

**MINUTES OF PORTISHEAD TOWN COUNCIL
RECREATION AND WORKS COMMITTEE MEETING
22nd NOVEMBER 2017 7.30PM**

PRESENT: - Councillor Oyns - in the Chair

Councillors: - Cameron, Clark, Cottrell, R. Cruse, Pasley

Staff: - Jo Duffy – Clerk of the Council

Public: - There were 3 members of the public in attendance

RW1769 DECLARATIONS OF INTEREST (Agenda item .1)

There were 2 declarations of interest recorded in the Declarations of Interest Register.

Cllrs R. Cruse and Pasley declared a personal and pecuniary interest with granted dispensation for agenda item .9, matters relating to Portishead Youth Centre as they are both Trustees.

*Cllr. Cottrell declared a personal interest in agenda item .14 as her husband is a plot holder at Gertie Gales allotments.

APOLOGIES (Agenda item .2)

Apologies were received from Councillor Mitchell, M. Cruse, Burden, Mason and Lord.

RW1770 PUBLIC PARTICIPATION (Agenda item .3)

There were 2 members of the public in attendance who wished to address the meeting: -

- Mr. Geoff Hardman spoke about a group called WASP (Portishead Wheels and Skate Park), who have requested that they be allowed to do a presentation to the Town Council at their meeting on 13th December. WASP's request has been turned down and Mr. Hardman asked if this decision could be re-considered.
- Mr. Paul Maltby spoke on the subject of the skate park and reminded the members that 6 months ago the people of Portishead voted in a parish poll 9 to 1 that the Council should do something about a skatepark.

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

RW1771 TO RECEIVE A REPORT ON IT SYSTEMS INCLUDING REMOTE ACCESS, PAPERLESS OFFICE AND THE NEW GENERAL DATA PROTECTION REGULATIONS – David Astwood of Microshade VSM (Agenda item .4)

David Astwood of Microshade VSM spoke about remote access, paperless office and the General Data Protection Act.

A copy of the PowerPoint presentation is attached to and forms part of these minutes as appendix 'A'.

The committee asked a number of questions about data security, back-ups and multiple licences for scanning.

RW1772 TO RECEIVE AN UPDATE ON THE TOWN COUNCIL OFFICE REFURBISHMENT (Agenda item .5)

The Clerk briefly updated the meeting.

The following recommendation was made:

The working party which is made up of the Staffing and Finance Committee reviews the quotes and makes recommendations to the Town Council/Budget Working Party.

A vote was taken with all in favour.

RW1773 TO REVIEW AND AGREE CHANGES TO THE NORTH WESTON ALLOTMENT SITE RULES (Agenda item .6)

The following recommendation was made:

Portishead Town Council approves the changes as highlighted in the attached North Weston Allotment Committee Site Rules. (Appendix 'B')

A vote was taken with all in favour.

RW1774 TO DISCUSS THE PUBLIC ARTS WEBSITE (Agenda item .7)

The meeting briefly discussed the report and the following recommendation was made:

Portishead Town Council pays iconography the hosting fee for 2018 and awaits the outcome of the Gordano School and Weston College project.

A vote was taken with the majority in favour.

RW1775 TO REVIEW QUOTES TO REPLACE THE FOLK HALL'S CURRENT SOUND SYSTEM (Agenda item .8)

The following recommendation was made:

Portishead Town Council approves quote B (ii) (Sound 4 Churches) to replace the existing system and hearing loop. Provide a delegate system with microphones for all councillors at a total cost of £4,619.08 plus VAT.

A vote was taken with all in favour.

RW1776 TO REVIEW QUOTES RECEIVED FROM PORTISHEAD YOUTH CENTRE FOR THE REPLACEMENT OF FAULTY LIGHTS (Agenda item .9)

The following recommendations were made:

The Recreation and Works Committee deferred making a decision on the quotes until reassurance is received from the Youth Centre with regard to the quality of the fittings to be used. The quotes will be received at December Town Council

Councillors R. Cruse and Pasley abstained from voting. A vote was taken with the majority in favour.

RW1777 TO DISCUSS THE FUTURE OF THE REDUNDANT BUS SHELTER ON HARBOUR ROAD (Agenda .10)

The meeting briefly discussed the report. The following recommendation was made:

Portishead Town Council considers moving the redundant bus stop to outside the Dental Practice on Nore Road. The Clerk is to review the site and seek costs for the relocation.

A vote was taken with a majority in favour.

Clerk's note: The Queensbury shelters have historically cost the Council £5,053 each.

RW1778 TO SET UP OF A WORKING PARTY TO DISCUSS THE MARKING OF WW1 CENTENARY WITH A NEW WAR MEMORIAL, INCLUDING SETTING A BUDGET (Agenda .11)

Cllr. Cottrell addressed the committee. She explained that she has met with a couple of local stone masons and reviewed the mock-up design. The preliminary estimate for the cost of the design is between £20,000 and £25,000. It had been agreed at Town Council that a working party would be set up to consider the design, location, size, etc. The feeling had been that the word 'war' is removed from the title and the working title is 'a memorial to those who had given their lives in service to their country'. Other things to consider include the material and how names are recorded. It was suggested that the working party consist of Councillors Cameron, Clark, Cottrell and R. Cruse, with external representatives Sandy Tebbutt, Mike Johnson and possibly someone from the Portishead Branch of the Royal British Legion.

The following recommendation was made:

Portishead Town Council sets up a working party made up of Councillors Cameron, Clark, Cottrell and R. Cruse to take forward the idea of a Town Memorial. In addition, Sandy Tebbutt, Mike Johnson and a representative of the Portishead Royal British Legion were also suggested.

A vote was taken with all in favour

RW1779 ITEMS FOR NEXT MEETING (Agenda item .13)

The meeting briefly discussed the possibility of discussing WASP at the December Town Council meeting rather than leaving it until the January Recreation and Works Committee.

1. To report on a survey of the towns litter and dog bins.
2. To receive an update on the Slade Road play area
3. Pill Park update

RW1780 The following items are exempt. The following resolution was made:

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.

A vote was taken with all in favour.

Clerk's note: The public left the room at 8.45pm.

Clerk's note: The following agenda items have been removed from the public set of minutes as they are considered to be exempt.

RW1781 AN UPDATE MAY BE OFFERED ON BRISTOL ROAD PLAYING FIELD (Agenda item 12)

RW1782 BOUNDARY AT GERTIE GALES ALLOTMENTS (Agenda .14)

**Cllr. Cottrell declared an interest.*

RW1783 HEAVEN'S FIELD – UPDATE (Agenda .15)

There was nothing to report.

There being no other business, the Chairman closed the meeting at 9.07pm.