried out by RoSPA. Work identified on the MUGA at the Youth Centre has been completed. Weed killing at various sites has been programmed for September once the schools return.

There was concern over the risk levels identified at Merlin Park with regard to the Skate Park equipment. Although the level of risk has been categorised as Medium or High there are no identified risks that needs actioning. Further advice was sought regarding the report and the Clerk was advised that due to the nature of the equipment’s use, RoSPA will automatically assess skate park ramps etc. as medium risk even if brand new. Therefore no remedial work is required at Merlin Park and the equipment will continue to be inspected on a weekly basis.

Cllr. Lord ask why all the equipment at the Lake Grounds were rated low and yet the overall rating for the Lake Grounds is deemed to be “Medium”. The Clerk will investigate this anomaly.

The Clerk was asked to report back on the status of the faulty Hip Hop located at the Lake Grounds.

RECOMMENDATION that:

The Clerk will provide updates on the risk assessment ratings and the faulty Hip Hop at the next Town Council meeting.

Clerks Note: The overall rating for a site is based on the highest risk identified at each site.

Proludic have advised that they are awaiting delivery of the replacement part for the hip hop. An engineer has been booked for the installation. They have apologised for the delay which has been caused by the summer factory shutdown.

RW1613 TO APPROVE A QUOTE FOR HEALTH AND SAFETY WORK AT THE THREE COUNCIL HALLS (Agenda item .7)

Cllr. Lord proposed that Portishead Town Council approves the quote from J. Bale Bespoke Woodwork to supply and fit replacement kitchen and storage room double doors at Redcliffe Bay Hall (to include painting and door furniture), refurbish door cills at the Folk hall and fit intumescent strips at North Weston Hall at a total cost of £1,085. Cllr. Mason seconded the proposal. A vote was taken with all in favour.

RECOMMENDATION that:

Portishead Town Council approves the quote from J. Bale Bespoke Woodwork to supply and fit replacement kitchen and storage room double doors at Redcliffe Bay Hall (to include painting and door furniture), refurbish door cills at the Folk hall and fit intumescent strips at North Weston Hall at a total cost of £1,085.

RW1614 TO RECEIVE A VERBAL REPORT FROM THE MARINA SLIPWAY MEETING (Agenda item .8)

Cllr. R. Cruse reported to the meeting that each year there is a meeting with Portishead Yacht and Sailing Club, Portishead Cruising Club, Port Marine and the Town Council to discuss the allocation on winter boat storage at Parish Wharf. Cllr. R. Cruse used the opportunity of this meeting to ask the various representative a few pertinent questions. There is a slipway on the Marina next to the boat hoist. If you wish to use the slipway you have to pay. If you self-launch from the slipway its costs £23 but that also includes your locking out and in of the Marina. If you have a tractor it is £31.50 and you have to pay in addition fee for the locking out and in. Cllr. R. Cruse enquired about the agreement vesting the right to use the water near the Mirage Building and Port Marine and the Yacht & Sailing Club work together so this area can be used. The launching area is used 10 times a year when the tide is sufficiently high enough to create a maximum level of water in the marina. In March every year Port Marine supply a list of dates to the Yacht and Sailing Club indicating the high tide dates.

Cllr. R. Cruse explained that she was reliably informed that the Senior Manager at Port Marine was contacted by Charles Murphy of Portishead Yacht and Sailing Club about the likelihood of having a slipway in the Marina allowing them to launch more frequently. Subsequently they have jointly been in touch with NSC and the three bodies are now working together to try and find a solution to the situation. Once a solution has been found the three parties will contact the Town Council. With this knowledge the Town Council's working party has met and proposed that the Town Council will wait until they hear from the three bodies and will not interfere at this stage.

Cllr. Terry said that the Town Council should remain aware that there is s.106 funding for the Marina, for a project. This has yet to come to fruition. He reminded the meeting that the purpose and direction of s.106 monies can be changed by agreement with the developers.

RECOMMENDATION that:

The Marina Slipway should be added to the Recreation & Works agenda for the foreseeable future.

RW1615 TO DISCUSS A WHEELS PARK – CLLR. TERRY (Agenda item .9)

Cllr. Terry said that he has not discussed the pitch and putt site at the Lake Grounds with the NSC Executive. He felt that the Town Council should look at the potential opportunities this land could offer and ask NSC if they would be prepared to discuss this with them. The Town Council should have no expectations and remain open minded about what the skate park project.

Cllr. Cottrell said that she has no objection to Cllr. Terry's suggestion. However she has been told by NSC that the land in question is leased as part of the café concession, and therefore until the lease comes to its end it is not available.

Cllr. Lord said that residents of Portishead pay for the maintenance of the Lake Grounds via Special Expenses.

Cllr. Mason asked if anyone has knowledge of the expiry date for the café lease and went on to support Cllr. Terry's suggestion along with Cllr. Huffadine-Cooper.

Clerks Note: The café lease is due to expire in 2019 according to NSC.

Cllr. M. Cruse suggested that the Town Council should establish NSC position on the land before it takes the matter any further. Cllr. Cameron agreed with this view.

Cllr. Lord proposed that Portishead Town Council formally writes a letter to North Somerset Council asking them what the legal position on the land at the Lake Grounds is. Cllr. Cottrell seconded the proposal. A vote was taken with all in favour.

RECOMMENDATION that:

Portishead Town Council formally writes a letter to North Somerset Council asking them what the legal position on the land at the Lake Grounds is.

RW1616 TO DISCUSS AGENDA ITEMS FOR THE MEETING WITH ELONEX (Agenda item .10)

Items discussed for inclusion on the Elonex meeting agenda include:-

- What is the product and what are its benefits?
- What are the costs?

- What are the likely levels of revenue (examples of similar sized Towns, if available)?
- What are the risks?
- What is the contractual period and are there any break clauses?
- Where could/should they be located?

The Clerk is to establish current locations of Elonex advertising terminals and advise the members of their locations which will enable them to visit them if they wish.

RECOMMENDATION that:

The Clerk will inform Elonex of the agenda items to be discussed at the meeting scheduled for the 28th September.

RW1617 TO RECEIVE A COPY OF PORTISHEAD AREA S106 CONTRIBUTIONS AS PROVIDED BY NORTH SOMERSET COUNCIL DATED 20/07/2016 (Agenda item .11)

Cllr. R. Cruse suggested that members forward their questions on the S.106 report to the Clerk and she will direct them to the relevant officers at NSC for a response.

Cllr. Lord asked if the Council has been made aware of the final proposals for Cabstand improvements. Cllr. Cottrell explained that she has attended a meeting with officers from NSC and they confirm that there are no dramatic alterations to the proposals. The final plan is being put together and NSC will provide the Town Council with a copy. Cllr. Cottrell confirmed that the plan is marked with pedestrian crossings across Wyndham Way. The work will take place in March 2017 and is likely to take 4 weeks.

RECOMMENDATION that:

Members forward their questions on the S.106 report to the Clerk, and she will direct those queries to the relevant officers at NSC in order for them to respond.

RW1618 HEAVEN'S FIELD – UPDATE (Agenda item 12)

There was nothing to report.

RW1619 ITEMS FOR NEXT MEETING (Agenda .13)

1. Marina Slipway

There being no other business, the Chairman closed the meeting at 8.26pm.