

**MINUTES OF THE 298<sup>th</sup> ORDINARY MEETING OF  
PORTISHEAD TOWN COUNCIL  
14<sup>th</sup> FEBRUARY 2018 7.30pm**

**PRESENT**

Councillor: Cllr. R. Cruse – in the Chair

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

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

There were approximately 24 members of the public, one member of the press.

*Clerk's note: In the absence of councillors Cottrell (Chairman) and Mitchell (Vice Chairman), the remaining councillors chose Cllr R. Cruse to chair the meeting.*

**2939 APOLOGIES** (Agenda item 1.)

There were 5 apologies for absence. Councillors: Cottrell, Koops, Mitchell, Oyns and Councillor Terry has an approved apology due to ill health.

**2940 DECLARATIONS OF INTEREST** (Agenda item 2.)

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

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

**2941 PUBLIC PARTICIPATION** (Agenda item .3)

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

- Mr Bryan Clayton spoke about his objection to a fully inclusive stone war memorial and gave examples of the memorials already in Portishead. He suggested that a good quality print depicting the horrors of the trenches is purchased instead.
- Mrs Ann Townsend spoke about the format of public participation and also about the “Breaking the Mold” conference hosted by Frome Town Council. She asked what will be “deliverable” from the conference for Portishead residents?
- Ms Barbara Bennet spoke about Bristol Road playing fields and several other issues:

- She referred to Gordano School not owning all its fields, with some of them being part of a Section 106 agreement between Persimmon and North Somerset Council, which has been subject to dispute over the cost of draining them adequately. On 25<sup>th</sup> September, the Clerk wrote to David Carter, Director of Environment, at North Somerset. Could residents please be told what answer to this letter, written or verbal, was received and why PTC has been talking to Persimmon about this land? What possible reason could PTC have for encouraging this land into its ownership, rather than North Somerset's?
  - Why is John Pyle or Lenton Lane Group so confident of getting its hands on the Bristol Road fields that they are offering to manage the football clubs move onto the Gordano fields for nothing?
  - The Lenton Lane Group, given a secure option to promote the PTC land will invest to achieve what will best be described as "enabling development". How can the scheme be assessed properly unless we know what is proposed for the Bristol Road fields?
  - Where is the neighbourhood plan?
- Ms. Lin Morrissey spoke about the lack of accuracy in the lilac public participation sheet and that she wanted her questions answered by the Chairman and members of the Council, not specifically Cllr Mitchell. She referred to Bristol Road playing fields and NSC's review of sports facilities across the district and also extending the football clubs lease.
  - Mrs Janet Davey spoke about the outcome of a complaint she lodged with the Standards Committee and subsequently the Ombudsman.
  - Mr. Geoff Hardman spoke about the Brunel Court car park and asked which s.106 money allocation is paying for it? He requested that when announcing road closures, as much notice is given as possible. He spoke about 20mph speed limits, a planning application for extra care housing for the elderly and also The Precinct. He spoke about WASP and asked if Portishead Town Council will pay the £175 + VAT to create the CIC account, and if they will assist with further set-up costs? They are looking for a meeting consisting of members of WASP, Town Council (1), North Somerset Executive (1), North Somerset Planning (1), Independent Councillor (1) and North Somerset Environment Officer (1) to take place within the next 14 days.
  - Mrs Annette Hennessy spoke about public participation at the January Town Council meeting and also asked for the specific pages of the Town and Country Planning Act 1990 which outline the right to release private addresses.
  - Mrs Brighton spoke about her disgust at the way a Councillor spoke to a member of the public at a previous meeting.
  - Mr Smith spoke of his dislike of party speeches given during Council meetings. He also spoke about Portishead Football Club.

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

**2942 REPORTS TO COUNCIL (Agenda item .4)**

Avon & Somerset Police – Crime Report (Report attached)  
Report attached as appendix 'A'.

Plastic Oceans Foundation – Jo Ruxton

Jo Ruxton gave a presentation about the problem of plastic pollution growing every year; over 300 million tons of plastic is produced, half of this is designed for single use, and each year around 8 million tons of it ends up in the ocean. The Plastic Ocean Foundation hopes to solve this problem by educating and engaging with people to rethink plastic. They are doing this by challenging society's perception that this indestructible substance can be treated as 'disposable'. Further information can be found at their website: [https://www.plasticoceans.org/donate/?gclid=EAlalQobChMliKmyy9PI2QIVBJ4bCh2AnQjTEAAYASAAEgKnfvD\\_BwE](https://www.plasticoceans.org/donate/?gclid=EAlalQobChMliKmyy9PI2QIVBJ4bCh2AnQjTEAAYASAAEgKnfvD_BwE)

Portishead Youth Council

A copy of the Youth Councils PowerPoint presentation is attached as appendix 'B'.

Turn the Tide – Alison Leach

Alison Leach gave an update from Turn the Tide. The group have been very busy and have grown to 16 in number and allocated roles. They have formally adopted a constitution and set up a bank account. They are in the process of creating a data protection policy. A logo and website have been donated to the group. They have set-up a Facebook page and a Twitter account. They have met with North Somerset Council and have agreed public liability cover for litter picks on their land, and are currently writing up risk assessments using the latest North Somerset Council templates. These will be available shortly. They are in discussion with other organisations about how they get public liability insurance on non-NSC owned land and until that is agreed they are only organising public litter picks from NSC land. They are carrying out 2 litter picks a month and alternate the beaches that they pick on. They are monitoring and reporting on the litter levels at all 7 beaches. They have printed Hi-Vis vests for the litter pickers and will be keeping a record of those that attend. They have really appreciated the support from the local community, especially Pride in Portishead, Portishead in Bloom and the Town Council. They are hoping to take receipt of the '2 Minute Beach Clean Board' around Easter Time. They have launched 'Re-fill Portishead' which is a free tap water scheme where anyone can take a re-fillable bottle into the businesses that have signed up for the scheme and get a free re-fill of tap water. They will welcome any businesses that wish to join the scheme. Other projects they are working on include a recycling bin provided by McDonalds outside the Lido, replacement steps to the beach at Redcliffe Bay, and a floating sea bin at the Marina.

Councillor R. Cruse thanked the group for all their hard work.

Portishead Christmas Lights Committee

Mr. Jonathan Lewis – Treasurer for Portishead Christmas Lights spoke about the fine weather they had for both the Victorian Evening and for putting up the lights. They had the biggest turn-out for a switch-on ever. They have spent over

£11K on new kit, enabled by the grant from the Town Council. Every penny collected in donations gets ploughed back into their display.

Councillor R. Cruse congratulated Portishead Christmas Lights for the fantastic display that they put on each year and asked Mr Lewis to convey the Town Council thanks to his members.

**2943 CONFIRMATION OF MINUTES** (Agenda item .6)

The following recommendation was made:

The Minutes of the 297<sup>th</sup> Ordinary Meeting of Portishead Town Council held on 17<sup>th</sup> January 2018 are confirmed as a correct record. The Minutes were duly signed by the Chairman of the meeting.

A vote was taken with all in favour.

**2944 TO DISCUSS PORTISHEAD WHEELS AND SKATE PARK (WASP) PRESENTATION AND NEXT STEPS DOCUMENT** (Agenda item .6)

The meeting recognised the comprehensive report produced by WASP and noted that they are forming a Community Interest Company (CIC), and acknowledged that the Council has undertaken to pay for the legal costs of setting up CIC.

The meeting agreed to allow Mr Geoff Hardman of WASP to explain what the group would like to happen next. He reiterated that they would like to have a meeting consisting of members of WASP, Town Council (1), North Somerset Executive (1), North Somerset Planning (1), Independent Councillor (1) and North Somerset Environment Officer (1) to progress the project further. The meeting discussed the request. A number of councillors offered to represent the Town Council at the meeting, including councillors Mason. Lord, Cameron, M. Cruse and Burden.

The following recommendation was made:

The Council agreed to cover the costs of WASP setting up a CIC.

Portishead Town Council makes contact with the North Somerset Council Executive to discuss seeking a way forward with regard to a Portishead skate park.

A vote was taken with the majority in favour.

**2945 MOTION TO COUNCIL – Cllr. Jean Lord** (Agenda item .7)

Cllr. Lords motion to Council was amended to read:

*On 1<sup>st</sup> March 2018, the Parish Poll Earmarked Reserve will be closed, and the money returned to general reserves.*

*On 1<sup>st</sup> April 2018, the Council will transfer £25,500 from the Earmarked Reserve for Asset Transfer to General Reserves.*

The following recommendation was made:

On 1<sup>st</sup> March 2018, the Parish Poll Earmarked Reserve will be closed, and the money returned to general reserves.

On 1<sup>st</sup> April 2018, the Council will transfer £25,500 from the Earmarked Reserve for Asset Transfer to General Reserves.

A vote was taken with all in favour.

**2946 TO RECEIVE A REPORT FROM THE OFFICE RE-FIT WORKING PARTY**  
(Agenda item .8)

The Chairman ran through the report and confirmed that the Working Party is recommending that the Members Room is converted into an office for the Clerk and that the side entrance to the Folk Hall has full disabled access.

The following recommendation was made:

Portishead Town Council agrees the quote of £7,655 towards the conversion of the Members Room and the installation of a disabled compliant door to the Folk Hall.

A vote was taken with all in favour.

**2947 TO RECEIVE A VERBAL UPDATE FROM THE CENTENARY MEMORIAL WORKING PARTY– Cllr Cameron** (Agenda item .9)

Cllr. Cameron addressed the meeting. He confirmed that Derek Wilks of the Working Party has sought the views of the Royal British Legion and their views fall in line with Mr Claytons that there should not be a new stone memorial. The working party have recommended the tidying of the area around the flag pole on South Avenue and Tony Tween has undertaken to look after the Beacon on Battery Point on 11<sup>th</sup> November. They are perusing the project with regard to a Book of Remembrance.

The meeting discussed at length the various projects proposed including a bandstand, a commemorative recital, an event in Somerset Hall and a memorial skate park.

The following recommendation was made:

Portishead Town Council does not progress the Stone Memorial, but the Working Party will continue to work on projects to commemorate the Centenary of the ending of World War 1.

A vote was taken with all in favour.

**2948 CLERK'S REPORT** (Agenda item .10)

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

- **JD05/2018: SCHEDULE OF PAYMENTS AND BANK RECONCILIATION / CASH STATEMENT FOR THE MONTH OF JANUARY 2018**

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

- **JD06/2018: ACTIVITIES/PROJECTS PROGRESS UPDATE**

The Activities/Projects progress report for January/February was noted.

- **JD07/2018: RESPONSES TO PUBLIC PARTICIPATION DECEMBER 2017**

The responses to public participation were noted.

**2949 RECREATION AND WORKS COMMITTEE** (Agenda item .11)

The minutes of the Recreation and Works Committee Meeting held on 31<sup>st</sup> January 2018 had been previously circulated to members.

Cllr. R. Cruse ran through the minutes of the Recreation and Works Committee.

**RW1786 TO REVIEW AND AGREE CHANGES TO THE NORTH WESTON ALLOTMENT SITE RULES (Agenda item .4)**

The meeting noted that the Recreation and Works Committee recommended that the new site rules should remain unchanged.

**RW1787 TO RECEIVE AN UPDATE ON THE SLADE ROAD PLAY AREA (Agenda item .5)**

The following recommendation was made:

A vote of thanks is to go to the Town Orderly for all his hard work clearing the Slade Road site. The report is noted.

**RW1788 PILL PARK UPDATE (Agenda item .6)**

The following recommendation was made:

Portishead Town Council writes a strongly worded letter of complaint to North Somerset Council regarding the lengthy delays in completing this project. A copy of the complaint letter is to go to Cllr. Felicity Baker.

A vote was taken with all in favour.

**RW1789 TO DISCUSS THE FUTURE OF THE REDUNDANT BUS SHELTER ON HARBOUR ROAD (Agenda item .7)**

The following recommendation was made:

Portishead Town Council defers making a decision on moving the Harbour Road bus shelter until it can be established if the bus route will be re-instated.

A vote was taken with all in favour.

**RW1791 UNDERWOOD ROAD PLAY AREA – EXTENSION OF FENCING (Agenda item .9)**

The following recommendations were made:

Portishead Town Council agrees to the purchase and installation of an additional fencing panel for the play area at Underwood Road at a cost of £725 + VAT.

A vote was taken with all in favour.

**RW1792 TO DISCUSS THE RECENTLY REMOVED CLIMBING WALL AT PARISH WHARF (Agenda .10)**

The following recommendation was made:

The Recreation and Works Committee defers making any recommendation until funding information is available. The Council will continue to pursue.

A vote was taken with all in favour.

**RW1793 TO REVIEW QUOTES FOR REPLACEMENT BAR AREA LIGHTING IN THE FOLK HALL (Agenda .11)**

The following recommendation was made:

Portishead Town Council approves quote A to replace the bar area lighting at the Folk Hall at a cost of £583.45 + VAT.

A vote was taken with all in favour

**RW1794 TO RECEIVE A REPORT ON THE TREES AND HEDGES AT GERTIE GALES AND NORTH WESTON ALLOTMENTS SITES (Agenda .12)**

The following recommendation was made:

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| Portishead Town Council seeks quotes for the works to the trees and hedges at Gertie Gales and North Weston Allotments. |
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A vote was taken with all in favour

The minutes of the Recreation and Works Committee held on 31<sup>st</sup> January 2018 are confirmed as a true record of the meeting and form part of these minutes.

**2950 PLANNING AND REGULATORY COMMITTEE (Agenda item .12)**

The minutes of the Planning and Regulatory Committee Meeting held on 7<sup>th</sup> February 2018 had been previously circulated to members.

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

**PL598 SECTION 2 – PLANNING MATTERS (RECOMMENDATIONS TO TOWN COUNCIL)**

**5. OTHER PLANNING MATTERS**

**5.1 LATE PLANNING APPLICATIONS & CONSULTATIONS  
17/P/5630/MMA 266 DOWN ROAD, PORTISHEAD  
BS20 8HY**

Minor material amendment to planning permission 16/P/1791/F (demolition of existing bungalow and construction of 2 no. detached 3 bedroom houses with associated landscaping works, hard-standing and boundary treatments) to allow for larger dormers to rear elevations of each house

The meeting noted that there may be an issue of privacy.

The following recommendation was made:

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| Portishead Town Council responds: objects – loss of privacy to immediate neighbours. |
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A vote was taken with all in favour.

**18/P/2032/FUH ABBOTS LEAP, 3B WOODHILL ROAD,  
PORTISHEAD, BS20 7EU**

Rebuild roof to alter and extend for new dormer rooms. Replace, alter and add windows and doors. Add new render and cladding. Replace fascia and rainwater goods. Rebuild rear balcony. New window seat at first floor rear. New front gate posts and gate.

The meeting noted that there could be scope for the lower ground floor to be used as a separate dwelling and that there were two online comments in support of the application.

The following recommendation was made:

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| Portishead Town Council responds: no objection – subject to the lower ground floor not being used as a separate dwelling without planning consent. |
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A vote was taken with all in favour.

**18/P/2040/FUH      23 GAUNTS CLOSE, PORTISHEAD, BS20 8BL**  
Single storey extension to rear and side

The following recommendation was made:

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| Portishead Town Council responds: no objection subject to no valid objections from neighbours. |
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A vote was taken with all in favour.

**18/P/2150/MMA      16 WEST HILL, PORTISHEAD, BS20 6LQ**  
Retrospective application for material amendment to condition Nos. 2, 3 and 9 on application 13/P/2077/F to allow various changes to the east, west and north elevations as detailed in covering letter

The following recommendation was made:

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| Portishead Town Council responds: no comment. |
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A vote was taken with all in favour.

### **5.3      HIGHWAYS UPDATE & PARKING**

#### **5.3.2      VILLAGE QUARTER & MARINA, PORTISHEAD**

A map provided by North Somerset Council showing the 20mph speed limits in the Village Quarter and Marina were discussed.

The following recommendation was made:

Portishead Town Council writes to North Somerset Council asking for a strategic speed review of all roads in Portishead to be undertaken, including roads that are planned to be adopted.

A vote was taken with all in favour.

### **5.3.3 PROPOSED PARKING AT BRUNEL COURT**

The following recommendation was made:

Portishead Town Council writes to North Somerset Council to ask:

1. If the car park will remain as public parking?
2. If the parking will be free?
3. Will there be any parking restrictions?
4. Will there be clear signage for entrance and exit routes?
5. Can the orientation of parking for cars be changed?
6. Is the S106 money that is being used to fund this project from Sainsbury's S106 money?

A vote was taken with all in favour.

### **5.6 FIRST WEST OF ENGLAND STAKEHOLDER SURVEY**

The following recommendation was made:

Portishead Town Council advertises the question and answer session that will be available to bus users on 4<sup>th</sup> April 2018 on the Town Council website.

A vote was taken with all in favour.

### **5.9 NORTH SOMERSET COUNCIL – COMMUNITY INFRASTRUCTURE LEVY (CIL)**

The following recommendation was made:

Portishead Town Council:

1. Asks the Neighbourhood Planning working party to consider the creation of an Infrastructure Delivery Plan (IDP)
2. Tasks the Staffing and Finance meeting to consider the finance processing of CIL funds (April S & F meeting)

A vote was taken with all in favour.

**5.10 NATIONAL GRID – OFF-SITE PLANTING AND ENHANCEMENT SCHEME**

The following recommendation was made:

- Portishead Town Council:
1. Informs its Tree Wardens and the Warden of Avon Wildlife Trust to see if they have any suggestions where trees and hedgerows could be planted.
  2. Advertises the offer made by National Grid on the Town Council website.
  3. Advertise the offer in the Town Council Minutes.

A vote was taken with all in favour.

The minutes of the Planning and Regulatory Committee held on 7<sup>th</sup> February 2018 are confirmed as a true record of the meeting and form part of these minutes.

**2951 MATTERS THE CHAIRMAN WISHES TO PUT BEFORE THE COUNCIL**  
(Agenda item .13)

The following recommendation was made:

Portishead Town Council grants Landlords consent for Station House Nursery to evacuate to Portishead Youth Centre in the event of an emergency.

Councillor Lord and R. Cruse declared a personal and pecuniary interest as Trustees of Portishead Youth Centre and abstained from voting. A vote was taken with the majority in favour.

The meeting noted the report.

**2952 ITEMS FOR THE NEXT MEETING** (Agenda item .15)

There were no items submitted for the agenda.

There being no other business the Chairman closed the meeting at 9.42pm.

..... Chairman

14<sup>th</sup> March 2018