

**Portishead Town Council Summons & Notice: Full Council meeting
19.30 Wednesday 16th March 2022**



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

- 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 clerk@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: 997 8556 1872 Passcode: 521348
 - Link: <https://zoom.us/j/99785561872?pwd=MzE3ci9SMHNZbGFLOUhdDN0lwWGxjUT09>
 - Phone in: 0208 080 6591 (national call rate applies)

Agenda

1. **Apologies for absence** (Town Clerk)
2. **Declaration of Councillors' interests and requests for dispensations** (Chairman – Councillor Sterndale)
3. **Chair's verbal report:**
 - a. Heritage Centre rescheduled opening
 - b. Update on the draft Neighbourhood Plan
 - c. Police Council Tax increase
 - d. Slade Road playing fields
 - e. Bus services public meeting
 - f. Golf course update
 - g. Pilot Community Hub update
 - h. Merlin Park Pump Track update
 - i. North Somerset Council's Portishead Lake Grounds Management Plan.
4. **North Somerset Councillors' verbal reports**
5. **Public participation:** if you prefer to submit questions in advance, please email clerk@portishead.gov.uk
6. **Decision item: Recommendation to provide Councillor Tina Mason, Councillor Caroline Goddard, and Councillor Polly Shepperdson with dispensations in relation to Section 85(1) of the Local Government Act 1972 as they have been unable to attend some Council or Committee meetings in person due to health reasons or COVID-19 restrictions** (Chairman):
 - a. Vote on recommendation
7. **Information item: An update on Fairtrade Portishead** (Councillor Sue Mason)
 - a. A report will be available on the Council website with the agenda
8. **Decision item: Recommendation to approve up to £50,000 additional funds to support the Lake Grounds Skate Park project from the 22-23 budget on the condition that this is equally matched by the Wheels & Skate Park Community Group's fundraising campaign** (Vice Chairman):
 - a. This will bring the cumulative total of Council contribution to £60,000
 - b. An update report will be available on the Council website with the agenda
 - c. Vote on recommendation
9. **Decision item: Recommendation to approve the draft Heads of Terms Agreement for the area within the blue fence at the Lake Grounds to include the Skate Park project site and play area and delegate to the Chairman and Clerk to sign the document** (Vice Chairman):
 - a. A report will be available on the Council website with the agenda
 - b. Vote on recommendation
10. **Decision item: Recommendation to delegate authority to the Deputy Clerk and Councillor Bull to extend the contract of a temporary Locum Clerk, contracted via a national supplier, for up to an additional 6 weeks, giving the Council time to recruit a replacement Clerk, at a maximum cost of £10,000 from the 2022-23 Council budget and to pay a deposit to the supplier of £5,600 returnable at contract end from the 2021-22 budget** (Chairman):
 - a. This will bring the cumulative total up to £25,600 to cover up to 12 weeks (with £5,600 to be returned).
 - b. Vote on recommendation
11. **Decision item: Recommendation to approve a 5-year funding agreement with annual reviews providing £25,000 plus 3% to support inflation costs per year to Citizens Advice North Somerset, starting on 1st April 2022 and delegate to the Chairman and Clerk to sign the document** (Councillor Aldridge):

- a. A report will be available on the Council website with the agenda
 - b. Vote on recommendation
- 12. Decision item: Recommendation to approve spending of up to £15,000 from the 22-23 events budget to support Platinum Jubilee events: Beacon lighting and family fun day (Chairman):**
- a. Vote on recommendation
- 13. Decision item: Recommendation to approve a letter to Michael Gove MP, Secretary of State for Housing, Communities and Local Government to support the national campaign calling for a change of law to allow Councillors to vote online at Council meetings, and delegate to the Chairman to sign the letter (Chairman):**
- a. A report will be available on the Council website with the agenda
 - b. Vote on recommendation
- 14. Decision item: Recommendation to consider and approve the updated Financial Regulations Policy as recommended by the Staffing & Finance Committee (Councillor Bull)**
- a. A report will be available on the Council website with the agenda
 - b. Vote on recommendation
- 15. Decision item: To receive and approve the list of February 22 payments totalling £47,900.82 (Councillor Bull):**
- a. A report will be available on the Council website with the agenda
 - b. Vote on recommendation
- 16. Decision item: To receive and approve Bank reconciliation statements for February 22 (Councillor Bull):**
- a. A report will be available on the Council website with the agenda
 - b. Vote on recommendation
- 17. Decision item: To receive and consider the summary and detailed Income & Expenditure statements for February 22 (Councillor Bull):**
- a. A report will be available on the Council website with the agenda
 - b. Vote on recommendation
- 18. Decision item: Recommendation to give online access to the Deputy Clerk for the Monmouthshire Building Society account (Councillor Bull)**
- a. Vote on recommendation
- 19. Decision item: Recommendation to note and confirm that the Precept for 2022-2023 is set as £820,863 (Chairman)**
- a. Vote on recommendation
- 20. Information item: To note that the Clerk was asked to sign an additional contract with Chorus Global Ltd and pay £5,364.64 for 1-year's Microsoft 365 licensing and defender software, the payment was made under emergency powers for business continuity reasons (Councillor Bull)**
- 21. Decision item: Recommendation to approve a Community Grant of £12,000 from the 22-23 budget to Nailsea District Community Transport and delegate the Deputy Clerk to make the payment (Grants Working Party):**
- This grant application was received before the 21/22 application window closed
 - Vote on the recommendation
- 22. Decision item: Recommendation to approve extension of the town's floral display watering contract for a further year up to a cost of £9,860 from the Council's 22-23 budget and delegate the Deputy Clerk to make the payment (Chairman)**
- a. Vote on recommendation
- 23. Decision item: Recommendation to approve the Council's contribution to the town's floral display of plants and flowers up to a cost of £8,000 from the Council's 22-23 budget and delegate the Deputy Clerk to make the payment (Chairman)**
- a. Vote on recommendation
- 24. Decision item: Recommendation to approve the final year of a 3-year insurance policy contract from May 2022 up to £5,000 from the 22-23 budget (Chairman)**
- Vote on the recommendation
- 25. Information item: To note that the National Joint Council for Local Government Services has agreed the new rates of pay applicable from 1 April 2021 and will be actioned by the Bookkeeper (Councillor Bull).**
- 26. Decision item: Recommendation to review and approve the minutes of the last Full Council meeting on 19th January 2022 (Chairman)**
- a. Vote on recommendation
- 27. Date of the next meeting: 20.00 11th May 2022**