

# Portishead Town Council

## Minutes of Town Council Meeting

### on Wednesday 20<sup>th</sup> January 2021

### at 7:30pm

*The meeting was held remotely via Microsoft Teams. A video recording of the meeting will be available on the Town Council website.*

#### **In Attendance:**

**Chairperson:** Cllr Gardner

**Councillors:** Aldridge, Bull, Charles, Goddard, Holland, Mason, Shepperdson, Sterndale, Slatter, Temple, Davey\* (\*left before any voting took place)

**Staff & Others:** S. Sherborne (Assistant Clerk) and 15 members of the public and 1 member of the Press.

Councillor Gardner opened the meeting and welcomed everyone. He explained the order of the meeting may have to change to accommodate the Visit Somerset project presentation.

#### **TC 20.332 Apologies for Absence**

Apologies for absence were received and accepted from Councillors Snaden and Cartwright. Councillor Davey apologised for only joining the meeting briefly, but she is still recovering from an operation.

#### **TC 20.333 Declarations of interest & dispensation requests**

There were no declarations of interests or requests for dispensations.

#### **TC 20.334 Presentation from Hinkley Point C**

Chris Fayers (Head of EDF Environment for the Hinkley Project) along with his team Andrew Cockcroft (Communications), Peter Bryant (radioactivity specialist) and Emily Kennard (marine specialist) gave a presentation providing an overview of their application for a license to dredge sediment from the seabed by Hinkley Point C to facilitate intake and outfall structures for its cooling water system.

Two sites had been identified (Cardiff and Portishead) to dispose of the dredged material as its required to be kept within the Severn Estuary Special Area of Conservation. It was understood that Royal Portbury Dock have used the site near Portishead.

It was noted that radiation is part of everyday life and it was alleged that the radiation found in the sediment is natural. Examples of sediment radiation testing results were given: 5 times less than a yearly dose of drinking a cup of coffee once a week, 3,500 times less than having a chest CT scan. EDF already have a licence to dredge but has applied to the Marine Management Organisation to increase the area it can dredge. A 6-week public consultation will take place before the Marine Management Organisation makes its decision and then dredging will begin if the application is approved.

Chris offered members and the public present the opportunity to ask questions and here is a summary of the questions and answers:

The sediment will present no harm to the wildlife at the nearby Portbury Nature Reserve. No money will exchange hands for the sediment being put into the estuary at either Portishead or Cardiff. There is no control over this sediment moving with the tide.

Any feedback or further questions should be referred to the EDF team who will be happy to help.

## **TC 20.335 Chairperson report**

Richard Blows, the Town Council Liaison Officer from North Somerset Council was introduced. Richard's main role is to promote partnerships right across North Somerset and he was invited to give an update about this work. He has been heavily involved in the last ten months in responding to Covid-19 and North Somerset Together evolved. He will be working to cement this type of engagement with the community alongside its partners including parish councils, volunteers, and businesses. Members thanked Richard for joining the meeting and for providing an update.

**Covid19** - thanks was also given to the Town Council staff for their hard work during difficult times. No firm details yet but the Folk Hall is being considered as a vaccination centre.

**Marina Gardens** - has been purchased by Alliance Homes. Consultation currently being offered but no planning application available for consideration.

**Portbury Nature Reserve** – a new site for the Splash Sculpture is being investigated but the sculpture is damaged so investigations are being made about how best to repair it.

**Marina** – education/provision/signage issue resulting in littering around the Marina recently. The Town Council installed extra bins as a short-term measure but will be working with Turn the Tide and North Somerset Council to put a long-term plan in place.

**Esplanade** - flood gates to be installed by North Somerset Council imminently. Ideas to bring in future investment to the Lake Grounds and how to involve the community are being investigated.

**Consultations** – Public Space Protection Order, Active Travel Strategy, Public Library have now closed.

**Visit Somerset** – a presentation will follow shortly.

## TC 20.336 Public Participation

Mrs Lin Morrissey stated that the surface of the footbridge linking Brampton Way to Heron Gardens is dangerous. Signage warning of ice are in situ, but it is a surface issue. The Assistant Clerk will take the matter up with North Somerset Councils Area Officer.

Mrs Ann Townsend spoke in relation to the Extraordinary virtual meeting on 30<sup>th</sup> September and referred to the Wyndham Way Study Area Placemaking. She did not feel that appropriate infrastructure was in place. She asked what level of infrastructure would deem future developments acceptable and if Portishead Town Council would continue supporting local businesses that will be affected? There is no information on the website to answer her questions. Her permission to use her full name in the Minutes was given.

Mrs Annette Hennessy:

- spoke in respect to the rewilding project in the town and the correspondence she had received from John Ley-Morgan. She is disappointed that there is no online information outlining the outcome of the subsequent consultations made at specific sites.
- expressed her disappointment that the discussions held by the Steering Group for the Wyndham Way project have been kept confidential. There is concern that this project will go ahead without commercial units being rehoused and that residential properties will be built without the necessary infrastructure being in place. Reference was made to a resolution made by the last administration, not to build until the necessary infrastructure is in place, which had not been revoked.
- asked if the Neighbourhood Planning volunteers are aware of the discussions being held by the Wyndham Way Steering Group?
- referred to the information on the Town Council's website regarding the installation of gates on the Esplanade and noted that no public consultation had taken place.
- raised concerns about agenda item 12 regarding social media policies that were not attached to consider.

Councillor responded:

- Gardner: In terms of the Wyndham Way project, the Town Council voted to join a Partnership with North Somerset Council and Aberdeen Standard representing Phoenix Life. There is a memorandum of understanding explaining the partnership and that commercially sensitive information will not be divulged unless agreed by the Partnership steering group. He expects there to be a draft stage one report will be issued in February to be reviewed by all of the Partnership organisations. It is currently planned that this report will be made public during March. Depending on the report recommendations, a much more detailed public consultation would take place as stage two of the project before any potential planning application is made. Councillor Huw James agreed to forward Mrs Townsend a copy of the output from the recent

Wyndham Way steering group meetings as soon as they are released into the public domain.

- Slatter: each time temporary barriers are installed for events/flooding at the Esplanade it costs two hundred pounds. The gates were expected to save North Somerset Council money in the long-term.

## **TC 20.337 Presentation – Visit Somerset**

John Turner, Chief Executive Officer, from Visit Somerset gave a presentation on the project that will be supporting the economy in North Somerset. This included a slide show of a website they had put together for Minehead. He introduced Corrina Parkinson (Tourism Manager, North Somerset Council) and Giles his colleague.

Essentially, he would be working with North Somerset Council to help realign the visitor economy following decline and damage due to a lack of change in infrastructure and the covid-19 pandemic. He will be working with other towns, including Nailsea, to ensure all towns within North Somerset are digitally connected alongside businesses e.g., Thatcher's cider.

He shared google analytics showing the levels of audience for Portishead and nearby towns. They need information and good photographs about Portishead: visitor information, things to do, shopping available, festivals and events, places to stay, and the type of food and drink available. The site will also include a live chat, text help and will translate to 100 different languages.

Visit Somerset with the assistance of North Somerset Council, Sarah Jackson and a Portishead Town Councillor will provide some exciting three dimensionally pages on one of the largest digital platforms in the county, which generates between 850 thousand to 1 million users annually (Amazon Prime has 15 million users in Great Britain in total).

The deadline to work towards has been set - 31<sup>st</sup> March 2021.

Members thanked John for his enthusiastic presentation. The meeting further understood that funding for the provision had been provided by North Somerset Council, with exception to officer's time to help put the information and photos together. It was understood that Councillor Davey (if recovered from a recent operation) and Sarah Jackson would be the point of contact.

## **TC 20.338 Approval of the Minutes of the last Ordinary Town Council meeting**

**Resolved** – the Minutes of the last Ordinary Town Council meeting held on 18<sup>th</sup> November 2020 are confirmed as a true record and will be signed by the Chairman.

## **TC 20.339 Approval of Minutes of the last Extraordinary meeting**

**Resolved** – the Minutes of the last Extraordinary Town Council meeting held on 16<sup>th</sup> December 2020 are confirmed as a true record and will be signed by the Chairman.

## **TC 20.340 To receive reports from North Somerset District Councillors**

Councillor Huw James:

- North Somerset Council are currently consulting: Unpaid Carers, Health and Wellbeing and Adult Day Care. 1700 people responded to the Local Plan consultation.
- A business hotline has been set up to help local business, including grant funding.
- Somerset Together will be working with schools for free school meals during half term and children who need laptops for home schooling. Anyone needing help should inform the school.

Councillor Holland:

- There is a webinar on 28<sup>th</sup> January for business grants, details will be available on the website.
- Space still available on the Citizens Panel for anyone interested.
- School term dates consultation open. Best way is to sign up to North Somerset Consultation facility <https://n-somerset.inconsult.uk/consult.ti/system/register>
- Government consultation open on how GCSE and O Level grades can be awarded in summer 2021 (ends Friday).

## **TC 20.341 To receive reports from Portishead Town Councillors**

Councillor Bull:

- Dedicated consultation page will be introduced to the Town Council website.

## **TC 20.342 Finances November & December 2020**

**RESOLVED** – the schedule of payments and bank reconciliations for November and December 2020 were approved.

## TC 20.343 Review of Portishead Town Council Policies

Members were asked to review the following policies:

- a. Acceptable Use of IT Policy – Update
- b. Expenses Policy – New
- c. Business Continuity Policy – New
- d. Complaints Policy – Update
- e. Death of a Senior Figure Policy – New
- f. Dispensation Policy – Update
- g. Media & Press Release Policy – New
- h. Meeting Filming & Recording Policy - Update
- i. Member & Officer Protocol – New
- j. Training & Development Policy – Update
- Counter Fraud & Corruption Policy – Retire & remove
  
- k. Internal Control Policy – New
- l. Document Retention & Disposal Policy – New
- m. Information Security Incident Policy - New

**RESOLVED** – members to review the policies and submit their comments to the Projects Officer (Martin) so that these can be consolidated. If required, a meeting will be convened at a later stage to discuss the consolidated comments.

## TC 20.344 Portishead Town Council becoming a Real Living Wage Employer

The Living Wage Foundation has set a voluntary higher “Real Living Wage” at £9.50 per hour outside of London. The current National Living Wage (previously the national minimum wage) is £8.72. Government has announced its intention to increase this to £10.46 by 2025. It was estimated that this increase would cost the council approximately £1200 (one thousand two hundred pounds) per year.

**RESOLVED** – the council becomes a Living Wage employer from 1<sup>st</sup> April 2021 and from that date will pay the higher of the SCP pay scale rate for the relevant staff grade, the Real Living Wage, and the National Living Wage.

## TC 20.345 Minutes of committee meetings

Members noted the Minutes of the following committee meetings:

- 2<sup>nd</sup> December 2020                      Planning Advisory
- 9<sup>th</sup> December 2020                      Community Matters
- 6<sup>th</sup> January 2021                         Planning Advisory
- 13<sup>th</sup> January 2021                        Community Matters

Councillor Holland reported that the planning application for 393 Nore Road, Portishead, as discussed at the Planning Advisory meeting on 6<sup>th</sup> January, had been withdrawn.

## TC 20.346 Date of next meeting

The date of the next meeting is Wednesday 17<sup>th</sup> March 2021.

## TC 20.347 Exclusion of Press and Public

That pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted – commercially confidential.

**RESOLVED** – the public and press be excluded from the meeting.

*Assistant Clerk note: Teams recording of the meeting was stopped and Councillor Shepperdson left the meeting.*

## TC 20.348 Disposal of Heavens Field Land

Members considered the disposal of land c420m at Heavens Field and noted its market value of £15,000 (fifteen thousand pounds) from an independent valuer.

**RESOLVED** – to dispose of land and to instruct legal advisers to draw up a contract for that disposal with delegated authority being given to councillors Gardner and Aldridge to execute the transaction on behalf of the council. The disposal price being the open market value of the land £15,000 (fifteen thousand pounds) and the disposal being subject to the following conditions:

- North Somerset Council to amend the restrictive covenant for use of the land for a consideration of £5,000,
- Any required planning consent for change of use is the responsibility of the purchaser,
- All parties to bear own legal costs and other fees in respect of the covenant amendment, sale, and purchase,
- A contribution of £2,500 to be received from the purchaser towards covenant waiver and legal costs,
- Net funds received are to be ringfenced and applied to improve public play and other facilities at Heavens Field,
- The requirements of s123 and s127 LGA1972 for the approval and advertisement of the disposal being complied with.

Councillor Aldridge agreed to contact the purchaser and let them know.

Meeting closed 9.30pm

Signed: .....  
Councillor Paul Gardner, Chairman