



# PORTISHEAD TOWN COUNCIL

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

TEL: 01275 847078 [www.portishead.gov.uk](http://www.portishead.gov.uk)

Chairman: Cllr. Paul Gardner Clerk: M Salisbury

## **NOTICE and SUMMONS to FULL TOWN COUNCIL MEETING on WEDNESDAY 17<sup>th</sup> JUNE 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 17<sup>th</sup> June 2020**. The meeting will be held remotely by video and audio conference 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](http://www.portishead.gov.uk). On the News & Events page click on the meeting date in the calendar to access the details of the meeting and a copy of the Agenda which contains a 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: 355 548 868#

**There will be a Public Participation session where comments can be made on Agenda items. After this point public participation may be muted to enable the efficient running of the meeting. Comments and questions can also be emailed to [clerk@portishead.gov.uk](mailto:clerk@portishead.gov.uk) in advance of the meeting.**

**The meeting will be recorded (audio and video) and the recording made available with the minutes of the meeting 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](mailto:Clerk@portishead.gov.uk)**

**12th June 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. To receive the Chairman's report

A verbal report to be received from the Chairman covering the following matters:

- District Councillor vacancy
- Support for Black Lives Matter
- Coronavirus response staff update & Living History Project
- Waitrose recycling facility
- Reopening of Wyndham Way toilets & Halls

### 4. 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.

### 5. Confirmation of the minutes of the last meeting

It is proposed that the minutes of the Full Town Council Ordinary meeting held on 27<sup>th</sup> May 2020 are approved as a correct record and signed by the Chairman.

### 6. To receive presentation/reports from organisations

There are none.

### 7. To receive reports from North Somerset District Councillors

There are none.

### 8. To receive reports from Portishead Town Councillors

To be invited from the councillor's present.

### 9. Finances (Month 2 2020-21) May 2020 – *for approval*

To receive and approve the schedule of payments and bank reconciliation for May 2020.

### 10. Membership of the Open Spaces Society – *for approval*

To approve the renewal of membership to the Open Spaces Society for 2020-21 at a cost of £45.

For details of the charitable society see [www.oss.org.uk](http://www.oss.org.uk)

## 11. Support for Black Lives Matter – *for resolution*

Matt Lenny, Director of Public Health at North Somerset Council made the following statement on 9 June. *While we are extremely supportive of the Black Lives Matter movement, we also have concerns about large groups of people coming together during the current pandemic. We will continue to work with our local community in order to promote all of the essential behaviours in helping to limit the spread of the virus including good hygiene, effective social distancing and quick reporting of any signs of infection through self-isolation and requesting a test.*

The resolution proposed is **“Portishead Town Council is proud to stand in solidarity with both individuals and communities affected by the killing of George Floyd, and those everywhere who are coming together across the world to challenge racism. To stay silent at this time is to give in, and in doing so, is to condone. Racism and prejudice, whether overt or covert are real things – and the pain and suffering caused to those who experience it is profound and unacceptable. It does not just happen in ‘other’ places; it is also faced by people locally. In recognising that, and in not accepting it, we as a community can make it clear that Black Lives Matter, and acknowledge that whilst there is progress to be made, there is, and there must be, hope for the future.”**

## 12. Merlin Park New Skate Park New Lease – *for approval*

To receive a copy of the proposed draft lease over the Merlin Skate Park to be granted by North Somerset Council to PTC for a period of 15 years at a nominal £1 per annum rent (if demanded) over a slightly enlarged skate park area. The lease replaces the previous lease of 10 years duration expiring January 2019, otherwise on substantially the same terms. The new lease being required to enable PTC to undertake resurfacing and other improvement works to the skate park.

**To approve the entry into the lease with North Somerset Council (as landlord) and Portishead Town Council as tenant and to authorise Martin Salisbury as Town Clerk to act on behalf of the Council to enter into the lease by the application of the Common Seal of Portishead Town Council, to make the Statutory Declaration, to acknowledge receipt of the Landlords Notice and take all other actions required to execute and register the lease and the councils interest in the lease (including authorising Star-Legal to swear the statutory declaration on behalf of PTC).**

## 13. Folk Hall Floor Refurbishment – *for approval*

Quotes or estimates have been received from three suppliers to sand, seal and re-varnish the main hall wooden floor. The supplier quotes (excl VAT) being:

	Supplier A	Supplier B	Supplier C
FH Main Hall Floor Refurbishment	£2,486	£2,491	c£2,800

The quotations being based on a visual inspection of the floor by the suppliers and for the same specification of work. This work forms part of a wider hall refurbishment project the status of which and costs to date (£9,700) are set out in the accompanying schedule.

**To approve acceptance of the quote from Supplier A and proceed with this work.**

#### **14. Grant of Bristol Road Playing Fields Access Licenses – for approval**

To receive a report on the grant of licenses to the residents of Bristol Road to directly access the playing fields.

**To approve the sending of letter inviting applications for the grant of licenses and the grant of licenses (substantially in the form set out in the report) to residents of Bristol Road requesting such. To authorise the Clerk or Deputy Clerk to grant licenses upon receipt of valid applications.**

#### **15. Repayment of Allotment Association Loans – for approval**

The final instalment repayment of loans was received in May from the Gertie Gales and North Weston Allotment Associations.

**To acknowledge the repayment in full of the loan of £1,500 made to Gertie Gales Allotment Association in January 2016 and the loan of £500 made to the North Weston Allotment Association in March 2018 and to release the association from any obligations under those loans.**

#### **16. Dog Bin Contract Renewal – for approval**

Quotes have been obtained for emptying and the disposal of waste from the Councils 14 dog bins, once a week (with 2 locations being emptied twice a week). The contract to be awarded for a year with a minimum Service Level Agreement (SLA) covering frequency, reliability, and quality of service. The supplier quotes (excl VAT) being:

	Supplier A	Supplier B	Supplier C
Dog Bin Waste Contract – per week	£97.00	£80.00	£115.00

**To approve acceptance of the quote from Supplier B and award the contract for this work, subject to agreement of satisfactory SLA.**

#### **17. To appoint Council representative on external bodies for the year 2020/21 – for approval**

**To appoint the following members to represent PTC in dealings with the external bodies for the year 2020/21:**

<b>External body</b>	<b>PTC Representative Members</b>
Twinning Association	Cllr J Davey
Portishead Youth Centre	Cllr T Slatter, Cllr N Holland, Cllr C Charles
Gerties Gales & North Weston Allotments	Cllr S Temple, Cllr R Cartwright
Citizens Advice North Somerset (CANS)	Cllr P Shepperdson, Cllr S Temple
Nailsea & District Community Transport	Cllr P Sterndale (Trustee)z
Portishead Partnership Steering Group – Portishead Childrens Centre	Cllr T Slatter, Cllr S Mason
Lake Grounds Management Committee	Cllr J Davey, Cllr C Goddard
Parish Wharf Winter Boat Storage	Cllr R Bull
Single Use Plastic Free Community Steering Group	Cllr R Cartwright
Portishead Fair Trade Association	Cllr S Mason

#### **18. Date of the next meeting – for information** The next scheduled Town Council meeting is to be held on Wednesday 15<sup>th</sup> July 2020 at 7.30pm.

