

**MINUTES OF PORTISHEAD TOWN COUNCIL  
RECREATION AND WORKS COMMITTEE MEETING  
22<sup>nd</sup> FEBRUARY 2017 7.30PM**

- PRESENT:** - Councillor Oyns - in the Chair
- Councillors: - Clark, R. Cruse, M. Cruse, Cottrell, Huffadine-Cooper, Koops, Mason, & Mitchell
- Staff: - Jo Duffy – Clerk of the Council
- Public: - There were 9 members of the public in attendance, plus Mr. Russ Currie of North Somerset Council

**RW1656 DECLARATIONS OF INTEREST (Agenda item .1)**

There were two declarations of interest recorded in the Declarations of Interest Register.

Cllr. R. Cruse declared a pecuniary interest with granted dispensation for the Youth Club with regard to Pill Park discussions.

Cllr. Oyns stated that any views expressed on matters to also be considered at North Somerset Council would be provisional and based on the facts currently known. He would be exercising his right to reconsider the matter afresh when the matter went before North Somerset Council.

**APOLOGIES (Agenda item .2)**

Apologies were received from Councillor Burden (unwell), Cameron & Lord.

**RW1657 PUBLIC PARTICIPATION (Agenda item .3)**

There were 4 members of the public in attendance who wished to address the meeting:-

- Mr. Paul Maltby reiterated his comments made at the Town Council meeting regarding the Town Orderly, namely that it should be a properly paid, employed position, with terms and conditions, and re-advertised widely.
- Mrs Ann Townsend she said that she is very concerned about what has happened with the Town Orderly. She thinks that it will

be useful for the town and she would like it to be a paid class 1 contribution position for this town.

- Mr. Geoff Hardman spoke about Pill Park and a lack of public participation on this issue and asked when is this Executive decision taking effect? He felt the pontoon idea is dangerous. He asked if the Town Council would take on Avon Way Hall, once North Somerset Council refurbish and upgrade the hall? He expressed concerned over the Brunel Court improvements and the pedestrian crossing that leads up to the Cabstand. Mr. Hardman asked what Cllr. Mitchells connection to Elonex Marketing signs is? He suggested the number of noticeboards is reduced to five and suggested the following locations; The Folk Hall, Waitrose, the Lake Grounds, West Hill Triangle and the Precinct.
- Mrs. Annette Hennessy echoed Paul Maltby with regard to a Town Orderly. She has received a phone call from a resident who runs classes at Avon Way Hall and is concerned that a private organisation might take over the running of the hall and restrict the use. She spoke about the skate park project and the non-viability of the putting green land, next to the tennis courts, at the Lake Grounds, due to its proximity to housing. She spoke about Cllr. Ap Rees vetoing Kilkenny Fields over and over again as a possible location. She suggested that the Town Council writes to North Somerset Council and actually use the words skatepark or wheels park instead of asking them what leisure facilities can we have in this area. What's so wrong about the word skatepark that we have this issue. She referred to Pill Park saying that S.106 money was never meant for a slipway.

These minutes summarise what was said during public participation and were views expressed by the speaker named, not the Town Council.

#### **RW1658 TO DISCUSS PILL PARK (Agenda item .4)**

Mr. Russ Currie of North Somerset Council gave a report on Pill Park. The report forms part of these minutes and is attached as appendix 'A'.

The committee discussed the subject at length and raised the following points:

- If NSC puts in pontoons, how do users get from the grass down to the water?
- The erosion of the shore line is a red herring.
- The acknowledgement that the idea of viewing platforms is dropped as they are deliberately designed to obstruct access.

- Concern that the Marina can give out a lease to the dingy club and then find all sorts of ways of making that licence liable.
- At the Mirage end of Pill Park, the bank is less sloped, this could be used as access.
- Quays Marina do not want motorised launching from the area, NSC can design a narrow easy access point.
- pontoons rise and fall, what NSC means is a fixed pier. A fixed pier means putting steps down. Steps are not easily accessible from the pier to the water, and will make it impossible to launch a dingy or any other small craft into the water.
- The need to create an attractive beach area with functionality for all. A fixed pier is not access for all.
- Penarth Marina is also owned by Quays Marina and their piers are never used.
- What is the deadline for using the S.106? Is there time to get the project right?
- The hope that the final scheme will have nothing in the water which will detract from enabling people to learn to sail safely.
- The lack of need for a viewing platform.
- Crabbing and fishing is already catered for at the north end of the marina; there is a crabbing platform and fishing can take place from anywhere off of the marina walls.

Mr Currie explained that NSC drew down the money in 2012, when they were working on a scheme for the boathouse with the Sailing Club. The S.106 is already in NSC's account, and technically it is past the deadline to complete the project. The £80K is targeted for improvements and access to the water. Funds are subject to challenge but there is time to get the project right. If the erosion of the shoreline isn't a problem, then it can be ignored as they will be dealing with landscaping which will create some sort of sloping bank into the water. The S.106 is very clear; it's about access to the water space for the public, it can't be used for anything else or it will be lost. NSC are not set on fixed piers or a viewing platform. This scheme, when it comes out, is open to consultation and they will take the public's views on board. He reassured the meeting that nobody is trying to force a scheme on anyone, they are trying to come up with a scheme which meets the widest possible need in Portishead.

Cllr. Koops proposed that the Town council waits until the promised consultation takes place. Cllr. Clark seconded the proposal. A vote was taken with all in favour.

**RECOMMENDATION that:**

Portishead Town Council waits until the promised consultation takes place.

**RW1659 TO DISCUSS AVON WAY HALL (Agenda item .5)**

Mr. Russ Currie of North Somerset Council gave a report on Avon Way Hall. The report forms part of these minutes and is attached as appendix 'B'.

The committee discussed the subject at length and raised the following points:

- A lack of common courtesy by NSC not initially consulting with the Town Council
- The ability of local community groups in Portishead to take on a full repairing lease.
- Does the hall require work?
- Clarification is needed as to whether this is a lease or a sublease
- Have the freeholders been contacted by NSC?
- How long is left on the lease?

Mr. Currie responded to the points, stating that it was a good point well made about the consultation and the fact that the Town Council should have known about this first. He explained that unfortunately this was down to ignorance about the changed system at NSC, in that decision sheets which would go to an Executive Member to start a process have to go to the member 5 days before they can be signed and published. The lease runs until 2065 and they have been advised that any community group wanting to take on the running of the building would take over the assignment of the lease, not a sublet.

The committee made further comments:

- The hall is very valuable to the Portishead community.
- In 2009 a lot of work was done on the hall at the instigation of Cllr. Jolley.
- The Town Council would be loath to see the facility close and may have to consider running it themselves.
- What notice has been given to the hall users informing them of the process? A Copy of the letter sent to the hall users should be sent to the Clerk.
- Acknowledgement that NSC would carry on running the hall as a last resort
- What is meant by running at a surplus?
- Could NSC provide the Town Council with the complete financial picture for the hall?
- The high value of building insurance at £800 a year, plus a repairing lease being quite onerous for a community group.

Mr. Currie confirmed that he was referring to a trading surplus. In 2009 the hall did not make a trading surplus, it was actually losing money.

The meeting noted the report.

**RW1660 TO COMMENT ON THE FINAL PLANS FOR THE CABSTAND AND BRUNEL COURT IMPROVEMENT WORKS (Agenda item .6)**

The meeting discussed the final plans for the Cabstand junction and Brunel Court improvements.

Points discussed include:

- Requesting that the bench and boulder at Brunel Court are reinstated elsewhere.
- Confirming the purpose of the layby on Wyndham Way.
- NSC advising on the timescale for the project.
- Confirmation that all superfluous street furniture will be removed.
- Confirmation from NSC that the plan for Brunel Court has been sent to the occupants of the Brunel Court Building.

Cllr. Cottrell proposed that the Town Council sends the following response to the consultation document: Portishead Town Council welcomes the plans but would like confirmation of the following

- start date
- the end date
- the diversion route
- the removal of all redundant street furniture
- acknowledgement that the bench and boulder featured in the Town Garden will be re-instated elsewhere with consultation and at NSC's cost
- the residents of Brunel Court are consulted.

The proposal was seconded by Cllr. Mason, a vote was taken with all in favour.

**RECOMMENDATION that:**

Portishead Town Council writes to North Somerset Council with the following response: Portishead Town Council welcomes the plans but would like confirmation of the following

- start date
- the end date
- the diversion route
- the removal of all redundant street furniture
- acknowledgement that the bench and boulder featured in the Town Garden will be re-instated elsewhere with consultation and at NSC's cost
- the residents of Brunel Court are consulted.

**RW1661 TO DISCUSS MARKING THE ANNIVERSARY OF THE PORTISHEAD DEVELOPMENT FRAMEWORK FOR PORTISHEAD**

**QUAYS AT EAST PORTISHEAD CIRCA. 1997 AND DISCUSS THE COUNCIL'S INVOLVEMENT WITH THE 'HERITAGE AWARD' (Agenda item .7)**

The Clerk read out an email from Mr. Mike Johnson of the Gordano Civic Society. Mr. Johnson said that he is confident that they could assist and/or submit a proposal, and/or help out in some way for the marking of the anniversary. The Society was certainly positive about the suggestion made and discussed.

The Committee noted the email.

The Clerk read out a request from the Gordano Civic Society which stated that they seek the support of the Town Council with the Heritage Award so that it is endorsed by a local council. The award could be made at a Council meeting, giving it more weight. The Councillors could engage and vote. There would be a small financial contribution given with the award, split between the Town Council and the Gordano Civic Society.

After a brief discussion the Committee noted Mr. Johnson's request.

**RW1662 TO DISCUSS THE POSSIBLE INTRODUCTION OF ELONEX MARKETING SIGNS TO PORTISHEAD – Cllr. Mitchell (Agenda item .8)**

Cllr. Mitchell responded to the comment made during public participation. He explained that his connection with Elonex is via rugby and cricket, he is an MCC member and a member of Clifton Rugby Club (who have Elonex signs). He went on to say that Elonex is growing faster than they can administrate and as and when they can present properly, they will.

**RW1663 TO DISCUSS THE UPDATING OF NOTICEBOARDS (Agenda item .10)**

The meeting discussed the updating of the noticeboards.

Cllr. R. Cruse proposed that the Council reduce the number of noticeboards to 3; Waitrose, Queens Road and the Folk Hall. The noticeboard at Waitrose is to remain in situ, all other noticeboards are to be removed. The noticeboards in the best condition are to be reused at the Folk Hall and Queens Road locations. The remaining three boards are to have their cork boards and felt removed and replaced with a metal (plastic coated) back board. The new backboard will allow for the use of magnetics to hold notices in place and will provide a clean and easy to use surface. Parts will be salvaged from the boards which have been removed and not reused. The contractor tasked with assessing the

noticeboards condition has quoted £600 to supply all materials and carry out the works. Cllr. M. Cruse seconded the proposal and a vote was taken with all favour.

**RECOMMENDATION that:**

The Council reduce the number of noticeboards to 3; Waitrose, Queens Road and the Folk Hall. The noticeboard at Waitrose is to remain in situ, all other noticeboards are to be removed. The noticeboards in the best condition are to be reused at the Folk Hall and Queens Road locations. The remaining three boards are to have their cork boards and felt removed and replaced with a metal (plastic coated) back board. The new backboard will allow for the use of magnetics to hold notices in place and will provide a clean and easy to use surface. Parts will be salvaged from the boards which have been removed and not reused. The contractor tasked with assessing the noticeboards condition has quoted £600 to supply all materials and carry out the works.

**RW1664 TO DISCUSS THE NEXT STEPS WITH REGARD TO A SKATE/WHEELS PARK (Agenda item .11)**

The meeting noted the recommendation proposed at the January Recreation & Works Committee, which has yet to be agreed by Town Council.

**RW1665 TO DISCUSS THE DONATION OF BENCHES FROM THE PORTISHEAD LIONS CLUB TO THE TOWN (Agenda item .12)**

Cllr. Oyns has been advised by a member of the Lions Club that they have found an alternative bench, which is half the cost of the bench selected by the Town Council.

Cllr. Cottrell proposed that this item is placed on next month's agenda. Cllr. Mason seconded the proposal, with all in favour.

Cllr. Clark commented that there are no benches on the Halls and Woodhouse side of the Marina and the Council should bear this in mind when siting benches in the future.

**RECOMMENDATION that:**

The donation of benches from Portishead Lions Club is to go on the next Recreation & Works Committee agenda.

**RW1666 TO DISCUSS A TOWN ORDERLY (Agenda item .13)**

The meeting discussed the Town Orderly post. Comments made by the committee included:

- re-advertising the post
- employing a Town Orderly and advertising the post with the inclusion of council owned equipment
- an employed or self-employed person will require the same amount of supervision by the Clerk
- the exceptional unemployment situation in Portishead (minimal number of unemployed)
- the difficulty of finding anyone with the skills and the enthusiasm to do the job.
- “expressions of interest” are confusing
- recent employment tribunal cases involving Pimlico Plumbing and Uber and their staff’s self-employed status
- a Town Orderly giving added value to the work of the town’s volunteers
- the Council being careful not to upset the town’s volunteers.

Cllr. Oyns proposed that a small working party is formed to look at the ramifications of employing a Town Orderly. Cllr. M. Cruse seconded the proposal. A vote was taken with all in favour (Cllr. Cottrell abstained).

**RECOMMENDATION that:**

A small working party is formed to look at the ramifications of employing a Town Orderly.

**RW1670 ITEMS FOR NEXT MEETING (Agenda .14)**

- 1) To discuss the offer of benches for the Lyons (Matters arising)
- 2) To discuss marking the anniversary of the Portishead development framework for Portishead Quays at East Portishead circa. 1997
- 3) Update on Pill Park and Avon Way Hall
- 4) To receive an update on Cabstand & Brunel Court improvements

\*\*\*\*\* EXEMPT ITEM \*\*\*\*\*

Prior to consideration of the following agenda item, members will be invited to pass the following resolution –

“Pursuant to the provisions of Public Bodies (Admissions to Meetings) Act 1960 (as extended by s100 of the Local Government Act 1972) the press and public be excluded from the meeting for the following item of business on the grounds that its consideration would involve the disclosure of exempt information as defined in Part 1.”

**RW1671** Cllr. M. Cruse proposed that pursuant to the provisions of Public Bodies (Admissions to Meetings) Act 1960 (as extended by s100 of the Local Government Act 1972) the press and public be excluded from the meeting for the following item of business on the grounds that its consideration would involve the disclosure of exempt information as defined in Part 1. The proposal was seconded by Cllr. Cottrell; a vote was taken with all in favour.

**RESOLVED that:**

Pursuant to the provisions of Public Bodies (Admissions to Meetings) Act 1960 (as extended by s100 of the Local Government Act 1972) the press and public be excluded from the meeting for the following item of business on the grounds that its consideration would involve the disclosure of exempt information as defined in Part 1.

**RW1672 HEAVEN'S FIELD – UPDATE (Agenda .15)**

The Clerk advised that there is no further news to report on Heavens Field.

*Clerks note: The following item contains confidential information.*

**RW1673 TO RECEIVE AN UPDATE ON BRISTOL ROAD PLAYING FIELDS (Agenda .16)**

There being no other business, the Chairman closed the meeting at 8.55pm.

## Appendix A

### **PILL PARK REPORT**

Russ Currie of North Somerset Council said that PTC will be aware that a proposal has gone to the Executive Member to seek authority to work up a detailed scheme to use the water in Pill Park for small craft and public access. This proposal was misinterpreted to start with, in that the feeling generally was that North Somerset Council was presenting something which was a forgone conclusion. Nothing can be further from the truth. There is a proposal outlined which is the result of discussion about Pill Park following a period of time where NSC were working directly with other partners, mainly the sailing club, to come up with a slightly different approach to complying with the terms of the S.106 agreement, which was originally negotiated in 2001. NSC were looking to provide a boathouse which would store small craft. NSC would then pass on a lease to potentially the sailing club or another similar party, and they in return would enter into agreement with NSC to allow wider community access to the wharf. They worked on this for a considerable amount of time but unfortunately that idea collapsed along with the idea of a boat house. There is still planning permission for a boat house on the site. Conversations since then have established that to allow access to the wharf would really require some form of pontoon or pier which would allow community access etc. The idea of a slipway is favoured by several parties. However the slipway is a non-starter and they cannot move forward with it because Quays Marina who control the water will not have a slipway at that point. They have a variety of reasons for that, to do with abatements, slipways needing continual cleaning and access of the water by motorised vehicles etc. The proposal is now based on the piers/platforms idea to come up with a scheme which his colleagues are working on, which will allow access to the water, which will possibly include some form of grass bank or slope into the water. There has been some erosion, which has meant that the foreshore is now stepped. The design will deal with this small erosion problem and then they will go out to consultation. Once they have come up with the design they will take a small room at Parish Wharf Leisure Centre and will invite the Town Council and the wider public to come and comment. People's comments will be recorded and fed into the decision process before the decision is taken any further forward. NSC's position is that they want access to the water by the wider community. The access must be in line with the terms of the S.106 agreement so that it does not put the funds at risk.

## Appendix B

### **AVON WAY HALL REPORT**

Mr. Russ Currie explained that this is not a final decision, it is just asking permission to go ahead with a process. This process is seeking interest in a community or community organisation running Avon Way Hall. Avon Way hall is a success story, in that they (NSC) run it at a small surplus. It made approximately £3,000 last year. The hall is not currently a drain on NSC. They are not trying to get the asset off of their books because it is costing NSC a lot of money, it is “actually in line with a direction of travel”, which they are using elsewhere. He gave a number of examples across the NSC area. In other areas they have passed over a lease to a community organisation to run an asset. This approach ensures that they can protect the future of these community facilities in these constrained times. What NSC is not doing is saying any community organisation, at any cost, they are just seeking expressions of interest from community organisations that may be interested in the hall. Continual community use of the hall is essential, as planning permission states that the hall must be used for community benefit and by a wide variety of groups. This isn't about passing to an organisation and then closing the hall to other groups. The lease that they enter into with any community organisation would also identify that the hall must be used by a wide variety of organisations and groups. What NSC propose to do is to take expressions of interest and integrate them to ensure that the people are interested and have the capacity to run the hall. If NSC cannot find anyone to run it, they will continue to run it. They are currently at the consultation stage with letters being sent to the existing users and consultation with key stakeholders including the Town Council. Expressions of interest will need to be received by the end of March, with the interviewing of potential candidates in May, with the potential new users taking over in June.