

**MINUTES OF THE 291st ORDINARY MEETING OF
PORTISHEAD TOWN COUNCIL
12th JULY 2017 7.30pm**

PRESENT Councillor: Cottrell (Chairman of the Council) – in the Chair

Councillors: - *Burden, Cameron, Clark, M. Cruse, R. Cruse, Huffadine-Cooper, Koops, Mason, & Mitchell

Mrs. J. Duffy, Clerk, RFO & Proper Officer to the Council and one member of the press

There were approximately 52 members of the public present.

2824 APOLOGIES (Agenda item 1.)

There were four apologies for absence; Cllrs Oyns, Pasley, Terry and Lord

2825 DECLARATIONS OF INTEREST (Agenda item 2.)

There was one declaration of interest recorded in the Declaration of Interest Register.

Cllr. Mason declared a personal interest in agenda .13 as she is acquainted with the neighbour of planning application 17/P/1299/MMA

2826 REPORTS TO COUNCIL (Agenda item .3)

Portishead in Bloom (PiB)

Cllr. Cottrell spoke on behalf of Portishead in Bloom. The South West in Bloom judges will be visiting and touring the Town on Friday 14th July. The judges will look around the town as a whole not just the floral displays in the centre.

Christmas Lights Committee

Jonathan Lewis spoke on behalf of the Christmas Lights Committee. He explained that they had between 30 and 40 volunteers at Portishead Carnival, all went well. They also helped out at the Raft Race.

Avon & Somerset Police

A report was tabled from PC Jenny Clark. A copy of the report is attached as appendix 'A' and forms part of these minutes.

2827 PUBLIC PARTICIPATION (Agenda item .4)

There were 12 members of the public in attendance who wished to address the meeting: -

- A resident spoke about the Vexatious Requests Policy also about North Somerset Council (NSC) meddling with Portishead Town Council and the town.
- A resident spoke about an FOI request to NSC regarding a meeting which Cllr Felicity Baker attended in relation to the Portishead skate/wheels park. The resident then read from a letter which will be sent to the dual hatted members of the Town Council.
- A resident spoke about the wheels park and requested that Cllrs. Pasley, Oyns and Terry should not sit on any wheel's park working party.

**Clerk's Note: Cllr. Burden joined the meeting at 7.50pm*

- A resident spoke about the parish poll and the skate/wheels park and asked if things have progressed. The resident went on to request that Cllrs. Pasley, Oyns and Terry should not sit on any wheel's park working party.
- A resident spoke about the parish poll result and the skatepark. The resident also requested that Cllrs. Pasley, Oyns and Terry should not sit on any wheel's park working party.
- A resident spoke about the money being spent in Weston-super-Mare and the poor state of Portishead Precinct, also about having infrastructure in place before additional housing.
- A resident spoke about the popularity of the outdoor gym equipment on the Lake Grounds and also about people leaving burning barbecues along the promenade, notices should go on the bins.
- A resident spoke about the replacement projector requested for Redcliffe Bay Hall and asked if it could be installed before 7th September.
- A resident spoke about getting temporary road signs removed prior to the South West in Bloom judging day and also about Cllrs. Pasley, Oyns and Terry not being allowed to sit on any wheel's park working party.
- A resident spoke about a skate park and said that Cllrs. Oyns and Pasley should be disqualified from any discussions and Cllr Cameron should also not take part. The resident also spoke about overgrown verges and paths around the town particularly Avon Way.
- A resident spoke about the Lake Grounds gym equipment being well used, stating it is an asset to Portishead.
- A resident spoke about NSC's civil enforcement officers (CEO's) working in Portishead and asked if the Town Council can request more hours?

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

2828 CONFIRMATION OF MINUTES (Agenda item .5)

The following recommendation was made:

The Minutes of the 290th Ordinary Meeting of Portishead Town Council held on 14th June 2017 are confirmed as a correct record. The Minutes were duly signed by the Chairman.

A vote was taken with all in favour of the recommendation.

2829 TO RECEIVE A REPORT ON A COMMUNITY GOVERNANCE REVIEW
(Agenda item .6)

The following recommendation was made:

Portishead Town Council publishes a petition template form for the public to download and fill-in, if they are in favour of a community governance review.

A vote was taken with all in favour of the recommendation.

**2830 TO DISCUSS HELPFUL INFORMATION FOR THOSE WISHING TO
CONTRIBUTE DURING PUBLIC PARTICIPATION – CLLR. CAMERON**
(Agenda item .7)

The following recommendation was made:

Portishead Town Council makes available a copy of the agreed, "Helpful Information for those wishing to contribute during public participation". The document will be placed on the Council's website and made available on the public signing in table at Council meetings.

A vote was taken with all in favour of the recommendation.

2831 PROPOSED AMENDMENT TO STANDING ORDER 4 (I) & (M) (Agenda item .8)

It was proposed to make the following amendment to standing orders 4 (I) and (M).

The Committee will consist of 8 members: The Chairman, Vice Chairman, and normally 2 councillors representing each of East and West Wards, and 1 councillor representing each of North and South Wards. It is permissible to depart from this pattern of representation only if all wards are represented on the committee. The membership will be appointed at the Annual Meeting of the Town Council.

The additional amendment “The quorum of this committee will be 3 ~~members~~ councillors” was briefly discussed and will stand adjourned until the August Town Council meeting.

The following resolution was made:

The amended Standing Orders 4 (l) and (M) was agreed to be amended to:

The Committee will consist of 8 members: The Chairman, Vice Chairman, and normally 2 councillors representing each of East and West Wards, and 1 councillor representing each of North and South Wards. It is permissible to depart from this pattern of representation only if all wards are represented on the committee. The membership will be appointed at the Annual Meeting of the Town Council.

A vote was taken with all in favour.

2832 TO DISCUSS SPECIAL EXPENSES LETTER (Agenda item .9)

The following recommendation was made:

Portishead Town Council contacts Nailsea, Weston-super-Mare and Clevedon Town Councils via the Chairman and Clerk to see if a common approach can be found with regard to special expenses.

A vote was taken with a majority in favour.

2833 GRANT APPLICATION – FRIENDS OF PORTBURY WHARF NATURE RESERVE (Agenda item .10)

The following recommendation was made:

Portishead Town Council awards a grant to the Friends of Portbury Wharf Nature Reserve of £274.91 towards the costs of their public liability insurance.

A vote was taken with all in favour.

2834 CLERK’S REPORT (Agenda item .11)

The Clerk’s report had been previously circulated to members.

- **JD15/2017: SCHEDULE OF PAYMENTS AND BANK RECONCILIATION / CASH STATEMENT FOR THE MONTH OF JUNE 2017**

The following recommendation was made:

The Schedule of Payments for the month of June 2017 and bank reconciliation was noted.

A copy of the Schedule of Payments is attached and forms part of these minutes.

- **JD16/2017: ACTIVITIES/PROJECTS PROGRESS UPDATE**

The following proposal was made:

The Activities/Projects progress report for June/July was noted.

A vote was taken with all in favour of noting the Clerk's report.

2835 RECREATION AND WORKS COMMITTEE (Agenda item .12)

The minutes of the Recreation and Works Committee Meeting held on 28th June 2017 had been previously circulated to members.

Cllr. Cottrell ran through the minutes of the Recreation and Works Committee.

RW1706 TO DISCUSS A REQUEST TO REPLACE THE EXISTING PROJECTOR SCREEN AT REDCLIFFE BAY HALL

The following recommendation was made:

Portishead Town Council agrees to the purchase of a new replacement projector screen for Redcliffe Bay Hall at a cost of £379.99+VAT

A vote was taken with all in favour.

RW1707 TO DISCUSS THE USE OF SOCIAL MEDIA

The following recommendation was made:

Portishead Town Council forms a small working party with the Clerk to look into what being on social media could do for the Town Council and what benefit it could have as a consequence for the residents of Portishead.
A working party is formed from Cllrs. Cottrell, Cameron, Huffadine-Cooper and Mason.

A vote was taken with all in favour.

RW1708 TO DISCUSS "PUMP TRACKS" – CLLR. OYNS

The following recommendation was made:

Portishead Town Council has an outline discussion with North Somerset Council on the feasibility of using land for a 'pump track'.

A vote was taken with a majority in favour.

RW1709 TO RECEIVE A REPORT ON THE REFURBISHMENT OF NORTH WESTON VILLAGE HALL'S WOODEN FLOOR

The following recommendation was made:

Portishead Town Council approves quote A to sand back to bare wood, vacuum floor thoroughly, apply a prime coat, apply silk matt heavy duty commercial varnish, de-nib floor prior to applying 2 further coats of silk matt heavy duty commercial varnish and finally 4 coats of seal at a cost of £1,100 + VAT.

A vote was taken with all in favour.

RW1710 TO DISCUSS A REQUEST FROM NORTH SOMERSET COUNCIL TO FUND THE REPLACEMENT OF A CLIMBING FRAME AT BROCKEND/NIGHTINGALE RISE PLAY AREA.

The following recommendation was made:

The item was deferred to allow the Clerk more time to establish costs for a replacement climbing frame at Brockend/Nightingale Rise.

A vote was taken with a majority in favour.

Clerk's note: Cllr. Mitchell left the room at 9.00pm

RW1711 TO RECEIVE ANY UPDATES ON THE PILL PARK CONSULTATION

The following recommendation was made:

Portishead Town Council sends North Somerset Council a strongly worded letter requesting a further meeting to discuss the lack of progress with the project.

A vote was taken with a majority in favour.

RW1712 TO RECEIVE ANY UPDATES ON THE AVON WAY HALL CONSULTATION

The following recommendation was made:

Portishead Town Council notes that due diligence is being carried out on the organisation which has put itself forward to run Avon Way Hall.

A vote was taken with a majority in favour.

Clerk's note: Cllr. Mitchell returned at 9.02pm

The minutes of the Recreation and Works Committee held on 28th June 2017 are confirmed as a true record of the meeting and form part of these minutes.

2836 PLANNING AND REGULATORY COMMITTEE (Agenda item .13)

The minutes of the Planning and Regulatory Committee Meeting held on 5th July 2017 had been previously circulated to members.

Cllr. Burden ran through the minutes of the Planning and Regulatory Committee.

PL545 SECTION 2 – PLANNING MATTERS (RECOMMENDATIONS TO TOWN COUNCIL)

5. OTHER PLANNING MATTERS

5.1 LATE PLANNING APPLICATIONS

The Planning Register for plans registered with North Somerset Council week commencing 26th June 2017 were discussed, as follows:

17/P/1486/F 3 HOLLY RIDGE, PORTISHEAD, BS20 8BP

Erection of a single storey extension to the front elevation and changes to doors and windows

The following recommendation was made:

Portishead Town Council responds - no objection subject to no valid objections from neighbours.

A vote was taken with a majority in favour.

17/P/1496/HHPA 3 Malin Parade, Portishead, BS20 7GZ

Prior approval request for the erection of a single storey rear extension with a pitched roof that would 1) extend beyond the rear wall of the original house by 3.2 metres, 2) Have a maximum height of 2.5 meters and 3) have eaves that are 2.5 metres high

The following recommendation was made:

Portishead Town Council responds – Portishead Town Council notes that it is not required to consult on householder prior approval applications.

A vote was taken with a majority in favour.

17/P/1508/F Honey Tree Nursery, 13 Stoke Road, Portishead, BS20 6BQ

Creation of office and training room within roof and a terrace with screen on existing flat roof

The following recommendation was made:

No objection subject to there being no adverse overlooking on neighbouring properties.

A vote was taken with a majority in favour.

5.3 CAR PARKING & ROAD MARKINGS

The following recommendation was made:

Portishead Town Council writes to North Somerset Council to request that they return to Burlington Road to complete the road markings.

The title of this section be changed from 'Car Parking & Road Markings' to 'Highways Update'.

A vote was taken with a majority in favour.

5.4 CLAVERHAM NEIGHBOURHOOD PLAN

The following recommendation was made:

Portishead Town Council responds – No comment

A vote was taken with a majority in favour.

5.5 LAND ADJACENT TO 1 ST. PETER'S ROAD, PORTISHEAD

The following recommendation was made:

Portishead Town Council upholds its objection to planning application 17/P/0785/F - the unreasonable relaxation of age restriction due to parking and other constraints.

A vote was taken with a majority in favour.

5.6 PLANNING APPLICATION 17/P/1229/F – PROPOSED RESIDENTIAL DEVELOPMENT OF 35 NEW HOMES, PARKING, LANDSCAPING AND ALL ASSOCIATED INFRASTRUCTURE - SECTION 106

The following recommendation was made:

Portishead Town Council responds that it continues to object to the loss of employment land and that the proposed S106 funding does not mitigate this loss.

Portishead Town Council requests that the relevant Ward District Councillors (Cllr. Oyns and Pasley) call the application to North Somerset Council's Planning & Regulatory committee if it is recommended for approval.

5.7 COMMUNITY RESILIENCE – NORTH SOMERSET – WORKSHOP AND INDUCTION PROGRAMME

The following recommendation was made:

To encourage members to attend.

A vote was taken with a majority in favour.

The minutes of the Planning and Regulatory Committee held on 5th July 2017 are confirmed as a true record of the meeting and form part of these minutes.

2837 MATTERS THE CHAIRMAN WISHES TO PUT BEFORE THE COUNCIL (Agenda item .14)

The report was noted.

Portishead Town Council attends Business Outlook Portishead at Gordano School on 15th September. The Council will rent a table top stand and Cllrs Mason and Cottrell will attend the event as well as the Clerk.

2838 ITEMS FOR THE NEXT MEETING (Agenda item .16)

The following items were submitted for the next agenda.

1. Portishead Wheels/Skate park

2839 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.”

A vote was taken with all in favour.

Clerk's note: The press and public left the meeting at 9.14pm, the meeting reconvened at 9.17pm.

2840 TO RECEIVE AN UPDATE ON BRISTOL ROAD PLAYING FIELDS (Agenda item .16)

Mr. Kris Soni from Portishead Town Football Club addressed the Town Council.

Clerk's note: Cllr Burden declared a personal interest in the Flower Show Field as he is a trustee.

Portishead Town Council welcomes the proposal from Portishead Town Football Club and looks forward to a formal presentation with more detail at a future council meeting.

2841 TO DISCUSS LAND AT HEAVENS FIELD (Agenda item .17)

There was nothing to be discussed.

There being no other business the Chairman closed the meeting at 9.49pm.

.....Chairman

9th August 2017