

**MINUTES OF THE 289th ORDINARY MEETING OF
PORTISHEAD TOWN COUNCIL
17th MAY 2017 7.30pm & 8.40pm**

PRESENT

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

Councillors: - Burden, Cameron, Clark, Cottrell, Huffadine-Cooper, Koops, Lord, Mason, Mitchell, Oyns, Pasley & Terry

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

There were approximately 100+ members of the public present.

2790 APOLOGIES (Agenda item 1.)

Apologies were received from Cllr. M. Cruse & R. Cruse.

2791 DECLARATIONS OF INTEREST (Agenda item 2.)

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

Cllr. Oyns & Pasley stated that any views expressed on matters to also be considered at North Somerset Council (NSC) would be provisional and based on the facts currently known. They would be exercising their right to reconsider the matter afresh when the matter went before North Somerset Council.

2792 PUBLIC PARTICIPATION (Agenda item .4)

There were 8 members of the public in attendance who wished to address the meeting: -

- A resident spoke about Cllr. Cameron's report, plus about a skatepark.
- A resident spoke about NSC in respect to a skate park on the Lake Grounds.

Clerk's note: Mr. Palmer handed Cllr. Oyns a petition of 1,240 signatures and requested that he passes it to Cllr Peter Bryant of NSC.

- A resident spoke about the need for a 20mph zone on Bristol Road, also about bins on the High Street and a Portishead skatepark.
- A resident spoke about the Portishead Residents Annual Meeting and limiting the time given to councillors to speak, also about the claimed footpaths across the Golf Course.

- A resident spoke about the lack of things to do for the over 8's in Portishead, also about a skate/wheels park.
- A resident spoke about the Councillors' Code of Conduct, also about the Portbury Wharf Nature Reserve and levy.

Clerks Note: Cllr Pasley offered to look into the matter of the levy on the resident's behalf.

- A resident spoke about how well behaved the young people in attendance had been.
- A resident spoke about a Portishead skate park.
- A resident spoke about the lack of facilities for the young people of Portishead, also about a skateboard park.
- A resident spoke about the skatepark.

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

Clerk's note: The meeting was adjourned at 8.09pm to allow members of the public to leave the meeting if they wished. The meeting reconvened at 8.40pm.

2793 REPORTS TO COUNCIL (Agenda item .3)

There were no reports to Council.

2794 CONFIRMATION OF MINUTES (Agenda item .5)

The following recommendation was made:

The Minutes of the 288th Ordinary Meeting of Portishead Town Council held on 19th April 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.

2795 MATTERS ARISING FROM THE ANNUAL TOWN MEETING (Agenda item .6)

The Chairman advised the meeting of the process of a Parish Poll.

2796 TO RECEIVE A REPORT ON A COMMUNITY GOVERNANCE REVIEW (Agenda item .7)

The meeting discussed the matter at length and various proposals were suggested.

The following recommendation was made:

Portishead Town Council explores how a petition could be carried out by a group of three or more willing volunteers, who will report back to Council for the June meeting where a decision will be made.

The following Councillors volunteered Cameron, Koops and Cottrell.

A vote was taken with a majority in favour of the recommendation.

2797 TO DISCUSS HELPFUL INFORMATION FOR THOSE WISHING TO CONTRIBUTE DURING PUBLIC PARTICIPATION – CLLR. CAMERON (Agenda item .8)

The following recommendation was made:

Portishead Town Council defers the item until the June Town Council meeting. Cllrs. Cottrell and Cameron are to redraft the information sheet and present it to that meeting.

A vote was taken with a majority in favour of the recommendation.

2798 CLERK'S REPORT (Agenda item .9)

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

- **JD11/2017: SCHEDULE OF PAYMENTS AND BANK RECONCILIATION / CASH STATEMENT FOR THE MONTH OF APRIL 2017**

The following recommendation was made:

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

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

- **JD12/2017: ACTIVITIES/PROJECTS PROGRESS UPDATE**

The following proposal was made:

The Activities/Projects progress report for May was noted.

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

2799 PLANNING AND REGULATORY COMMITTEE (Agenda item .10)

The minutes of the Planning and Regulatory Committee Meeting held on 3rd May 2017 had been previously circulated to members.

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

PL532 SECTION 2 – PLANNING MATTERS (RECOMMENDATIONS TO TOWN COUNCIL)

OTHER PLANNING MATTERS

5.3 LATE PLANNING APPLICATIONS

17/P/0958/F 11 CONFERENCE AVENUE, PORTISHEAD, BS20 7LF

Erection of a first floor extension over existing garage

The meeting resolved that:-

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

A vote was taken with all in favour.

17/P/0981/LB 39C WOODHILL ROAD, PORTISHEAD, BS20 7EY

Replacement of 2no. single glazed timber mock sash windows with single glazed traditional sash windows

The meeting resolved that:-

Portishead Town Council responds – no objection.

A vote was taken with all in favour.

17/P/0987/F 7 RIVERLEAZE, PORTISHEAD, BS20 8EA

Retrospective application to erect carport, shed and associated driveway works

The meeting resolved that:-

Portishead Town Council responds – no objection, but notes that there are now objections from neighbours.

A vote was taken with a majority in favour.

17/P/0991/F **1 FITZROY CIRCUS, PORTISHEAD, BS20 7GR**
Erect conservatory to the rear elevation

The meeting resolved that:-

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

17/P/0994/F **9 RALEIGH RISE, PORTISHEAD, BS20 6LA**
Erection of a single storey extension to the front elevation following demolition of existing conservatory

The meeting resolved that:-

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

A vote was taken with all in favour.

17/P/1010/TPO **CHAPLAINS WOOD, Nore Road, Portishead, BS20 8GA**
Various works as per submitted tree survey - including crown reduction and felling of beech, sweet chestnut and oak

Portishead Town Council noted that some work is required but hopes that this work will be carried out with caution.

The minutes of the Planning and Regulatory Committee held on 3rd May 2017 are confirmed as a true record of the meeting and form part of these minutes.

2800 RECREATION & WORKS COMMITTEE (Agenda item .11)

The minutes of the Recreation & Works Committee meeting held on the 26th April 2017 had been previously circulated to members.

Cllr. Oyns ran through the minutes of the Recreation & Works Committee.

RW1689 TO RECEIVE A REPORT FROM THE TOWN ORDERLY WORKING PARTY

The meeting resolved that:

Portishead Town Council buys into North Somerset Council's Grounds Maintenance contract with Glendale for the provision of a Town Orderly. The contract will secure a named individual for one day a week for 50 weeks of the year at a cost of no more than £7,500. The contract is to be reviewed on an annual basis. The Clerk will manage the Town Orderly on a day to day basis, following the agreed works schedule and mapped routes.

Portishead Town Council has waived its financial regulations as North Somerset Council appointed Glendale through a full tender process in compliance with the Public Procurement Regulations (EU/OJEU tender process). The tender advertised the scope of the contract including the provision for Town and Parish Council's to access the contract. North Somerset Council has sought best value for money on behalf of the Town Council.

A vote was taken with the majority in favour.

Clerk's Note: Cllr. Cottrell abstained from the vote.

RW1690 TO NOTE THE SPEEDING DATA FROM THE VEHICLE ACTIVATED SIGN (VAS)

The following recommendation was made:

Portishead Town Council notes the report.

RW1691 TO REVIEW THE PROPOSED NEW SITE RULES FOR NORTH WESTON ALLOTMENTS

The Clerk was asked to seek clarification from the Allotment Committee on the following:

- The use of the phrase "co-worker" in site rule number 24.
- Rule number 37 to include the additional words "or his representative" after the words Chairman of the Town Council.
- On rule 42 what is the meaning of the phrase rammed earth?
- Rule 53 should include the phrase not to exceed 2.5m/8 feet in height.

The following recommendation was made:

Portishead Town Council accepts the updated North Weston Allotment Committee Site Rules subject to the points raised by the Clerk being clarified/included by the Allotment Committee.

A vote was taken with a majority in favour.

RW1692 TO NOTE THE REQUEST FROM NORTH WESTON ALLOTMENT ASSOCIATION TO PLANT AMELANCHIER CANADENSIS TREES ALONG THE FORMER RAILWAY LINE TO CREATE A WIND BREAK.

The following recommendation was made:

Portishead Town Council approves the choice of Amelanchier Canadensis trees as a wind break along the former railway line at North Weston Allotments.

A vote was taken with a majority in favour.

RW1696 TO RECEIVE ANY UPDATES ON THE SKATE/WHEELS PARK

The following recommendation was made:

Portishead Town Council writes a letter to Cllr. Bryant of North Somerset Council responding to the comments in his letter of the 2nd May 2017 regarding a Portishead Skate/Wheels Park.

Cllrs Cottrell and Lord along with the Clerk are to agree the wording on behalf of the Council.

A vote was taken with all in favour.

RW1697 TO DISCUSS 'DOG POO BAG DISPENSERS' – CLLR. OYNS

The following recommendation was made:

The Clerk is tasked with writing a brief appeal for the next edition of Gordano Living on the safe disposal of dog waste.

A vote was taken with all in favour.

The minutes of the Recreation & Works Committee held on 26th April 2017 are confirmed as a true record of the meeting and form part of these minutes.

2801 MATTERS THE CHAIRMAN WISHES TO PUT BEFORE THE COUNCIL
(Agenda item .12)

The Chairman confirmed hers and Cllr. Koops attendance at the Examination of Site and Policy Plan part 2 Hearing where they will be addressing the examiner.

2802 ITEMS FOR THE NEXT MEETING (Agenda item .12)

1. To Receive a Report on a Community Governance Review
2. To Discuss Helpful Information for those Wishing to Contribute During Public Participation
3. Portishead Precinct – Cllr. Pasley
4. Bump Track – Cllr. Oyns

2803 TO DISCUSS LAND AT HEAVENS FIELD (Agenda item .14)

There was nothing to be discussed.

There being no other business the Chairman closed the meeting at 9.50pm.

.....Chairman

14th June 2017