

**MINUTES OF THE 296th ORDINARY MEETING OF
PORTISHEAD TOWN COUNCIL
13th DECEMBER 2017 7.30pm**

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

Councillors: - Burden, Cameron, Clark, M. Cruse, R. Cruse, Huffadine-Cooper, Koops, Lord, Mason and Oyns

Mrs. J. Duffy, Clerk, RFO & Proper Officer to the Council

There were approximately 41+ members of the public, two members of the press and one North Somerset Council officer present.

2908 APOLOGIES (Agenda item 1.)

There were 3 apologies for absence. Councillors: Mitchell and Pasley. Councillor Terry has an approved apology due to ill health.

2909 DECLARATIONS OF INTEREST (Agenda item 2.)

There were 2 declarations of interest recorded in the Declaration of Interest Register.

Cllr. Lord & R. Cruse both declared a personal and pecuniary interest with granted dispensation for matters relating to Portishead Youth Centre as they are both Trustees.

2910 PRESENTATION TO THE CHRISTMAS CARD COMPETITION WINNERS (Agenda item .3)

The Chairman presented certificates to the winners of the 2017 Christmas Card competition. The overall winner is Yestin Penolosa, with Izumi Pride winning the Gordano School prize.

2911 REPORTS TO COUNCIL (Agenda item .4)

WASP (Portishead Wheels and Skate Park)

A copy of the PowerPoint presentation is attached to these minutes under appendix 'A'.

Mr. Geoff Hardman spoke on behalf of WASP. He explained that they are a group of Portishead residents who have organised looking at Wheels and Skate Park locations and ways to move the skate park project forward. They wish to work with the Town Council.

Cllr. Cottrell confirmed that Portishead Town Council has agreed to fund the setting up of a community interest group. It was suggested that this item appears on the next Recreation & Works Committee Meeting agenda. The Chairman thanked the group for their presentation.

Eat Portishead

Bev & Sarah Milner-Simonds gave a presentation on behalf of Eat Portishead. They have been running free to attend, locally sourced Eat Festivals for the last 5 years. They are a 'not for profit' group which celebrates local food and drink. They outlined their proposal for the event which is set to take place on the 11th August 2018. They acknowledged it will take place at the same time as the monthly Portishead Farmers Market.

Several questions were raised by Councillors and were duly answered. The Chairman thanked them for their presentation.

Farmers Market

Mr. Mike Amos spoke on behalf of Portishead Farmers Market. He said that the Farmers Market supports and fully endorses the Eat Portishead festival. Mr. Amos gave a brief overview of the Market and made some suggestions to 'Eat Portishead' for their event in August. He advised that Cllr. Mason is the Town Council's representative on the Farmers Market Board. He asked Eat Portishead to work with the Farmers Market and Cllr. Mason to ensure that there are no conflicts and that the event is beneficial to both groups. He advised that 'Made in North Somerset' will be moving to Court Farm (in the High street) in October.

Christmas Lights Committee

Jonathan Lewis spoke on behalf of the Christmas Lights Committee. He explained that there are about 100 people helping with the lights. Key points this winter include the larger Christmas trees, the upgraded cabling and improvements to the West Hill lights.

The meeting gave a vote of thanks to the Christmas Lights Committee.

Clerk's note: The Chairman asked the meeting if they would agree to changing the order of the agenda and bring forward agenda item 7. The members agreed to the change.

2912 TO RECEIVE A PRESENTATION FROM NORTH SOMERSET COUNCIL ON THE PROPOSED WYNDHAM WAY ROAD WIDENING SCHEME (Agenda item .7)

Mr. Paul Paton of North Somerset Council (NSC) addressed the meeting regarding the proposed Wyndham Way road widening scheme. Government funding has been identified to make improvements to junction 19 of the M5, including some work on the surrounding road network. Highways England has developed a scheme through junction 19 which has helped to improve capacity, but the knock-on effect is to deliver more traffic, more quickly onto the local road network (e.g. Portbury One Hundred). NSC has carried out surveys of the local roads. Eighty percent of the traffic at the Sheepway roundabout is going across and 20% turns left. The proposal is to turn the section of Wyndham Way

inbound (Sheepway roundabout to the Sail roundabout) into dual carriageway. This will help alleviate congestion from the motorway and into Portishead. In the new year trial holes will be dug to enable them to better understand the ground conditions, prior to producing a design. The design will be brought back for consultation in the Spring. An article will appear in the North Somerset Times in February. The meeting was shown 3 computer simulations of the section of road (before, after and in the future).

The meeting asked Mr. Paton several questions about the scheme.

2913 PUBLIC PARTICIPATION (Agenda item .5)

There were 9 members of the public in attendance who wished to address the meeting: -

- Ms Barbara Bennett spoke about the Bristol Road playing field and commented on the flooding, the lack of progress in the project and the use of the word malicious in the Councils responses. She went on to query why the football club shouldn't be allowed to negotiate its lease and asked the following two questions:
 1. Why are the football club being encouraged to move off the playing fields?
 2. What are the Town Council proposing to put there instead?
- Mr. Bishop addressed the meeting about First Bus and queried why they operate empty double-decker buses which are damaging the towns infrastructure. He has contacted the CEO of First Bus, the Traffic Commissioner and NSC and all have shown little interest in the issue.

The Chairman suggested that this was added to a Planning Meeting agenda in order to see whether the Town Council can assist.

- Mr. Bob Bull spoke briefly about the Wyndham Way proposal and said he will make his views known during the consultation in the Spring.
- Mrs Townsend spoke about the agenda item regarding public participation. She hopes that the Council will open a two-way dialogue with the public and involve the public in discussion throughout.
- Mr. McGee spoke about the Wyndham Way proposals, the development of the Town and infrastructure. He raised two questions:
 1. How does Portishead Town Council keep North Somerset Council honest on matters of importance in Portishead?
 2. What is in place at NSC to ensure that no one is acting improperly, and what measures are in place to ensure that developers are not able to use their considerable wealth and influence to achieve things via 'backdoor routes'?
- Mrs. Hennessy spoke about the past year in the town and referred to; the Old Mill Road March, Somerset Football Association, the lack of consultation regarding Avon Way and the wheels park.

- Mr. Matti Hemming spoke in support of a skatepark. He explained who he is and that he works with disadvantaged children. He asked the Council to get behind young people and support them. Introducing skatepark facilities will reduce antisocial behaviour in Portishead.
- Mrs Holliman said she welcomes the consultation in Spring regarding the Wyndham Way proposal and hopes NSC will listen to the people of Portishead. She believes that the proposal does not go far enough. She said she is puzzled why there won't be a speed activation sign on Avon Way and requests that the decision is reconsidered.
- Mr. Smith was pleased to note that a NSC officer has attended a Town Council meeting. He also spoke about a recent television interview featuring a town councillor and commented on the veracity of the claims made. He also commented about public participation.

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

2914 CONFIRMATION OF MINUTES (Agenda item .6)

The following recommendation was made:

The Minutes of the 295th Ordinary Meeting of Portishead Town Council held on 8th November 2017 are confirmed as a correct record. The Minutes were duly signed by the Chairman.

A vote was taken with all in favour.

Clerk's note: minute 2903 SF424 Investment Working Party. It has not been possible to invest with either the Hampshire Trust Bank or the Cambridgeshire Building Society. Another alternative has been found in the Clydesdale Bank.

2915 MOTION TO COUNCIL – DEVELOPMENT IN PORTISHEAD Cllrs. Clark and Lord (Agenda item .8)

Portishead Town Council believes that further developments in the town will be damaging to the community unless there have been significant improvements to our infrastructure. Such improvements include the re-opening of a passenger railway service as well as additional educational and medical facilities. Single building plots may be supported but the conversion of retail and employment land will not be supported by the Town Council.

The meeting discussed the motion at length and the following points were made:

- Lack of progress with the railway
- Medical facilities within the town struggling to cope with the population increase

- Lack of social cohesion with children travelling outside of the town for schooling.
- The importance of Local Authority Councillors being made aware of the issues affecting Portishead and ensuring that each councillor is sent a copy of the motion.
- Concerns that Portishead Town Councils comments will be ignored.
- The motion being too rigid and the need to consider individual cases on their own merit.
- The inability for town councils to control where schools are built.
- The Town Council is to encourage the residents to speak up and comment on the Local Plan and the Joint Spatial Plan and have a voice in the Towns future.
- Concerns that the motion could prevent beneficial development in the future.
- The conversion of retail and employment land will not be supported.
- Acknowledgement that NSC is under pressure to allow residential development by central government.
- The inclusion of the planning inspector's (Mrs. Burden) comments and comments made by the Town Council regarding Article 4 Direction.

The following recommendation was made:

Further consideration is to be given to the wording of the motion at the January Planning Committee Meeting, linking it in with Mrs Burden's (Planning Inspector) letter and comments made by the Town Council on the Local Plan. The motion is to then come back to the January Town Council meeting.

A vote was taken with all in favour.

2916 TO RECEIVE AN UPDATE ON THE COMMUNITY GOVERNANCE PETITION
(Agenda item .9)

The Clerk confirmed that up to the 30th November 2017 the Council received 29 signatures. This has not met the 7.5% of the electorate required (approx. 1600 electors) to activate a review.

2917 TO DISCUSS SUGGESTIONS FOR CHANGES TO PUBLIC PARTICIPATION AT COUNCIL MEETINGS (Agenda item .10)

The meeting acknowledged that the lilac papers are a positive step forward. The suggestion was made that Councillors ensure answers are given to the Clerk at least a week before the next Council meeting so they can be included in the papers. A reason must be given to the public if a response is not available.

Cllr. Cameron addressed the meeting about enquires he has made regarding accusations made against Cllr. Pasley. He defended Cllr. Pasley.

Clerk's Note: The meeting was interrupted by a member of the public. The Chairman asked the member of the public to be quiet several times, but they refused. The member of public was asked to leave, but again refused. A vote was taken to suspend the meeting, with all in agreement. The meeting was suspended 9.40pm, and the police called. The meeting restarted at 10.10pm following police attendance.

The following recommendation was made:

The agenda item 'To discuss suggestions for changes to public participation at Council Meetings' is to go back on the January Town Council agenda with two options:

1. To keep public participation largely as it currently is, without debate between the Council and the public.
2. To set-up a small working party of councillors to see what might be done.

A vote was taken with all in favour.

2918 TO DISCUSS SUGGESTIONS FOR THE MARKING OF THE CENTENARY OF WORLD WAR I IN PORTISHEAD – Cllr Cottrell (Agenda item .11)

The Chairman advised that a small group had met on Monday 11th and had a useful meeting. They will meet again on Sunday 17th December to look at potential sites for the various options. A further meeting has been arranged for 29th December. People wishing to attend should make themselves known to the Clerk.

2919 CLERK'S REPORT (Agenda item .12)

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

- **JD29/2017: SCHEDULE OF PAYMENTS AND BANK RECONCILIATION / CASH STATEMENT FOR THE MONTH OF NOVEMBER 2017**

The Schedule of Payments for the month of November 2017 and bank reconciliation were noted.

- **JD30/2017: ACTIVITIES/PROJECTS PROGRESS UPDATE**

The Activities/Projects progress report for November/December was noted. The Chairman referred to an email from London & Cambridge regarding the paving slabs in Portishead Precinct. The meeting agreed that the Town Council should allow London & Cambridge to resolve the matter without its involvement.

- **JD31/2017: RESPONSES TO PUBLIC PARTICIPATION NOVEMBER 2017**

The responses to public participation were noted.

2920 RECREATION AND WORKS COMMITTEE (Agenda item .13)

The minutes of the Recreation and Works Committee Meeting held on 22nd November 2017 had been previously circulated to members.

The meeting agreed to take the minutes as read.

RW1772 TO RECEIVE AN UPDATE ON THE TOWN COUNCIL OFFICE REFURBISHMENT (Agenda item .5)

Resolved that:

The working party which is made up of the Staffing and Finance Committee reviews the quotes and makes recommendations to the Town Council/Budget Working Party.

RW1773 TO REVIEW AND AGREE CHANGES TO THE NORTH WESTON ALLOTMENT SITE RULES

Resolved that:

Portishead Town Council approves the changes as highlighted in the attached North Weston Allotment Committee Site Rules. (Appendix 'B')

RW1774 TO DISCUSS THE PUBLIC ARTS WEBSITE

Resolved that:

Portishead Town Council pays iconography the hosting fee for 2018 and awaits the outcome of the Gordano School and Weston College project.

RW1775 TO REVIEW QUOTES TO REPLACE THE FOLK HALL'S CURRENT SOUND SYSTEM

Resolved that:

Portishead Town Council approves quote B (ii) (Sound 4 Churches) to replace the existing system and hearing loop. Provide a delegate system with microphones for all councillors at a total cost of £4,619.08 plus VAT.

RW1776 TO REVIEW QUOTES RECEIVED FROM PORTISHEAD YOUTH CENTRE FOR THE REPLACEMENT OF FAULTY LIGHTS

Resolved that:

The Recreation and Works Committee deferred making a decision on the quotes until reassurance is received from the Youth Centre with regard to the quality of the fittings to be used. The quotes will be received at December Town Council

Clerk's note: Following further investigations with Portishead Youth Centre it was confirmed that Power Safe Electrical Engineers Ltd would be installing commercial components, manufactured in the UK with a 5-year guarantee, at a total cost of £3,422.86.

RW1777 TO DISCUSS THE FUTURE OF THE REDUNDANT BUS SHELTER ON HARBOUR ROAD

Resolved that:

Portishead Town Council considers moving the redundant bus stop to outside the Dental Practice on Nore Road. The Clerk is to review the site and seek costs for the relocation.

Clerk's note: The Queensbury shelters have historically cost the Council £5,053 each.

RW1778 TO SET UP OF A WORKING PARTY TO DISCUSS THE MARKING OF WW1 CENTENARY WITH A NEW WAR MEMORIAL, INCLUDING SETTING A BUDGET

Resolved that:

Portishead Town Council sets up a working party made up of Councillors Cameron, Clark, Cottrell and R. Cruse to take forward the idea of a Town Memorial. In addition, Sandy Tebbutt, Mike Johnson and a representative of the Portishead Royal British Legion were also suggested.

RW1782 BOUNDARY AT GERTIE GALES ALLOTMENTS

Resolved that:

The Clerk writes to the owners of 11 Mead Road requesting that they sign a 5-year renewable license agreement.

The licence will be granted for non-vehicular access only, with proper gates to be provided and all alterations to the Council's/property fence to be carried out in a professional manner. No dogs are to be allowed onto the allotments and householders are to bear all costs, including Council's legal expenses. The

licence is not transferable. The Town Council reserve the right to determine the licence on one month's notice.

The minutes of the Recreation and Works Committee held on 22nd November 2017 were approved as a whole and confirmed as a true record of the meeting and form part of these minutes.

2921 PLANNING AND REGULATORY COMMITTEE (Agenda item .14)

The minutes of the Planning and Regulatory Committee Meeting held on 6th December 2017 had been previously circulated to members.

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

PL583 SECTION 2 – PLANNING MATTERS (RECOMMENDATIONS TO TOWN COUNCIL)

5. OTHER PLANNING MATTERS

5.1 LATE PLANNING APPLICATIONS & CONSULTATIONS

17/P/5010/FUH 119 NORE ROAD, PORTISHEAD

Erection of a single storey glass room to front of dwelling

The following recommendation was made:

Portishead Town Council responds – no objection

A vote was taken with all in favour.

17/P/5016/FUH 25 NORE ROAD, PORTISHEAD

Conversion of garage to study/hobby room & erection of detached double garage

The following recommendation was made:

Portishead Town Council responds – no objection

A vote was taken with all in favour.

17/P/5026/NMA 26 SPRINGFIELD ROAD, PORTISHEAD

Non-material amendment to application 17/P/2220/F (Erection of a two storey rear extension) to change approved render finish to mixed red bricks

The following recommendation was made:

Portishead Town Council responds – no objection

A vote was taken with all in favour.

17/P/5030/FUH **5 DUNLIN DRIVE, PORTISHEAD**
Ground floor extension of kitchen and bathroom

The following recommendation was made:

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

A vote was taken with all in favour.

17/P/5053/MMA **17 ADMIRALS WALK, PORTISHEAD**
Minor material amendment to permission 17/P/1341/F (Proposed conservatory with application of render to part of the flank and front walls to match existing) to allow change in conservatory roof design from hipped to gable fronted

The following recommendation was made:

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

A vote was taken with all in favour.

17/P/5038/FUH **1 BEACHCLIFF, BEACH ROAD WEST, PORTISHEAD**

Proposed single storey extension and enlarged rear balcony.

The following recommendation was made:

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

A vote was taken with all in favour.

17/P/5037/FUL **LAND ADJACENT TO 73 WETLANDS LANE, PORTISHEAD**

Erection of 4no. semi detached dwellings

The following recommendation was made:

Portishead Town Council responds – objects on the grounds of cramped overdevelopment, loss of parking to No. 43, speed of traffic on the road at this point and out of keeping with the street scene. Portishead Town Council also requests that the relevant Ward District Councillor (Councillor Burden) calls the application to North Somerset Council’s Planning & Regulatory committee if it is recommended for approval.

A vote was taken with all in favour.

17/P/5035/FUH

61A HERON GARDENS, PORTISHEAD

Single storey rear extension and first floor extension over attached enlarged garage.

The following recommendation was made:

Portishead Town Council responds – Notes the neighbours concern but awaits a decision by the Town Council on 13/12/17.

A vote was taken with all in favour.

17/P/5112/FUH

224 DOWN ROAD, PORTISHEAD, BS20 8DG

Single storey side extension and infill below roof canopy to create front porch.

The following recommendation was made:

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

A vote was taken with all in favour.

5.3 PORTISHEAD TREE WARDEN VACANCY

The following recommendation was made:

Portishead Town Council:

- accepts the two named volunteers
- writes to Nick Hall and Chris Hammond to accept and thank them for volunteering
- contacts Mrs Sandy Tebbutt the third volunteer to invite her in for a chat with Councillors Burden and Cottrell in the New Year (as was the case with Nick Hall and Chris Hammond)
- provides an email address (portishead.gov.uk) to each Tree Warden, unless they wish to use their personal email address
- provides photo identification cards to each Tree Warden
- provides a hi Vis vest stating “Tree Warden” for each volunteer

- provides an in-house meeting room free of charge to accommodate the volunteers meeting one another to share best practices
- notifies North Somerset Council (NSC) of the new Tree Warden contact details and puts them forward to receive a NSC Welcome Pack and training

A vote was taken with all in favour.

5.4 JOINT SPATIAL PLAN

The following recommendation was made:

Portishead Town Council's response to the Joint Spatial Plan is delegated to the Chairman and Clerk in consultation with Cllr. Burden and anyone else who wishes to be involved.

A vote was taken with all in favour.

5.5 INSIDE GOVERNMENT – PREPARING & DELIVERING EFFECTIVE LOCAL PLANS

Cllr. Mitchell's report was circulated by the Clerk prior to the meeting.

The following recommendation was made:

Cllr. Mitchell's report is to come back to the January Planning and Regulatory Committee.

A vote was taken with all in favour.

5.7 FIRST WEST OF ENGLAND STAKEHOLDER SURVEY 2017

Resolved that:

That Portishead Town Council writes to James Freeman, MD of First West of England, to give its disappointment that it was unable to comment due to the consultation period but if the timescale is extended Portishead Town Council would respond to the consultation.

5.8 BRISTOL AIRPORT – PHASE 1 CONSULTATION – PREPARING A MASTER PLAN

Resolved that:

Portishead Town Council responds to Bristol Airport – Phase 1 consultation with the report supplied by Cllrs Cottrell and Lord.

1.10 NORTH SOMERSET COUNCIL LOCAL PLAN 2036 – GENERAL IDEAS

Resolved that:

Portishead Town Council – responds:

- Portishead Town Council is extremely concerned that N Somerset Council is not proposing any consultation meeting in Portishead at this stage. Councillors and residents in the second largest town in the authority ought to have the opportunity to feed in their views at the earliest possible stage in the consultation process. This document will control the actions of N Somerset Council for the next 19 years.
- The impression is given that the focus until 2036 will be the 4 identified Strategic Development Locations and that the remainder of the district has no further needs. We dispute this.
- Portishead has had its major housing developments but has been left with an infrastructure deficit.
- Portishead is now having a ‘mini’ development as offices are converted to residential accommodation and houses/apartments are built on land previously classified as employment land. The infrastructure deficit is therefore growing.
- There will be knock-on effects from the Strategic Developments Locations, especially Nailsea, as currently there are no plans to accommodate the increased number of commuters travelling north towards Bristol/Aztec West. Inevitably, usage of M5 Junction 19 will increase, with consequences for Portishead.

5.11 REVIEW OF HOUSING CONDITIONS IN THE PRIVATE RENTED SECTOR IN NORTH SOMERSET

Resolved that:

Portishead Town Council writes to the Chief Executive of North Somerset Council to ask for the consultation to be extended given the number of working days that will be lost over the festive season.

The minutes of the Planning and Regulatory Committee held on 6th December 2017 are confirmed as a true record of the meeting and form part of these minutes.

2922 MATTERS THE CHAIRMAN WISHES TO PUT BEFORE THE COUNCIL
(Agenda item .15)

The meeting noted the report.

2923 ITEMS FOR THE NEXT MEETING (Agenda item .16)

The following items were submitted for the next agenda.

1. To receive an update on Bristol Road Playing Fields
2. Budget setting
3. Public Participation
4. Motion to Council – Development in Portishead (Planning & Regulatory Committee January 2018)

There being no other business the Chairman closed the meeting at 10.37pm.

..... Chairman

17th January 2018