

**MINUTES OF THE 295<sup>th</sup> ORDINARY MEETING OF  
PORTISHEAD TOWN COUNCIL  
8<sup>th</sup> NOVEMBER 2017 7.30pm**

**PRESENT** Councillor: Cottrell (Chairman of the Council) – in the Chair  
Councillors: - \*Burden, Cameron, Clark, Koops, Lord & Mason.  
Mrs. J. Duffy, Clerk, RFO & Proper Officer to the Council  
There were approximately 27 members of the public present.

**2893 APOLOGIES** (Agenda item 1.)

There were 7 apologies for absence. Councillors: M. Cruse, R. Cruse, Huffadine-Cooper, Oyns, Mitchell, Pasley and Cllr. Terry due to ill health.

**2894 DECLARATIONS OF INTEREST** (Agenda item 2.)

There was 1 declaration of interest recorded in the Declaration of Interest Register.

Cllr. Lord declared both a personal and pecuniary interest with granted dispensation for agenda items .11 and .12, matters relating to Portishead Youth Centre as she is a Trustee.

**2895 REPORTS TO COUNCIL (Agenda item .3)**

Christmas Lights Committee

Mr Jonathan Lewis spoke on behalf of the Christmas Lights Committee. Switch-on is on Monday 27<sup>th</sup> November. Their switch-on event will be hosted by Jemma Cooper and Father Christmas. They have ordered over 110 Christmas trees which will be going up a week on Sunday and the lights go up on the 26<sup>th</sup> November. The committee are upgrading the festoon cables to 2 bulbs per meter and improving the West Hill lights.

Pride in Portishead

Mrs. Reyna Knight spoke on behalf of Pride in Portishead. They met on 5<sup>th</sup> November at West Hill and now have quite a few new members. They will be setting their meeting calendar for next year at their December meeting and invite suggestions from the public for places that need their attention.

**2896 PUBLIC PARTICIPATION** (Agenda item .4)

There were 10 members of the public in attendance who wished to address the meeting: -

- Mrs. Annette Hennessy spoke about resident's rights to question councillors about the truth, also about councillors Oyns and Pasley's response to questions asked about the skate park. She went on to speak about public participation and responses to questions raised by the public. Finally, she spoke about councillor's declarations of interest and Bristol Road Playing Field.

*Clerk's note: Cllr. Burden arrived at 7.40pm*

- Ms. Lin Morrissey spoke about Bristol Road. She requested a response to her questions raised at the October Council meeting, from either Cllr. Mitchell or Cottrell.
  1. When the Feasibility Group does meet will there be publically available minutes?
  2. Is it still just a small cross party group or have you had discussions about who else would be on it?
  3. Who are the backers?
  4. What is being considered instead of the housing.
- Ms Barbara Bennett spoke about Bristol Road Playing Field. She had a number of questions she would like answers to.
  1. Have there been any formal meetings with the governors of both Gordano and St. Josephs School and if so what was the outcome and what is their attitude?
  2. Can the football scheme be put in abeyance until a neighbourhood plan has been formed with proper consultation with residents about all of these issues?
  3. What due diligence has the Town Council carried out on the football club to make sure that it is capable of handling such a major project?
  4. Can the Town Council please assure the residents that no decision about the Football Club plans will be taken until the results of the NSC Sports study are known?
- Mrs Ann Townsend spoke about public participation in meetings. She asks that a working group consisting of Councillors and members of the public work together to explore how the public participation could be improved to make it a value adding activity with mutual respect, and a safe and open environment. Any changes to the public participation process section must involve the public.
- Mrs Janet Davey spoke about North Somerset Council, its councillors and senior managers. She commented on safeguarding at North Somerset Council. She raised concern about the future of Old Mill Road and the loss of jobs.
- Mr Smith spoke about North Somerset Life Magazine and the report about new job opportunities. He raised the issue of North Somerset Council wanting to flatten Old Mill Road and get rid of jobs and also about the right to speak and express an opinion.

- Miss Slatter spoke about public participation and thanked the Council for going back to putting resident's names in the minutes. Miss Slatter enquired how the Council goes about ensuring the public's questions are answered?

*The Clerk responded that she will ensure answers received in time to be included within the agenda papers will be printed on the lilac coloured paper within the Clerks report or alternatively the clerk will respond directly to the member of the public either via the phone or by email.*

- Miss Alison Leach spoke on behalf of Turn the Tide. The group have contacted Pride in Portishead and are working with Vic Long. They are in the process of setting up a formal structure and are likely to become an unincorporated organisation, with a management committee. Miss Leach enquired about public liability insurance and asked what involvement the Council would like in the future?
- Mr Jeffery spoke about the Parish Clock appeal and his recently submitted grant application to the Town Council for funding towards its restoration.
- Mr. Jonathan Mock spoke about raising complaints and reporting North Somerset Councillors to the Standards Committee. He also spoke about Old Mill Road and raised concerns about development in Portishead coming before infrastructure. He proposed that "Portishead Town Council make a resolution, that no further development in Portishead is to be considered or passed until such time as the infrastructure is substantially approved".

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

The meeting agreed to alter the agenda and bring forward agenda item .9 for discussion.

#### **2897 TO DISCUSS SUGGESTIONS FOR THE MARKING OF THE CENTENARY OF WORLD WAR I IN PORTISHEAD – Cllr Cottrell (Agenda item .9)**

Mr. Brian Stokes gave a short presentation to the meeting. He explained that he has been concerned for some time now that Portishead does not have a memorial that is visible to most people in the town. He acknowledged that there is a memorial in the church. He felt that there should be a more visually accessible memorial as a constant reminder of remembrance. He suggested that the memorial could be of a modern design employing skills and ideas from local artists and designers. The base could feature local quarried stone. The memorial would need to accommodate information, by means of plaques or engravings. However, plaques may not be suitable as they can be stolen and cannot be altered. The memorial must stand the test of time and can feature both historic and any possible future conflict. His suggested design is both simple and modern. The design is symbolic of remembrance, sacrifice and peace and this is represented by the use of a poppy. The siting of the memorial could be adjacent to a road (suggested location is the Town Garden), with three faces allowing road users to see the memorial as they travel past in either direction. The design could feature modern techniques which allow the visitor

to find out all about the people being commemorated. The concept is based on hexagons, which is approximate to a circle, no side is more important than any other side. It should commemorate all Portishead people lost in conflict.

The Chairman opened the floor to the Council to comment.

- Monuments can be limited in their scope. Any new monument should be inclusive for example the merchant seaman and civilians who died in war.
- Further research should be carried out before finalising a design.
- The memorial could be very simple, stark and moving.
- A separate memorial would provide more people the opportunity to attend a service as the church does have limited space.
- An outside memorial could be visited at any time.
- Books within the memorial could contain the detail of names to be commemorated.
- The main structure could be in place for November 2018, with the next stages of the design coming later.

The Chairman suspended Standing Orders to allow the public to comment. The following comments were made:

- The memorial would need to be totally inclusive, with all conflicts, including the military, merchant seaman and the public.
- A concern was raised that if there are two memorials in the town (St. Peters Church) when it came to Remembrance Day there would be a requirement for two services.
- Is the Council looking at more than one idea to mark the centenary, Battery Point has been mentioned previously as a Field in Trust?
- The Precinct and Victoria Square were suggested as alternative locations for a memorial.
- A concern was raised that modern technology can become obsolete and perhaps should be avoided.
- The mention of white poppies may not be appropriate.

The Chairman confirmed that as far as she is aware North Somerset Council will be registering Battery Point as a Centenary Field in trust.

Standing orders were re-instated.

The meeting briefly discussed the points raised and it was suggested that the Council invites views and suggestions from the people of Portishead. The press will be contacted with the view to writing an article. It was suggest that the Recreation & Works Committee discusses setting up of a Working Party. Costs need to be considered ahead of Budget setting in January or the use of Earmarked Reserves.

The following recommendation was made:

The Clerk is to add the discussion of a new fully inclusive War Memorial to the Recreation & Works Committee agenda for November.

A vote was taken with all in favour.

**2898 CONFIRMATION OF MINUTES** (Agenda item .5)

The following recommendation was made:

The Minutes of the 294<sup>th</sup> Ordinary Meeting of Portishead Town Council held on 11<sup>th</sup> October 2017 are confirmed as a correct record. The Minutes were duly signed by the Chairman.

A vote was taken with all in favour.

**2899 TO RECEIVE AN UPDATE ON THE COMMUNITY GOVERNANCE PETITION**  
(Agenda item .6)

The Clerk confirmed that to date the Council has received 22 signatures. The closing date for the receipt of signatures is 30<sup>th</sup> November 2017. It was noted that a Community Governance petition could be considered again in the future, should the council decide to do so.

**2900 TO RECEIVE ANY UPDATE ON BRISTOL ROAD PLAYING FIELDS**  
(Agenda item .7)

This item was deferred until the December Town Council meeting.

**2901 TO DISCUSS SUGGESTIONS FOR CHANGES TO PUBLIC PARTICIPATION AT COUNCIL MEETINGS** (Agenda item .8)

The members briefly discussed the item including the following points:

- The misleading title 'public participation', either change the name or change the format.
- Concerns were raised that responses should normally be given before the next Town Council meeting within the new Public Participation document produced by the Clerk.
- The Town Council being bound by law to only discuss the items on the agenda.
- The possibility of setting up a regular meeting with the public to discuss what they would like on the agenda.
- Concern raised that if there were to be a two-way dialogue with the public at Council meetings, the meetings would become overly long, leaving little time to discuss business.
- 'Meet Your Councillor' sessions could be held more frequently or in the evening rather than Saturday mornings.

It was agreed to defer making any decision on this item until the December Town Council meeting.

## **2902 CLERK'S REPORT** (Agenda item .10)

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

- **JD25/2017: SCHEDULE OF PAYMENTS AND BANK RECONCILIATION / CASH STATEMENT FOR THE MONTH OF OCTOBER 2017**

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

- **JD26/2017: ACTIVITIES/PROJECTS PROGRESS UPDATE**

The Activities/Projects progress report for October/November was noted.

- **JD27/2017: RESPONSES TO PUBLIC PARTICIPATION OCTOBER 2017**

The responses to public participation were noted and those items which have yet to receive a response will come back to the December meeting.

- **JD28/2017: 2<sup>ND</sup> QUARTER BUDGET TO DATE**

The 2<sup>nd</sup> Quarter Budget to Date was noted.

## **2903 STAFFING AND FINANCE COMMITTEE** (Agenda item 11)

The minutes of the Staffing and Finance Committee Meeting held on 18<sup>th</sup> October 2017 had been previously circulated to members.

### **SF423 To Receive a Copy of the Council's Financial Management Report: Quarter 2 (1<sup>st</sup> July 2017 – 30<sup>th</sup> September 2017)**

The following recommendation was made:

Portishead Town Council approves the income, expenditure and the Earmarked Reserves

A vote was taken with all in favour.

### **SF424 Investment Working Party – Date of next meeting**

The following recommendation was made:

The Investment Working Party recommends that following due diligence checks the town Council invests the maturing Nationwide Building Society bond with

Hampshire Trust Bank or as an alternative the Cambridgeshire Building Society.

A vote was taken with all in favour.

### **SF427 To Review Grant Applications**

The meeting reviewed the Small Grants and made the following recommendations:

#### Small Grants

<b>Organisation/Group</b>	<b>Suggested Grant Amount</b>
Friends of Portbury Wharf Nature Reserve	£274.91
Alive Activities	£0.00
Vision North Somerset	£200.00
St Peter & St Paul, Weston in Gordano	£100.00
North Weston Allotment Association	Loan
St Peter's Hospice	£600.00
Gordano Probus	£0.00
Wellspring Counselling Ltd	£500.00
Golden Oldies	£200.00
Mencap - cool summer club	£200.00
Portishead PACT	£65.25
Cruse Bereavement Care Bristol & District	£500.00
Parkinsons UK North West Somerset	£500.00
West of England MS Therapy	£500.00

The meeting reviewed the three revenue grants and made the following recommendations to the Budget Working Party:

#### Revenue Grants

<b>Organisation/Group</b>	<b>Suggested Grant Amount</b>
Nailsea & District Community Transport	£10,500.00
Portishead Youth Centre	£21,000.00
Portishead Christmas Lights committee	£8,000.00

A vote was taken with a majority in favour. Cllr. Lord abstained from voting.

The meeting reviewed the grant application for the Parish Clock. The following recommendation was made:

<b>Organisation/Group</b>	<b>Suggested Donation Amount</b>
---------------------------	----------------------------------

Portishead PCC	£1,000.00 (from the Heritage Earmarked Reserves)
----------------	--

A vote was taken with five in favour and two against.

#### **SF428 North Somerset Council Report on Special Expenses**

Councillors Lord and Cottrell explained the background behind North Somerset Council's Special Expenses.

The following recommendation was made:

The Town Council writes to North Somerset Council stating that it agrees to Special Expenses being included in the Portishead Town Council's precept from April 2018.
---

A vote was taken with all in favour.

#### **SF430 Review of Risk Assessment**

The following recommendation was made:

Members are to review the Risk Assessment document and send any suggestions/changes to the Clerk prior to the November Town Council meeting. The final document will be reviewed by Committee in January prior to going to Town Council for approval.
---

A vote was taken with all in favour.

#### **SF431 To Receive an Update on the Appraisal Policy**

The following recommendation was made:

Portishead Town Council approves the changes to the Appraisal Policy.
---

A vote was taken with all in favour.

#### **SF432 To Discuss Offering Staff Discount to Permanent Contracted Members of Staff**

The following recommendation was made:

Portishead Town Council offers the Regular User rate to the Town Council's permanent contracted members of staff.
---

A vote was taken with a majority in favour.

**SF433 To Receive a Report from the Precept Consultation Working Party**

The following recommendation was made:

Under delegated powers the Staffing and Finance Committee approves the Precept Consultation Working Party's report with agreed changes. The Clerk is to respond to the consultation. A copy of the report is attached and forms part of the minute's appendix 'A'.

A vote was taken with all in favour.

**SF434 Items for the Next Meeting of the Staffing & Finance Committee**

1. Insurance cover
2. Governance Policies
3. Risk Assessment

**SF435 Review of Accounting Arrangements**

The meeting discussed the report at length and the following recommendation was made:

Portishead Town Council notes the report and defers the item until the relocation of the office has taken place. The report will be re-considered at the April Staffing and Finance Committee meeting.

A vote was taken with all in favour.

The minutes of the Staffing and Finance Committee held on 18th October 2017 are confirmed as a true record of the meeting and form part of these minutes.

**2904 RECREATION AND WORKS COMMITTEE (Agenda item .12)**

The minutes of the Recreation and Works Committee Meeting held on 25<sup>th</sup> October 2017 had been previously circulated to members.

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

**RW1759 TO RECEIVE A VERBAL UPDATE ON PILL PARK – THE CLERK**

The following recommendation was made:

Portishead Town Council requests that a Portishead District Councillor attends the Pill Park design working party meeting along with members of the Portishead Yacht and Sailing Club.

A vote was taken with all in favour.

**RW1760 TO REPORT ON A SURVEY OF THE TOWNS LITTER AND DOG BINS**

The meeting discussed North Somerset Council Earthlight map. The following recommendation was made:

Each councillor is to look at the bins in their own wards and bring the information back to a future Recreation and Works meeting, when a new map is available.

A vote was taken with all in favour.

**RW1762 TO DISCUSS THE FUTURE OF SLADE ROAD PLAY AREA (referred from October Clerks Report)**

The following recommendations were made:

Portishead Town Council writes to Bristol City Council to ask whether they would sanction the building of a concrete skatepark on the Slade Road site.

A vote was taken with all in favour.

**RW1763 TO REVIEW QUOTES RECEIVED FROM PORTISHEAD YOUTH CENTRE FOR THE REPLACEMENT OF FAULTY LIGHTS**

The following recommendation was made:

Portishead Town Council seeks three quotes for the replacement of the existing lighting in the 'Social Area', the 'Dance Studio' and the 'emergency lighting' at Portishead Youth Centre. The cost of the works is to be covered by the Youth Centre Building Contingency Restricted Earmarked Reserve.

A vote was taken with a majority in favour. Cllr. Lord abstained from voting.

**RW1764 TO DISCUSS THE PURCHASE OF '2 MINUTE BEACH CLEAN STATIONS'**

The following recommendation was made:

Portishead Town Council purchases a '2 Minute Beach Clean Board' and donates the board to the project. The Town Council will receive donations towards the board and will make up the current shortfall to a maximum of £300. The Council will reclaim the VAT, helping to reduce the overall cost of the project. The Clerk will work with the group regarding insurance. It was agreed that funding should come from the Environmental Earmarked Reserve.

A vote was taken with all in favour

## **RW1765 ITEMS FOR NEXT MEETING**

1. To review quotes to replace the Folk Hall's current sound system
2. Bins survey
3. The Arts Website
4. Slade Road site
5. Office refurbishment

## **RW1767 FOLK HALL CAR PARK**

The following recommendation was made:

Portishead Town Council pays North Somerset Council the sum of £1 if demanded for the transfer of the title deeds for the Folk Hall car park back to the Town Council. All legal papers are to come to the Proper Officer at the Folk Hall address.

A vote was taken with all in favour.

The minutes of the Recreation and Works Committee held on 25th October 2017 are confirmed as a true record of the meeting and form part of these minutes.

*Clerk's note: Cllr Cameron left the meeting at 9.32pm*

## **2905 PLANNING AND REGULATORY COMMITTEE (Agenda item .13)**

The minutes of the Planning and Regulatory Committee Meeting held on 1<sup>st</sup> November 2017 had been previously circulated to members.

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

### **PL575 SECTION 2 – PLANNING MATTERS (RECOMMENDATIONS TO TOWN COUNCIL)**

#### **5.1 LATE PLANNING APPLICATIONS & CONSULTATIONS**

**17/P/2512/F                    32 Fennel Road, Portishead, BS20 7FB**

Two storey side extension

The following recommendation was made:

No objections, subject to the plans complying with North Somerset Council's parking standards.

A vote was taken with a majority in favour.

**17/P/2546/NMA            18 Beach Road West, Portishead, BS20 7HR**

Non material amendment to application 17/P/1990/F ( Erection of a dwelling ) to allow the removal of the front projecting elevation pitched roof apex in-lieu of a flat top roof line, and 2, Raise the dwelling by circa 700mm from GF-UG FF level of 23.980 to 24.677.

The meeting discussed the application and it was felt that this could not be considered a Non-Material Amendment due to the significant raising of the roof and the changes in the roof outline so as to be not in keeping with the neighbouring properties. The following recommendation was made:

Portishead Town Council objects on the grounds that the application does not appear to be a non-material amendment, with the side elevation being increased beyond a reasonable height and being overbearing on the neighbours. The Town Council also requests that the relevant Ward District Councillor (Cllr. Reyna Knight) calls the application to North Somerset Council's Planning & Regulatory committee if it is recommended for approval.

A vote was taken with a majority in favour.

**5.2    HIGHWAYS UPDATE**

**1.    AVON WAY**

The following recommendation was made:

To respond to North Somerset Council's highway proposals for Avon Way requesting the following:

1. large white slow markings should be painted on the road at the appropriate locations in both directions
2. appropriate 'play area' signs should be located on existing posts in clearly visible locations
3. all extraneous signs should be removed as these can be confusing and also create a cluttered street scene

A vote was taken with all in favour.

**2.    NEWFOUNDLAND WAY**

The following recommendation was made:

To include the delay of painting double yellow lines on Newfoundland Way /unadopted roads on the next agenda of the joint DMT meeting in November 2017.

A vote was taken with all in favour.

### 3. TRAFFIC REGULATION ORDERS (TRO)

There was no recommendation made.

### 4. RESILIENCE OF HIGHWAY NETWORK

The following recommendation was made:

To include Resilience of Highway Network on the next joint DMT agenda enabling Portishead Town Council to obtain advice from the Highways authority to help in an emergency when the town becomes gridlocked.

A vote was taken with all in favour.

#### 5.3 OLD MILL ROAD

The Council thanked Cllr. Lord for providing the additional comments. The following recommendation was made:

To complete the consultation question card prepared by GL Hearn as follows:

**I'd like to see:** (please tick)

**Q: A cinema**

A: We feel it highly likely that the type of cinema expected by residents will not be commercially viable in a town the size of Portishead

**Q: New cafes and restaurants**

A: No. This would threaten existing businesses.

**Q: New brands that aren't currently in the town**

A: No. This would threaten existing businesses.

**Q: A new gym**

A: No. This will remove a very popular gym.

**Q: Better connections from the town centre to the marina**

A: No. This is unnecessary.

Portishead Town Council finds the comment card consultation to be inadequate. By asking for comments on specific units to be included in the development, it bypasses the larger question of whether the development should be allowed to take place.

This Council does not believe that the development is appropriate:

- The town's infrastructure of school places and medical facilities cannot cope with another 350 dwellings on the top of all the housing we have absorbed over the last 20 years.
- Transport is also heavily compromised and this proposal will force more residents to travel to find the services currently provided in Old Mill Road.
- The skilled jobs lost will not be replaced by equivalent employment opportunities.
- New retail and leisure outlets will threaten existing businesses elsewhere in the town. Recent figures indicate that many retail outlets are losing out to online sales, so current expressions of interest may not materialise.
- It is ironic that the proposal includes a gym in the list of new facilities, yet will displace a flourishing gym which will have to move out of town to survive.
- The area could be enhanced and developed to the advantage of all in a less draconian fashion which would keep the existing commercial character and employment of the area, while introducing some new elements.

A vote was taken with all in favour.

#### **5.4 NORTH SOMERSET COUNCIL'S PHARMACEUTICAL NEEDS ASSESSMENT (PNA)**

Cllr. Cottrell advised the meeting that Lloyds pharmacy are proposing to close their branch attached to Harbourside Medical Centre.

The following recommendation was made:

Portishead Town Council responds to the consultation stating that Portishead is adequately served by pharmacies, and would like to see the pharmacies attached to the two medical Centre's in Portishead maintained as a priority principle.

A vote was taken with all in favour.

#### **5.5 NORTH SOMERSET COUNCIL SITE ALLOCATIONS PLAN**

There was no recommendation made.

#### **5.6 PORTISHEAD TREE WARDEN VACANCY**

There was no recommendation made.

#### **5.7 NORTH SOMERSET AND MENDIP BATS SPECIAL AREA OF CONSERVATION (SAC) GUIDANCE**

There was no recommendation made.

## 5.8 NORTH SOMERSET COUNCIL DRAFT LOCAL PLANNING APPLICATION REQUIREMENTS – PART 1 DOCUMENT

The following recommendation was made:

Notes the consultation.

A vote was taken with a majority in favour

## 5.9 JOINT SPATIAL PLAN

The following recommendation was made:

That a Working Party be formed to include Councillors Burden, Mitchell, and Cottrell to prepare a response to the consultation for Town Council to consider at its meeting in December.

A vote was taken with a majority in favour

## 5.10 METROWEST – PORTISHEAD RAILWAY

The following recommendation was made:

Portishead Town Council responds:

**Q1: Are you responding as an individual or giving an official response on behalf of an organisation?**

A: *On behalf of an organisation – Portishead Town Council*

**Q2: What, if any, are your main concerns with the scheme overall? Select at least 1 option?**

A: None. Portishead Town Council fully supports this proposal.

**Q3: Regarding the scheme's area between Portishead and Royal Portbury Dock including Portishead Station area and footbridge near Trinity School, which of the following best describes you?**

A: Other. Parish Council. Portishead Town Council fully supports this proposal. The town is in desperate need of a railway and it welcomes the footbridge near Trinity school.

**Q4: For the section of the scheme between Portishead and Royal Portbury Dock including Portishead Station area and footbridge near Trinity School, please tick which aspects you'd like to share any thoughts on and use the box below to explain. You may use additional sheets if you wish.**

A: Any other aspects you wish to comment on.  
It is hoped that any actions taken at this stage will not jeopardise the future development of two trains per hour when funds become available.

Q15. Please select your overall level of support for the proposals as a whole:  
 A: Support the proposal. Fully supports the project and we welcome the assurance that nothing in these proposals will prevent the desired upgrade to a full half hour service

There were no recommendations for questions 5 -14 and 16-17. The Assistant Clerk's contact email address is provided in response to questions 14 and 16.

A vote was taken with all in favour

The minutes of the Planning and Regulatory Committee held on 1<sup>st</sup> November 2017 are confirmed as a true record of the meeting and form part of these minutes.

**2906 MATTERS THE CHAIRMAN WISHES TO PUT BEFORE THE COUNCIL**  
 (Agenda item .14)

The meeting noted the report.

**2907 ITEMS FOR THE NEXT MEETING** (Agenda item .15)

The following items were submitted for the next agenda.

1. Bristol Road playing fields
2. Public participation

There being no other business the Chairman closed the meeting at 9.56pm.

..... Chairman

13<sup>th</sup> December 2017