



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 28th July 2022 at 7.30pm

Friday 22nd July 2022

To: All Members of the Portishead Town Council Community Matters Committee

Councillors Ben Aldridge (Chair), Churchill (Vice-Chair), Cartwright, Davey, Snaden, Slatter, Sterndale, 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 28th July 2022 at 7.30pm. The meeting will consider the items set out below.

Yours sincerely

S. Sherborne

S. Sherborne
Interim 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 office@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=Rkx2eEdicHFzbnNyVXYxdE9pZnk4Zz09>
Phone 0203 481 5240 United Kingdom

Agenda:

- 1. Chairmans Welcome** (Chairman)
- 2. Apologies for absence** (Interim 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 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. To Consider and approve the minutes to the last meeting (Chairman):**
 - 6.1 Recommendation: for members to consider and approve the Minutes of the committee meeting held on 23rd June 2022 as a true record – attached.
 - 6.2 Recommendation: for the Chairman to sign the Minutes.
- 7. Grants – The Brightwell (West of England MS Therapy Centre):**
To consider a grant application made by The Brightwell (West of England MS Therapy Centre) totalling £1,000 (one thousand pounds) to be able to continue providing therapeutic services to people with long-term neurological conditions. The Grants Working Party considered and approves the application. Attached grant application.

Recommendation:
To approve the recommendation received from the Grants Working Party to award and pay £1,000 (one thousand pounds) to The Brightwell (West of England MS Therapy Centre) by bank transfer.
- 8. Dog & Litter Bin – increase in costs proposal:**
To consider an increase in charges from the existing contractor. Currently the Town Council covers the charges for collections from its own dog and litter bins around the town. Collections are made weekly for 16 bins of which 8 are emptied twice weekly owing to high usage and following public demand. Town Council officers investigated alternative contractors for this type of work post covid following a series of complaints with a previous contractor. Similarly, other parishes changed suppliers owing to complaints from residents. Since May 2021 the cost per bin per empty has been £4.50. A request to increase this to £4.95 per bin has been received. This amounts to a weekly increase of £10.80 and there is no fixed term contract. It should be noted that there has been a significant increase in fuel and tipping costs for the contractor.

Recommendation:
To approve the increase in costs and payment to the existing dog and litter bin contractor by 10% from £4.50 to £4.95 per bin per empty with effect from 1st August 2022.
- 9. Memorial Bench – Policy:**
Several requests have been received for the installation of memorial benches around the town. There are several memorial benches around the town, some maintained by North Somerset Council and some by Portishead Town Council. North Somerset Council in the last year or so introduced a 10-year lease program for memorial benches charging £950 per bench, which

included a refurbishment at around 5 years. Consent from landowners in the desired location for the bench is required.

At present North Somerset Council is not considering any requests for memorial benches and residents are turning to the Town Council for sites where a memorial bench could be given pride of home to commemorate a loved one. Portishead Town Council has very little open space land on which to grant permission for memorial benches. It should consider the use and identify areas of Town Council land to accommodate memorial benches and if agreed to formulate a policy to apply to deal with memorial bench requests.

Recommendation:

That the Committee consider the use and if applicable identify areas of Town Council land to accommodate memorial benches and to approve the commissioning of a policy to be created from the existing consultant resource available to the Town Council.

10. North Somerset Council – Cycle Forum:

The next meeting of the cycle form will be held on 13th September 2022 between 6.00pm and 8.00pm in the Rickford Room at Weston Town Hall. The Town Council has been contacted for any agenda items that it wishes to include for discussion and if a representative of the council should attend the meeting as the forum is looking for new members.

Recommendation:

Members should consider whether there are any items that they wish should be included on the agenda for discussion and delegate a representative from the Town Council to attend the forum.

11. Lorymer's Park:

To consider the longevity maintenance of Lorymers Park, a pedestrian reserve off Nore road at the top of Beach Hill. The site is believed to be owned by North Somerset Council, who have given permission to the Gordano Civic Society to make improvements to the site. Gordano Civic Society has received news that it has been allocated a grant from the National Grid Community Grant Programme Application to the value of £8,700 (eight thousand seven hundred pounds). This grant is subject to Portishead Town Council giving written assurances that the Civic Society will not be held liable for the ongoing maintenance of the site beyond this project. Insufficient time has been available to obtain quotes for maintenance and a survey of the site. Whilst routine weeding has and can be achieved via the Town Orderly services available to the Town Council, the following costs are expected: £1,000 (one thousand pounds) per year for maintenance of the site and £1,000 (one thousand pounds) for a survey of the site.

The Town Council has the power to maintain land as part of the Open Spaces Act 1906 section 9 that states that a local Authority may, subject to the provisions of this Act – (b) undertake the entire or partial care, management, and control of any such open space or burial ground, whether any interest in the soil is transferred to the local authority or not.

Recommendation:

- To approve that the Town Council adopts the ongoing maintenance and associated costs of Lorymers Park, following the improvements made by Gordano Civic Society in the National Grid Community Grant scheme and writes to National Grid to confirm its undertaking;
- Approves earmarking £1,000 (one thousand pounds) from its 2022/2023 budget and £1,000 from each yearly budget;
- Approves spending up to £1,000 (one thousand pounds) and authorises the Interim Clerk to arrange for a survey of the site, for budgetary purposes

12. Granting of Access License – Bristol Road playing fields:

An application has been made to the Town Council from a resident on Bristol Road, Portishead to access the Bristol Road playing fields directly from the rear of his property. Currently there are eleven properties on Bristol Road that have direct access from the rear of their properties to the Bristol Road playing fields. Permission has been granted to them by way of a five-year license that will expire on 31st May 2025. There is no charge to the Town Council or the applicant but the applicant is responsible for maintaining the access and reinstating the boundary fence if access is removed. Attached is a copy of the license that is currently in use.

Recommendation:

To approve the granting of a license up to 31st May 2025 to the applicant to access the Bristol Road Playing Field from the rear of his property and to authorise the Interim Clerk to sign as the Licensee on the license on behalf of the Town Council

13. Annual Play Area inspection reports:

To note the annual play area inspection reports undertaken by RoSPA in June 2022. A total of £20k was allocated to improve the Town Council sites on Underwood Road and Heavens Field from its 2021/2022 budget. Photographs and a video of the improvements were recently published. A further £20k was earmarked in the councils 2022/23 budget to make improvements at its Mead Road site and the fitness equipment on the Esplanade, which has yet to reviewed and undertaken.

Recommendation:

To approve the Interim Clerk to make the necessary recommended improvements from the play area improvements £20k budget for the year 2022/23.

14. Date of the next meeting:

Thursday 25th August 2022 at 7.30pm.