



PORTISHEAD TOWN COUNCIL

THE FOLK HALL, 95 HIGH STREET, PORTISHEAD, BS20 6PR

TEL: 01275 847078 www.portishead.gov.uk

Chairman: Cllr. Paul Gardner Clerk: M Salisbury

NOTICE and SUMMONS to FULL TOWN COUNCIL MEETING on WEDNESDAY 16th SEPTEMBER at 7.30pm

All Members of Portishead Town Council are summoned to a meeting of the Council to be held at **7.30pm on Wednesday 16th September 2020**. The meeting will be held remotely using Microsoft Teams and is open to the public to attend remotely by internet or phone.

The public internet link to join the meeting is available in the electronic copy of this Agenda, that can be downloaded from the [News & Events](#) page of the Portishead Town Council website at www.portishead.gov.uk. On the News & Events page click on the meeting date in the calendar to access meeting details and joining link.

[Join Microsoft Teams Meeting](#) *click this link to join via the internet*)

You can also participate by phone using the phone number and conference ID below:

[+44 20 3787 4879](tel:+442037874879) United Kingdom, London (Toll) - Conference ID: 801 167 821#

There will be a Public Participation session where comments can be made on Agenda items. We ask that any questions are emailed to clerk@portishead.gov.uk in advance of the meeting so they can be efficiently addressed in the meeting. After Public Participation microphones be muted to enable the efficient running of the meeting.

Please join at least 5 minutes before the meeting start time to deal with technical issues.

The meeting will be recorded (audio and video) and the recording made available on the town council website.

All participants should mute microphones when not talking to enable the efficient running of the meeting.

By order of:

M Salisbury

M Salisbury |Town Clerk | Clerk@portishead.gov.uk

10th September 2020

AGENDA

This remote meeting will be recorded

1. Apologies for absence

To receive and accept apologies for absence

2. To receive any declarations of interest and any requests for dispensations

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by Portishead Town Council's Code of Conduct, Standing Orders, and the Localism Act 2011.

3. Marina Gardens Update – Alliance Homes Proposal

To receive a presentation from Alliance Homes in connection with the Marina Gardens building.

4. To receive the Chairman's report

A verbal report to be received from the Chairman providing an update on the following matters and items for follow up from the last meeting.

Update:

- Covid-19 situation
- Hybrid meeting update
- Enabling high speed internet

Follow-up items:

- Shop Local – “We Are” virtual high street proposal
- Marina litter bins – further action with NSC
- Bottlelinos decking – repair and replacement
- Lake Grounds Esplanade update

5. Public Participation

In accordance with Standing Orders, members of the public may make representations, ask questions, and give evidence in respect of any items of business included in the agenda. Each person will be limited to four minutes. This section of the meeting will not exceed thirty minutes.

To ensure the orderly running of the remote meeting, public participation to speak after this point may be muted.

6. Confirmation of the minutes of the last meeting

It is proposed that the minutes of the Full Town Council Ordinary meeting held on 15th July 2020 are approved as a correct record and signed by the Chairman.

7. To receive presentation/reports from organisations

There are none.

8. To receive reports from North Somerset District Councillors

To be invited from the district councillor's present.

9. To receive reports from Portishead Town Councillors

To be invited from the councillor's present.

10. Finances (Month 4&5 2020-21) July & August 2020 – for approval

To receive and approve the schedules of payments and bank reconciliation for July and August 2020.

11. Recognition of Malcolm Woolford for community service

Malcolm Woolford has been presented with a certificate, plaque and small token of our thanks for his litter picking around the High Street area which he performs expertly and consistently to keep our community tidy.

It is proposed that this council formally thanks Malcolm Woolford for his contribution to the community and commends his litter picking activities that help keep Portishead tidy.

12. CCTV Upgrade investment – for decision

To receive a report in respect of the upgrade of the Portishead CCTV system.

An amount of £15,000 was included in the budget for the CCTV system upgrade.

It is proposed to approve a contribution to CCTV capital expenditure not to exceed £16,500 (excluding VAT) that broadly comprises:

Digital Camera replacement	£9,967
360-degree coverage of Wyndham Way	£3,592
One third share in a mobile camera	£2,167
Contingency (c5%)	<u>£774</u>
Total capital expenditure limit	£16,500

It is also proposed that a sub-committee comprising of Cllr Gardner, Bull and Cartwright be authorised to approve and enter a Service Level Agreement substantially in the form attached to the report.

13. Parking Officer proposal – for decision

To receive a report in connection with a proposal to obtain additional parking officer enforcement for Portishead.

It is proposed to request NSC to provide a proposal and budget for the recruitment and training of an additional Civil Enforcement Officer to be managed and employed as part of the Weston team. This proposal to include the draft terms for a Service Level Agreement.

14. Lake Grounds Skate Park Seed Funding – for decision

Based on a recommendation from the Community Matters Committee. To receive a letter from the Portishead WASP (Wheels & Stake Park) CIC requesting financial support of £10,000 for design and enabling works in connection with the planned skate and wheels park at the Lake Grounds.

The 2020-21 budget approved in January 2020 included the provision of £10,000 to ensure primer funding to kickstart NSC action and ensure that PTC has a strong voice in decision making. The lake grounds being under the ownership of NSC.

It is proposed to work jointly with the WASP group to progress the construction of the skate park with contracting and paying for enabling works that will be agreed with the WASP group to a maximum of £10,000.

15. Mental Health Action – *for decision*

To receive a motion in support of action on Mental Health from Cllr Charles and Holland.

It is proposed that the council:

- **Signs the Local Authorities' Mental Health Challenge run by Centre for Mental Health, Mental Health Foundation, AMHP, Mind, Rethink Mental Illness, Royal College of Psychiatrists and Young Minds.**
- **Appoints an elected member as 'mental health champion' across the council.**
- **Defines a council lead officer role for mental health and considers how this can best be promoted with the staff.**

16. Fair Trade Portishead Support – *for decision*

To receive a request to write to Nestle to express concern about their fair-trade policy.

It is proposed that the Council writes to the Nestle CEO to express its concern, substantially in the form of the draft letter set out in the report.

17. Review of PTC IT System – *for approval*

To establish a working group to plan and manage the future PTC office IT infrastructure, support and services to ensure appropriate functionality, capacity, security, resilience and value for money.

It is proposed to appoint a working group comprising of Cllr Bull, Gardner and Temple to review requirements and present options.

18. Date of the next meeting – *for information*

The next Town Council meeting is to be held on Wednesday 18th November 2020 at 7.30pm.