

Portishead Town Council Notice & Summons to Full Town Council 19.30 Wednesday 21 July



- All residents and local businesses / organisations are welcome to attend Council meetings.
- 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
- As the Government has recommended caution in this next phase of its COVID-19 response; this is a hybrid meeting with some restrictions in place.
- To attend in person:
 - Up to 25 people including councillors, council staff and members of the public can join the meeting in person at the Folk Hall, Portishead.
 - Places must be booked in advance. To book, email office@portishead.gov.uk
 - All in-person attendees must enter via the main front door and leave via the side door.
 - Face masks must be worn inside the building at all times except when addressing the meeting.
 - Refreshments will not be available and access to the toilets will be managed.
 - Chairs will be spaced out, please go straight to a seat and sit down.
 - We will let you know how to participate during that section of the meeting.
 - We have taken these measures to protect all of us, so please respect them.
 - To attend online via Zoom or phone: Meeting ID: 997 8556 1872, Passcode: 521348
 - Online: <https://zoom.us/j/99785561872?pwd=MzE3ci9SMHNZbGFLOUhdN0lwWGxjUT09>
 - Phone: 0208 080 6591 (please note this will be charged at the normal national call rate).
 - Please sign in using your full name and stay on mute unless you are asked to speak.

Agenda (Chairman: Councillor Patricia Sterndale **Meeting Clerk:** Julia Stuckey)

1. Apologies for absence (Clerk)

2. Declarations of interest and requests for dispensations (exemptions) (Chairman)

Members declare disclosable pecuniary (financial) and other interests re. items on the agenda.

3. Decision: Behaviour Policy (Chairman)

3.1 As part of an on-going review of Council Policies and Standing Orders, PTC has created a Behaviour Policy to prevent all unacceptable behaviour and encourage respectful debate.

3.2 Recommendation to approve and adopt the Behaviour Policy.

4. Questions & comments from residents (to ask questions in advance - clerk@portishead.gov.uk)

5. Information: Chairman's verbal update

6. Information: reports from North Somerset District Councillors

7. Information: Weston Big Wood update (Councillor Gardner)

8. Information: project management process update (Councillor Tina Mason)

9. Decision: Slade Road Playing Fields (Councillor Gardner)

9.1 Recommendation to consult with residents on the future of the Playing Fields.

10. Decision: Committee member voting permissions (Chairman)

10.1 As part of an on-going review of Council Policies and Standing Orders, PTC suggests amending Standing Orders; Planning Advisory Group Committee Terms of Reference; Staffing & Finance Committee Terms of Reference; and Community Matters Committee Terms of Reference to clarify that only Committee Members may vote at each of the relevant Committees.

10.2 Recommendation: to amend and adopt the amended Standing Orders and Terms of References.

11. Decision: finance reports (Councillor Bull)

11.1 Recommendation to note and approve the 2020-2021 Annual Governance & Accountability Return

11.2 Recommendation to receive and note Apr-Jun 2021 schedule of payments.

12. Decision: Citizens Advice Network grant application for £25,000 (Councillor Aldridge)

12.1 To provide generalist and specialist advice, information, and support to the residents of Portishead from 1 April 2021 to 31 March 2022.

12.2 Subject to COVID-19 restrictions and the Citizens Advice Network engagement strategy, a further grant application of up to £10,000 may be received within this financial year.

13. Decision: to approve committee meeting minutes (Chairman)

13.1 Staffing & Finance Committee 27 May 2021

13.2 Planning Advisory Group Committee 2 June 2021

13.3 Community Matters Committee 10 June 2021

13.4 Planning Advisory Group Committee 7 July 2021

13.5 Community Matters Committee 8 July 2021

14. To approve the minutes of the last ordinary meeting 19 May 2021 (Chairman)

15. Date of next meeting: 15 September 2021 (Chairman)