

**MINUTES OF THE 306th ORDINARY MEETING OF
PORTISHEAD TOWN COUNCIL
12th SEPTEMBER 2018 7.30pm**

PRESENT

Councillor: Cllr. Mitchell – in the Chair

Councillors: - Burden, Cameron, Clark, Cottrell, M. Cruse, R. Cruse, Huffadine-Cooper, Koops, Mason, *Pasley, Oyns and Terry

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

There were 17 members of the public present.

3054 APOLOGIES (Agenda item 1.)

There was one apology for absence; Councillor Lord

3055 DECLARATIONS OF INTEREST (Agenda item 2.)

There were 4 declaration of interest recorded in the Declaration of Interest Register.

Councillors Mason declared a personal interest in agenda item .11 (planning application 18/P/3859/TPO) as she is acquainted with the applicants neighbour.

Councillors Oyns and Pasley stated that any views they expressed on matters to also be considered at North Somerset Council would be provisional and based on the facts currently known. They would be exercising their rights to reconsider the matter afresh when the matter went before North Somerset Council.

The Clerk stated that Cllr. Burden has requested dispensation to allow him to enter into discussions about the possible purchase or long-term lease of land in Portishead. The Clerk confirmed that she has granted dispensation to participate in discussions but not vote on such matters. This dispensation has been applied to agenda item .12 and will be in force until May 2019.

Cllr. Pasley stated that he will leave the meeting before agenda item .12 is discussed as it falls within his Executive Member portfolio at NSC.

3056 PUBLIC PARTICIPATION (Agenda item .3)

There were 8 members of the public in attendance who addressed the meeting:

- Ms. Tanya Slatter requested that Cllr. Oyns responds to the questions raised at the last Council Meeting.

Cllr. Oyns confirmed that he will respond.

- Mr. Ken Smith asked the Chairman what he meant by his statement at the beginning of Public Participation?

Cllr. Mitchell explained that he is not prepared to allow accusations, rumours and innuendo to be aired in the meeting. Evidence of anything illegal or corrupt must be directed to the Monitoring Officer or the Police.

- Ms Lyn Morrissey spoke about potholes on Bristol Road and the recent tarmacking by St. Peter's School. She asked the Council if they could find out how much Clapton Lane road calming measures cost and if they comply with height standards? She asked if the wide verge on Bristol Road could be considered for a planting scheme to reduce car pollution and also if the matter of vexatious allegations could be cleared up quickly.
- Mrs. Janet Davey asked if the Council could find out who owns the land outside the West Hill Pharmacy and asked if they are aware that the corner stone is broken and dangerous. Finally, she asked for an apology from councillors with regard to the false allegation made against her at the last Town Council meeting.
- Mr. Chris Holman asked for apologies from Cllr. Cottrell, the Clerk and Cllr. Burden with regards to PRAM and PACT meetings. He spoke about the lack of action with regard to resolving the safety issues at Avon Way.
- Mrs. Annette Hennessy spoke about the lack of response to questions raised regarding the PRAM meeting. She raised a number of points with regard to the Clerks report on Public Participation. Finally, she spoke about the letter from the Council stating that she was vexatious.
- Mrs. Sandy Tebbutt spoke about the possibility of the Town Council installing a drinking water fountain as a fitting memorial to those that gave their lives during WW1. She detailed the research she has done including finding a location and putting a small plaque on the fountain. She hoped that the ticket sales from the concert on 4th November will finance the buying and installing of the drinking fountain, also that the Town Council will do something tangible to commemorate the 100th Anniversary of WW1.
- Mr. Paul Maltby requested that the public are allowed to stay whilst Horatio House/Station Road is discussed, up to the point where figures and contracts are mentioned.

Cllr. Mitchell agreed to this suggestion.

**Clerk's note: Cllr. Pasley joined the meeting at 7.50pm.*

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

3057 REPORTS TO COUNCIL (Agenda item .4)

There were no reports to Council.

3058 CONFIRMATION OF MINUTES (Agenda item .5)

The following recommendation was made:

The Minutes of the 305th Ordinary Meeting of Portishead Town Council held on 8th August 2018 were confirmed as a correct record. The Minutes were duly signed by the Chairman of the meeting.

A vote was taken with all in favour.

3059 CLERK'S REPORT (Agenda item .6)

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

- **JD27/2018: SCHEDULE OF PAYMENTS AND BANK RECONCILIATION / CASH STATEMENT FOR THE MONTH OF AUGUST 2018**

The Clerk advised the meeting that the schedule of payments will be corrected to reflect a £10 refund cheque, also that the CIL bank account is to be added to the bank reconciliation.

The Schedule of Payments for the month of August 2018 and bank reconciliation were noted.

- **JD28/2018: ACTIVITIES/PROJECTS PROGRESS UPDATE**

The activities and project progress report was noted.

- **JD29/2018: RESPONSES TO PUBLIC PARTICIPATION AUGUST 2018**

The responses to public participation were noted.

3060 TO RECEIVE A VERBAL UPDATE FROM THE WW1 CENTENARY WORKING PARTY – CLLR. CAMERON (Agenda item .7)

Cllr. Cameron briefed the meeting on the activities of the WW1 Centenary Working Party.

- It was suggested that a poster could be produced listing all the events taking place in Portishead. This would require a small amount of expenditure.

Clerk's note: A member of the public suggested the Council sets a design competition for the students of Gordano School.

- The virtual Book of Remembrance will be having a small amount of work carried out on it shortly, including additions.
- Hard copy of the Book of Remembrance has been researched by Brian Stokes. Permission has been sought for it to go in the library. The cost of the book and display cabinet is likely to be in the region of £2,000.
- A drinking fountain will cost £480 to purchase, in addition a plaque would need to be purchased. Plumbing the fountain in would be at an additional cost. Permission would be required from the land owner of the Piazza. The members discussed the Council covering the costs of the drinking fountain.
- Excess monies generated from the sale of tickets for the Concert could go towards a nominated cause e.g. Help the Heroes or Royal British Legion.
- The Memorial Trail is no longer taking place.
- The Battery Point Beacon is being progressed by the Clerk and Tony Tween of Gordano Scouts.
- The Royal British Legion will be arranging the Remembrance Day Parade and they are also making a Poppy themed display at St. Peter's Church in conjunction with the wall panel.
- North Somerset Council and Fields in Trust will be jointly hosting an event on 17th October to recognise Battery Point as a Centenary Field.
- The retailers in the High Street could be asked to produce a WW1 themed window display. Cllr. R. Cruse offered to distribute flyers inviting them to take part.
- Portishead in Bloom are creating a River of Poppies in Jubilee Park from 3rd November for 3 weeks.

The following resolution was made:

Portishead Town Council purchases one Book of Remembrance in a cabinet, plus a reference copy of the book. The display cabinet will cost £1,500, plus £225 for the set-up fees for the book and £65 per copy printed.

A vote was taken with a majority in favour.

The following resolution was made:

Portishead Town Council purchases and installs a drinking water fountain in the Piazza subject to landlord's permission being granted at a cost of no more than £750 and cover the associated running costs for said drinking water fountain.

A vote was taken with all in favour.

3061 To Review an update from the Standing Orders Working Party (Agenda item .8)

The following recommendation was made:

Portishead Town Council adopts the revised Standing Orders.

A vote was taken with all in favour.

3062 To discuss Special Expenses (Agenda item .9)

Clerk's note: Cllr. Pasley left the meeting at 8.42pm

Councillors and the public were invited to contact the office if they are unhappy with the level of work carried out under the Parks and Street Works contract or think more should be done by Glendale on behalf of North Somerset Council (NSC). It may be that the work should be carried out and hasn't or that the Town Orderly could take it on. The Town Council will ensure that it gets the service that the public are paying for.

The meeting discussed Special Expenses at length and the lack of evidence of an agreement with NSC which will enable the Town Council to influence the level of Special Expense and the service level within the Parks and Street Works contract.

Cllr. Terry stated that the only agreement the Council has is with the Collection Authority, which is not North Somerset Council. There is no evidence that the Executive of North Somerset Council have agreed that Portishead Town Council will be consulted on the level of Special Expense and the service provided by the contract. Without this evidence Cllr. Terry felt that the Town Council should withdraw its offer to include Special Expenses within its precept.

The following resolution was made:

Portishead Town Council advises North Somerset Council that as from April 2019 it will no longer include the Special Expense demand within the Town Council's Precept.
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A vote was taken with a majority in favour. Councillors Burden and Oyns abstained from voting.

3063 Recreation and Works Committee (Agenda item .10)

The minutes of the Recreation and Works Committee Meeting held on 29th August 2018 had been previously circulated to members.

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

RW1852 TO DISCUSS THE CONDITION OF THE LAKE AT THE LAKE GROUNDS

The meeting briefly discussed other issues at the Lake Grounds including the condition of the boat house and café. It was suggested that the Town Council pushes NSC to seek funding, for example bidding for Heritage Lottery funding to improve and upgrade the whole area. It was suggested that the Town Council could provide seed funding to start this process.

RW1857 ITEMS FOR NEXT MEETING

1. Town Orderly, to receive an update on works completed including photographs.
2. To receive a report on Green Spaces (if available).
3. To receive an update on the lake at the Lake Grounds (if available).
4. To discuss the state of the pavements outside the shops on the High Street. There is concern surrounding the lack of information regarding ownership of the land, which used to be the front gardens to the shops. The Clerk is to write to Bristol City Council in an attempt to establish which sites are owned by them between Cabstand and Roath Road/Albert Road.
5. Update on the Precinct.

The minutes of the Recreation and Works Committee held on 29th August 2018 are confirmed as a true record of the meeting and form part of these minutes.

3064 PLANNING AND REGULATORY COMMITTEE (Agenda item .11)

The minutes of the Planning and Regulatory Committee Meeting held on 5th September 2018 had been previously circulated to members.

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

PL653 SECTION 2 – PLANNING MATTERS (RECOMMENDATIONS TO TOWN COUNCIL)

5. OTHER PLANNING MATTERS

5.1 LATE PLANNING APPLICATIONS & CONSULTATIONS

**18/P/3962/FUH PUZZLEWOOD, WOODLANDS ROAD,
PORTISHEAD, BS20 7HF**

Proposal for front and rear extensions to the property, alterations to the roof and remodelling of the interior.

The following resolution was made:

No objection.

A vote was taken with all in favour.

18/P/4052/FUH 6 ASHDOWN ROAD, PORTISHEAD, BS20 8DP
Alterations to garage and roof over utility room

The following resolution was made:

No objection.

A vote was taken with all in favour.

5.2 HIGHWAYS UPDATE & PARKING

5.2.1 AVON WAY

Clerk's note: A member of the public Mr. Chris Holman interrupted Cllr. Burden and commented that he had not received any correspondence from the Council. Following the meeting Mr. Holman was shown a copy of the correspondence sent to him on behalf of Cllr. Burden inviting him to comment on the proposals for Avon Way.

The meeting briefly discussed the extent of the site visit area, which was reviewed by the working party. Cllr. Koops explained that the Working Party reviewed an area extending from the junction with West Hill to the Copper Beech Tree on Avon Way.

The following resolution was made:

Portishead Town Council approves the revised plans and the expenditure of £749.42 in order for the upgrade to take place.

A vote was taken with a majority in favour.

5.2.2 GORDANO SCHOOL PARKING

The meeting noted that North Somerset Highways Authority advised Gordano School Sixth Formers to park on Clevedon Road. This suggestion had been made due to parking issues created on Maysfield Close and Greenfield Park. It was stated that the width of the road is wide enough to allow three vehicles abreast. It was also noted that the parked cars assisted with traffic calming.

5.3. ROAD SPEED REVIEW

The following resolution was made:

1. Portishead Town Council approves the expenditure of £420.00 for North Somerset Council to obtain speed readings with a view to assessing Portishead Town Council's request to extend the 20mph speed limit on the High Street to where it meets Brampton Way.
2. Portishead Town Council responds to North Somerset Council to confirm the specific concerns it has and the reasons why it believes a strategic investigation should be undertaken in terms of the gyratory, based on a report it shall receive from the Road Speed Working Party. (This working party consists of Councillors Burden, Oyns, Koops and Mitchell.)

A vote was taken with a majority in favour.

5.4 PLANNING POLICY (ISSUES & OPTIONS)

Cllr. Burden confirmed that the Issues & Options Working Party has met and believe they have found a way forward with the consultation.

The following resolution was made:

- Portishead Town Council facilitates two meetings taking place before 10th December:
1. the Issues & Options Working Party should meet to discuss the consultation at the earliest opportunity. (The Working Party consists of Councillors Burden, Cottrell, Terry and Mitchell).
 2. Portishead Town Council in liaison with North Somerset Council should offer a public meeting to discuss the Issues and Options consultation.
 3. the Working Party will consider the questions posed within the consultation document. They will then consider potential responses to those questions. Following this, either a Special Planning or Council meeting will seek the agreement of the public with regard to those responses to the consultation. The Working Party suggests that the final draft is agreed by the first week in December.

A vote was taken with all in favour.

The minutes of the Planning and Regulatory Committee held on 5th September 2018 are confirmed as a true record of the meeting and form part of these minutes.

3065 TO DISCUSS THE LAND AT STATION ROAD/HORATIO HOUSE (Agenda item .12)

The following resolution was made:

Portishead Town Council is interested in seeking a valuation for the land at Horatio House for an amenity area. The cost of this exercise is to be taken from the Asset Transfer Reserve.

A vote was taken with all in favour.

3066 ITEMS FOR THE NEXT MEETING (Agenda item .13)

1. National Grid is to attend a public pre-meeting session to answer questions on the Hinkley Connection project.
2. To discuss the land at Station Road/Horatio House
3. Lease of land at Bristol Road, governance and compliance. (Recreation and Works).

There were no more items suggested for the next meeting and there being no other business the Chairman closed the meeting at 9.16pm.

..... Chairman

10th October 2018