



Portishead Town Council

The Folk Hall, 95 High Street, Portishead, BS20 6PR Tel: 01275 847078 www.portishead.gov.uk

Summons & Notice

for the Community Matters Committee Thursday 27th October 2022 at 7.30pm

Friday 21st October 2022

To: All Members of the Portishead Town Council Community Matters Committee
Councillors Ben Aldridge (Chair), Paul Churchill (Vice-Chair), Robert Cartwright, Janet Davey, Simon Faulkner, Tanya Slatter, Patricia Sterndale, Paul Gardner.

Dear Councillor

You are summoned to a meeting of the Portishead Town Council Community Matters Committee at The Folk Hall, 95 High Street, on Thursday 27th October 2022 at 7.30pm. The meeting will consider the items set out below.

Yours sincerely

W. Coulter

Wendy Coulter
Town Clerk

- 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
 - It would be appreciated if you would continue to wear masks when walking around and standing up in the building, except when you are speaking during public participation.
- To attend via Zoom:
 - Meeting ID: 953 0020 0301
 - Passcode: 160358
 - Join Zoom Meeting
 - <https://zoom.us/j/95300200301?pwd=Rkx2eEdicHFzbzNyVXYxdE9pZnk4Zz09>
 - Phone 0203 481 5240 United Kingdom

Agenda:

1. **Chairmans Welcome** (Chairman)
2. **Apologies for absence** (Town Clerk)
3. **Declaration of Councillors' interests and requests for dispensations** (Chairman)
Members declare any disclosable pecuniary (financial) and other interests re. items on the agenda as required by the council's Code of Conduct, Standing Orders, and Localism Act 2011.
4. **To receive the Chairman's verbal update report:**
 - 4.1 Date for flagpole replacement update
 - 4.2 Wheels and Skate Park
5. **Public participation relating to meeting agenda items**
If you would prefer to submit questions in advance, please email enquiries@portishead.gov.uk
6. **Minutes of the previous meeting (Chairman):**
Members to consider and approve the Minutes of the committee meeting held on 29th September 2022 as a true record – attached.
Recommendation: for the Chairman to sign the Minutes as a true record.
7. **Grant Applications**
 - a. To consider the following grant applications:

Portishead Lions Club (£3,000)
To consider a grant application made by Portishead Lions Totalling £3,000 (three thousand pounds) to support a prostrate testing event in conjunction with Somerset Prostrate Support Association, supported by the Graham Fulford Charitable Trust, to be held at Somerset Hall on Saturday 25th March 2023. Given the success of the 2022 and 250 men tested Portishead Lions intend to repeat the event for a further 250 men in 2023.

The Grants Working Party considered and recommends approval of the application.

St Peter & St Paul Weston in Gordano PCC (£100)
To consider a grant application made by St Peter and St Paul Weston-in-Gordano Parochial Church Council Totalling £100 (one hundred pounds) towards the upkeep of the Churchyard, burial ground including its trees and boundary walls. People living in Portishead and North Weston, who have relatives buried in the Churchyard, will find it kept in good order and safe to walk on.

The Grants Working Party considered and recommends approval of the application.
 - b. **To Note:**
Payment of grant for Friends of North Weston Woods - £350 13th January 2022, minute number: CM CM2312
Friends of North Weston Woods have finally managed to open a bank account.
As the conditions of the award stated - Hall fees at North Weston must be paid for 1 year before June 2022. The Grant Awarded in January 2022 can now be paid. £350 was rolled over into the budget for 2022/2023.

8. POST OFFICE LIMITED – Port Marine – BS20 7GP

Consultation regarding the temporary closure of the above Post Office at Port Marine (BS20 7GP).

Comments are invited on the Consultation Hub via the link below:

[Consultation Hub – Port Marine – BS20 7GP](#)

Recommendation: To consider 2 Committee Members formulating a response to the Post Office Consultation to be circulated to all Committee Members for agreement. The response to be sent on behalf of the Town Council.

9. Briary Road Gym Equipment

To agree in principle to delegate authority to The Town Clerk/Deputy Clerk to draw up a Service Level Agreement to maintain gym equipment being purchased by Sovereign for Briary Road, the costs of procuring the equipment and the service provided by Portishead Town Council to be paid for by Sovereign.

Once the Service Level Agreement has been drawn up, to be brought back to Committee for final approval.

Recommendation: To agree in principle that the Town Clerk/Deputy Clerk draw up a Service Level Agreement to maintain gym equipment being purchased by Sovereign for Briary Road, the costs of procuring the equipment and the service provided by Portishead Town Council to be paid for by Sovereign.

Once the Service Level Agreement has been drawn up, to be brought back to Committee for final approval.

10. Town and Parish Council physical activity questionnaire

North Somerset Council is inviting residents, **town and parish councils**, schools and physical activity providers to help shape a new joint Physical Activity Strategy by completing a short survey.

The Council and key stakeholders are committed to improving opportunities for everyone to participate in physical activity in North Somerset and recognise the vast benefits of physical activity on physical health and mental wellbeing, in connecting and strengthening communities and the local economy. The strategy sets out priorities to improve physical activity participation, while reducing inequalities in activity levels across the area over the next three years (2023-2026).

Town and Parish Councils, schools and physical activity providers are being asked to contribute in a questionnaire specific to them.

The views provided within the consultation will help council officers to understand what residents want and see as priorities. It is planned for the strategy to be published in late 2023 once it has been considered and approved by local health and place scrutiny panels.

The Town and Parish Council questionnaire is available at <https://n-somerset.inconsult.uk/TownParish22/consultationHome> and we are asking for one representative from each Town and Parish Council to complete this.

To find out more about North Somerset's Physical Activity Strategy, visit:

www.betterhealthns.co.uk/information/pa-strategy

This work is being jointly led by the council's public health and leisure teams. The public health team delivers physical activity programmes to support residents to be physically active. Their focus is to help inactive groups and reduce inequalities in participation. For further information

about local physical activity offers and support available, visit the Better Health website www.betterhealthns.co.uk/getactive.

The leisure team focuses on the delivery of the council's Sport and Leisure Facility Strategy. This identifies the need for the provision of new facilities associated with new housing developments, community development and works closely with contractors on the continued delivery of leisure facilities across North Somerset.

Recommendation: To consider 2 Committee Members formulating a response to be circulated to all Committee Members for approval. The response to be sent on behalf of Portishead Town Council to the North Somerset Council's Sport and Leisure Facility questionnaire.

11. North Somerset Water Safety & Coastal Advisory Group

To appoint a Town Council representative to attend the bi-annual meetings of the North Somerset Water Safety & Coastal Advisory Group. The meetings are normally held at RNL Weston at Cove HQ. The next meeting will take place in March 2023 (date to be confirmed).

Recommendation: To nominate a representative to attend bi-annual meetings to represent the Town Council.

12. Remembrance Parade – Update

To note that after last year's parade and the changes with the traffic management the Remembrance has become more of a joint PTC/ RBL event. In previous years Portishead Town Council simply completed the road closure documentation to NSC, organised a donation/wreath and put out the boxes in the front of Folk Hall for the Chairman to take the salute.

This year's costs are listed below:

- £400 North Bristol PA (£50 deposit already paid)
- £30 plus £4.80 recorded 2nd class delivery to order a new RBL Logo flag
- £50 Donation / wreath was new last year and stored at Folk Hall
- £40 max Hire of van to get the stage/ boxes back from storage toilet block.
- £105.50 8 Barriers and Cones

13. Date of next meeting:

Thursday 24th November 2022 at 7.30pm.

The Chairman will close the meeting.