



This was a hybrid meeting

Committee Members:

- Councillor Ben Aldridge (Chair)
- Councillor Paul Gardner (Vice Chair)
- Councillor Caroline Goddard
- Councillor Janet Davey
- Councillor Patricia Sterndale
- Councillor Polly Shepperdson
- Councillor Sue Mason
- Councillor Tina Mason

CM2260: Apologies

- Councillor Ben Aldridge (Chair)

CM2261: Committee Members present

- Councillor Paul Gardner (Vice Chair) – chaired the meeting
- Councillor Caroline Goddard (online)
- Councillor Janet Davey
- Councillor Patricia Sterndale
- Councillor Sue Mason
- Councillor Tina Mason (online)

CM2262: Other Councillors present

- Councillor Bob Bull (online)
- Councillor Tanya Slatter (online)

CM2263: Resident's present

- 3 (for part of the meeting)

CM2264: Declaration of Councillors' interests and requests for dispensations (Vice Chair – Councillor Paul Gardner)

- Councillor Goddard later declared a personal interest in item CM2274

CM2265: Vice Chair's verbal report

- Heavens Field land disposal update:
 - There has been a slight delay with the legal proceedings, the Clerk is pushing for this project to be finalised.
- There is a call for volunteers to help with Christmas Lights and the Victorian Fair, please contact the organisers if you can help.

CM2266: Public participation relating to meeting agenda items

- Mr Milson from the Gordano Society:
 - Raised some concerns about the Heritage Centre displays and asked if the Council supports the Heritage Centre
 - Councillor Gardner: assured Mr Milson that the Council fully supports the collection. The mixed use of the building presents some challenges. Councillor Gardner offered to meet Mr Milson to discuss any concerns.

CM2267: Decision item: To propose a delivery partnership for the Portishead Wheels & Skate Park project (Vice Chair):

- This agenda item included a presentation outlining the proposed process.
- 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, this is the proposal.
- The proposal is to draft a formal agreement with key partners and Portishead Town Council, outlining roles and responsibilities.
- The Town Clerk and Vice Chair met members of the WASP community group to discuss the proposal, and in principle they were amenable.
- Suggested next step is to define the partnership with a written agreement, then investigate the possibility of the Council becoming the leaseholder of the site.
- The Council can provide support with regulatory requirements and project management support.
- The WASP community group has commissioned a topographical survey for the site and community consultation is underway.
- **Councillor discussion:**

- Councillor Sue Mason: Previously the Council agreed to offer seed funding for the project, then leave the community group to develop the site, because then it was felt the Council would not be able to obtain grants.
 - Vice Chair: In speaking to Maverick (WASP's preferred construction partners and skate park development experts), many areas which are developing community assets adopt the proposed model, including Clevedon, and this would not appear to be a barrier for funding applications.
- Councillor Goddard: thanked Councillor Aldridge for his work on the project.
- Councillor Slatter: passed appreciation from the WASP group for the support. Targeted consultation is planned with Gordano schoolchildren.
- Councillor Sue Mason: Requested that the agreement is brought to a future Council meeting.
- **Recommendations:**
 - To delegate authority to the Clerk and Vice Chair to propose a partnership agreement for Portishead Town Council with Portishead Wheels & Skate Park Group and other key stakeholders to support project delivery
 - 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
 - The proposed agreement would include contribution of Council staff time and expertise
 - Any further Council contributions will be brought to a future Committee meeting.
 - **Vote on the recommendation: all agreed**

CM2268: Decision item: Recommendation to pay an additional £100 towards the Street Steel Art
(Councillor Davey):

- This agenda item included some visual documents.
- This project was initially approved at the Community Matters December 2020 Committee meeting with an initial budget of £1,500 ex VAT
- This is the scaffolding surrounding the roots of the tree adjacent to the alley down to Careys building yard (formerly known as the Sheep Pen).
- The Council and North Somerset Tree Warden agreed to keep the railings and improve them in some way.
- The Council ran a competition for local artists to submit a design to make it more attractive.
- The panel: Tean Kirby, a renowned local sculpturer, Ms Johnson, owner of Muse and Councillor Davey interviewed the artists of 3 entries.
- Entries from Wahida Phillips and John Osborne were selected, and they are preparing for installation towards the end of November 21.
- Additionally, Kate Davies's designs will be adapted to become birds (representative of local species) on the branches of a tree attached to the wall beside the scaffolding.
- The Council has received the following quotes:
 - £1,000 (which includes "good will " work) from the manufacturer.
 - The 3 artists fees total £600.
- So total cost would be £1,600 ex VAT, leaving a shortfall of £100.
- **Councillor discussion:**
 - Councillor Sterndale: Thanked Councillor Davey and the artists and manufacturer. Requested that artists' names be included in the design.
- **Recommendation:**
 - To approve an additional £100 towards the Street Steel Art project
- **Vote on the recommendation: all agreed**

CM2269: Decision item: Recommendation to consider awarding a community grant as recommended by the Grants Working Group (Vice Chair):

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

CM2270: Information item: North Somerset Council grant funding application for accessible toilets at the Lake Grounds (Vice Chair):

- North Somerset Council has bid into the Changing Places Initiative (Government funding) for prefabricated accessible toilet facilities at Portishead Lake Grounds.
- If the application is successful, the Council may discuss siting and support for the project.

CM2271: Information item: Artwork at the entrance to The Old Bakehouse Courtyard (Councillor Davey):

- A £1,600 grant was awarded to The Old Bakehouse group at the December 2020 Community Matters Committee towards artwork to make the entrance more visible.
- The previous design has been reviewed as it is not possible to attach to both buildings.
- John Osborne is also designing and manufacturing this artwork.
- The group hopes to install the artwork in early 2022.
- Councillor discussion:
 - Councillor Sue Mason: This funding is allocated from the £10,000 high street enhancement budget.

CM2272: Information item: Portbury Wharf Noticeboard refurbishment and installation (Vice Chair):

- The Council refurbished a redundant noticeboard to be installed on the Portbury Wharf footpath for The Friends of Portbury Wharf to post information and events
- The total cost was £400

CM2273: Information item: Weston Big Wood event feedback (Vice Chair):

- A successful public meeting was held at Somerset Hall on 8th October 2021 as part of a campaign to protect woods and wildlife from potential development; increase public use and enjoyment and improve connections with the rest of the Gordano Valley infrastructure
- The Vice Chair thanked all speakers and attendees.
- Weston in Gordano Councillors attended, and The Rt Hon Dr Liam Fox MP is also very supportive and provided a video.
- Videos of the event and speakers are available and will be published here <http://www.savewestonbigwood.co.uk/>.
- The next steps include working with the community groups to form a steering group, and also work with neighbouring Councils and national groups and organisations.

CM2274: Decision item: Proposed Road closures of St Mary's Road (Vice Chair):

- North Somerset Council has recommended that a utility contractor consults with the Council before submitting a road closure application for works for 3 days in either November 2021 or January 2022.
- A slide was displayed for this item.
- **Councillor discussion:**
 - Councillors debated if the works would be in both November and January or just 1 period.
 - Councillor
- **Recommendation:**
 - To delegate authority to the Town Clerk to not object to the proposed road closure.
 - **Vote on the recommendation:** Councillor Goddard abstained; **all others agreed.**

CM2275: Approval items: To receive financial items and to note the notifications (Vice Chair):

- Documents were included with the agenda online:
 - Internal Auditor report for Financial Year 2021-22 and note the observations
 - Interim External Auditor Report and Certificate for Financial Year 2020-21
 - the period of Public Rights will commence on 23rd September 2021 for 30 working days
- **The Committee received and noted the documents.**

CM2276: Decision item: Recommendation to approve funds to possibly contract a licensed company to place cones and signs in the highway for the Remembrance Parade (Vice Chair):

- The Council is responsible for applying for the road closures, providing cones to prevent parking, signing the closed roads and diversion on the 14th November.
- Any highways work must be carried out by licensed practitioners.

- This contract will only be required if a licensed volunteer cannot be found
- **Councillor discussion:**
 - Councillor Tina Mason: Did the Council contract a licensed operator for the last parade?
 - Town Clerk: no, not to her knowledge but it is required.
 - Councillor Sterndale: What license is required?:
 - Town Clerk: There are several including Chapter 8
 - **Recommendation:**
 - To approve funds to possibly contract a licensed company to place cones and signs in the highway for the Remembrance Parade at an estimated cost of £250
 - **Vote on the recommendation: all agreed**

CM2277: Approval item: Minutes of the last meeting from the 9th September 2021

- The Committee received and noted the minutes.

Date of the next meeting: 11th November 2021