



PORTISHEAD TOWN COUNCIL

MINUTES OF THE 324th ORDINARY MEETING OF PORTISHEAD TOWN COUNCIL held on 17th June 2020 at 7.30pm

The meeting was held remotely via Microsoft Teams with all councillors and public being invited to attend. An audio and video recording published with these minutes and is available on the Town Councils website.

[Vimeo Video Link](#)

PRESENT: Chairman: Gardner **Councillors:** Aldridge, Bull, Cartwright (joined at 19.37), Davey, Goddard, Holland, Mason, Shepperdson, Slatter, Snaden, Sterndale, and Temple. 13 in total.

IN ATTENDANCE: M Salisbury (Town Clerk). 4 members of the public were present.

PTC20.255 APOLOGIES FOR ABSENCE (*Agenda Item 1*)

Apologises for absence due to illness were received and accepted from Cllr Charles.

PTC20.256 TO RECEIVE ANY DECLARATIONS OF INTEREST AND ANY REQUESTS FOR DISPENSATIONS (*Item 2*)

There were none.

PTC20.257 THE CHAIRMANS REPORT (*Item 3*)

A verbal report was received from the Chairman as follows:

- **Coronavirus response staff update & Living History project**

We are still operating under the Covid pandemic with 485 cases in North Somerset and 226 cases per 100,000 residents, which is high for the South West but low in terms of the UK. The recent cases at Weston General Hospital thankfully having been confined to the hospital.

Covid is still around us and the response from the community and staff, looking after vulnerable people, continues to be fantastic. Our two temporary staff have now finished their contracts and moved on to other jobs, the Covid response is now supported by PTC staff as the need for support is not over.

19:37 Cllr Cartwright joined the meeting.

We are also working with North Somerset on a living history project to understand how we learn from and take forward the community response. As we move out of community response we are think about the future services and support that may be required.

- **Support for local retailers**

With the announcement that non-essential retail can reopen from 4 July, we would like to support our local retailers. Our retailers are being innovative offering appointments, changing shop layouts and taking other measures. PTC would like to call on people to shop locally and work with Portishead Chamber of Commerce and local businesses to promote a shop local campaign to help with the economic recovery.

Resolved: all councillors happy to support this proposal.

- **Support for Black Lives Matter**

Personally, and as a counsellor, I would like to thank one of our residents Chloe Howarth who organised the act of solidarity last Wednesday, which was an impactful, meaningful, and fitting event. There is a topic on the agenda later to talk further about this issue and our response.

- **District Councillor vacancy for Portishead East**

There is a vacancy for a district Councillor for the seat of Portishead East, due to the Covid regulations there are no elections and so the seat will remain vacant until next May under the current rules.

- **Waitrose recycling facility**

This facility has been very busy and despite North Somerset Council's best efforts to increase collection frequency it is still very full, presumably due to the increase in online shopping during lockdown. The issue has been raised with NSC and Waitrose and measures are being considered to resolve the problem of large quantities of waste being left outside the facility that may include education for users.

- **Reopening of Wyndham Way toilets and halls**

The reopening of the toilets on 15 June has been delayed by a contractor withdrawing from the contract at short notice. New contractors are being sought to deep clean and operate the toilets with an enhanced cleaning schedule and hopefully we will be able to reopen them as soon as possible. We apologise for the delay in reopening them.

Community halls may be able to open from 6 July, although currently the activities for which they can be used are restricted. Once further regulations are available, we will conduct a risk assessment and will communicate our plans for reopening them.

- **Refurbishment of halls**

During the fallow period we have taken the opportunity to refurbish the community halls. Cllr Davey is leading the Folk Hall improvements with redecoration of the entrance hall area and turning it into an information point now taking place, along with other work such as the cleaning of chairs, health & safety flooring work and creating a heritage area at the back of the hall.

PTC20.258 PUBLIC PARTICIPATION (Item 4)

Robert Steeds – voiced concerns of the residents of Lower Burlington Road with cycling in the Jubilee Park area. Youngsters between the age on 11 and 15 riding recklessly down the steps and the pedestrian walkway and using the paths in the park as a cycle track. There being a considerable safety risk to pedestrians and other users, with the problem getting worse with the Covid lockdown and the summer weather. He made a call for the activity to be stopped, not only dangerous but damaging the infrastructure of the steps and suggested that a barrier at the top of the steps may be a solution to the problem.

Cllr Davey, said she has spoken to the children and part of the problem is to fine somewhere for the children to ride safely but that measures need to be taken to resolve the problem in Jubilee Park but also in other areas of the marina such as Phoenix Way. It was agreed to take this issue away and see what can be done with NSC and other stakeholders.

Annette Hennessy – noted that the pathway around the marina is a shared space and it is not illegal to cycle around the Marina. This was acknowledged as a separate from the use of the Jubilee Park steps and the residential path leading to the marina.

Paul Maltby – questioned the change in the Town Council meeting schedule to bi-monthly meetings. It was confirmed that this was the case and the matter was covered in the report and resolved at the May Town Council meeting. He voiced a concern about the reduced frequency of meetings and the ability to raise questions with 60 days. It was noted that residents are welcome to raise questions and concerns at any time with Councillors and the PTC Office rather than just using formal meetings. It was confirmed that the proposal to change the frequency of Town Council meetings was discussed and agreed by the Town Council in May with a report being made to that meeting (Agenda Item 14, PTC 20.242 refers).

Annette Hennessy – noted the interest around the Portishead East district councillor vacancy and asked Cllr Gardner to elaborate on the personal reasons why he is no longer standing as a district councillor. She also asked why Cllr Charles was not using the Portishead Independents designation at North Somerset Council but continues to do so at Portishead Town Council, effectively wearing two hats.

In connection with access restrictions at the Lake Grounds she confirmed that her correspondence with Cllr Tonkin has confirmed that there were no plans for any barriers at the Lake Grounds beyond the period of Covid measures. This was also the understanding of PTC and an apology was made if communication with her had been unclear, as it was not intended to indicate that permanent flood barriers would be installed only that a more permanent metal bar gate could be installed to restrict traffic along the Esplanade at times of heightened flood risk.

She also questioned why she was not invited to the transport working group on 7 May that considered Combe Road parking and noted that she had confirmed with Cllr Tonkin that additional disabled parking spaces would now be actioned at the Lido end of the Esplanade.

Lastly, in connection with communication it is important to understand how questions can be raised with PTC and clarity as to how residents can raise questions? In response it was stated that PTC does not have the resources to monitor all social media channels and comments for questions but assurance was given that if someone uses the contact form on the PTC website, emails, writes to the Town Clerk, calls or leaves a message on the PTC office phone line the question will be logged and dealt with. The Town Council has dealt with 107 enquiries over the last 3 months received through these routes.

Cllr Gardner apologised if his resignation as a district councillor has let anyone down but that he is even more committed to his role as Chair as Portishead Town Council and working with councillors and staff to promote positive change for Portishead. His resignation being for personal reasons and he had no further statement to make.

In connection with transport issues it was explained that the meeting on 7 May was a general business meeting to consider the interaction of Portishead transport priorities with the Portishead Neighbourhood plan, NSC and WECA plans and the immediate priorities given the changes and limitations during the period of Covid measures. Combe Road parking spaces being one of the previously agreed actions that remained important to take forward.

In connection with the parking charge proposals and other parking changes it was confirmed that consideration of these measures are currently 'parked' at NSC and no decisions had been made.

Cllr Cartwright also explained that the future of the Lake Grounds was an important priority and consideration must be given to its running in the best way possible.

PTC20.259 CONFIRMATION OF THE MINUTES *(item 5)*

Resolved – the minutes of the Ordinary Town Council meeting held on 27th May 2020 are confirmed as a true record and signed by the Chairman. All councillors present in favour.

PTC20.260 REPORTS FROM NORTH SOMERSET COUNCILLORS *(item7)*

Cllr James – Thanked Cllr Gardner for working with him as a District Councillor and he looked forward to continuing working with him as a PTC Councillor. He also thanked PTC Office staff for their work during the Covid period. He also welcomed the PTC statement on Black Lives Matter.

He is currently working with NSC on transport and social distancing measures such as those recently actioned around Portishead schools and asked that any businesses with ideas or requests for additional temporary measures to contact him or the Portishead Chamber of Commerce as NSC were currently considering what additional measures may be required. This has links to Local Cycling and Walking and Bus Strategy post Covid, as these plans together with the Local Plan are moving forward. NSC is keen to get people involved in consultation and preparation of the Local Plan.

He is also engaged with the Covid-19 outbreak at Weston General Hospital and there will be an enquiry to understand what went wrong in that case.

In connection with Lipgate Place flooding, he plans to take the question to the Executive next week to see how flood resilience can be improved. The executive member responsible being Bridget Petty.

It was confirmed that in the short term First Bus West has agreed to take on the X5 bus service, although this will no longer directly serve Cribbs Causeway. Funding for bus services is however not secure and pressure is being applied for an increase in funding particularly in the post Covid period when services will be less commercially viable. He also asked that face masks be widely used by drivers and passengers to safeguard bus staff and the public.

Cllr Snaden – spoke in connection with corporate parenting and that councillors had made pledges to get young people involved and he intended to offer training on vehicle maintenance, push bikes or cars. He is looking for companies or garages that can help with this project.

PTC20.261 REPORTS FROM PORTISHEAD TOWN COUNCILLORS *(item 8)*

Cllr Slatter – updated that the Youth Centre plans to reopen its coffee bar from Monday for a takeaway service. Kim and Karen who work there are putting in a large amount of effort to reopen the facility and raise some money for the centre.

PTC20.262 FINANCES (Month 2 2020-21) MAY 2020 *(item 9)*

Resolved – the schedule of payments and the bank reconciliation for May 2020 is approved. *All councillors present in favour.*

PTC20.263 MEMBERSHIP OF OPEN SPACES SOCIETY *(item 10)*

Resolved – To approve the renewal of membership to the Open Spaces Society for 2020-21 at a cost of £45. *All councillors present in favour.*

PTC20.264 SUPPORT FOR BLACK LIVES MATTER *(item 11)*

The resolution was discussed with Councillors making various comments in support of the motion and the recent public gathering and show of support.

Cllr Shepperdson suggested that PTC ought to reach out to NSC for support and education in connection with this matter and what we can do as a Town Council guided by the District Council. Cllr James suggested that the NSC Equalities Office, Louise Roberts, should be contacted as she may be able to offer some training and guidance. Education being the way forward to get people to think more positively and learn from the recent events. Cllr Goddard spoke of the challenges faced and again that education is important.

The group Refugees Welcome North Somerset was highlighted as another group being able to provide expertise and experience in this area.

Action: it was agreed that contact should be made with NSC to explore training and education opportunities.

Resolved – Portishead Town Council is proud to stand in solidarity with both individuals and communities affected by the killing of George Floyd, and those everywhere who are coming together across the world to challenge racism. To stay silent at this time is to give in, and in doing so, is to condone. Racism and prejudice, whether overt or covert are real things – and the pain and suffering caused to those who experience it is profound and unacceptable. It does not just happen in ‘other’ places; it is also faced by people locally. In recognising that, and in not accepting it, we as a community can make it clear that Black Lives Matter, and acknowledge that whilst there is progress to be made, there is, and there must be, hope for the future. *All councillors present in favour.*

PTC20.265 MERLIN PARK NEW SKATE PARK NEW LEASE *(item 12)*

Resolved – To approve the entry into the lease with North Somerset Council (as landlord) and Portishead Town Council as tenant and to authorise Martin Salisbury as Town Clerk to act on behalf of the Council to enter into the lease by the application of the Common Seal of Portishead Town Council, to make the Statutory Declaration, to acknowledge receipt of the Landlords Notice and take all other actions required to execute and register the lease and the councils interest in the lease (including authorising Star-Legal to swear the statutory declaration on behalf of PTC).

All councillors present in favour.

PTC20.266 FOLK HALL FLOOR REFURBISHMENT (item 13)

Councillors received the schedule of Folk Hall refurbishment works and in connection with the proposal to renovate the floor in the main hall it was.

Resolved – To approve acceptance of the quote from Supplier A and proceed with this work. *All councillors present in favour.*

Damaged caused by tap dancing was also mentioned and it was agreed to look in to measures that could protect the floor, such as individual mats. It was also mentioned that current rules do not allow the use of halls for dog training and this restriction should be reconsidered.

PTC20.267 GRANT OF BRISTOL RD PLAYING FIELDS ACCESS LICENSES (item 14)

Resolved – To approve the sending of letter inviting applications for the grant of licenses and the grant of licenses (substantially in the form set out in the report) to residents of Bristol Road requesting such. To authorise the Clerk or Deputy Clerk to grant licenses upon receipt of valid applications and to confirm that there are no plans to change the shared communal access to the playing fields for the group of houses nearest the playing fields entrance. *All councillors present in favour.*

PTC20.268 REPAYMENT OF ALLOTMENT ASSOCIATION LOANS (item 15)

Resolved – To acknowledge the repayment in full of the loan of £1,500 made to Gertie Gales Allotment Association in January 2016 and the loan of £500 made to the North Weston Allotment Association in March 2018 and to release the association from any obligations under those loans. *All councillors present in favour.*

PTC20.269 DOG BIN CONTRACT RENEWAL (item 16)

Resolved – To approve acceptance of the quote from Supplier B and award the contract for this work, subject to agreement of satisfactory SLA. *All councillors present in favour.*

PTC20.270 APPOINTMENT OF PTC REPRESENTATIVES TO EXTERNAL BODIES (item 17)

Resolved – To appoint the following members to represent PTC in dealings with the external bodies for the year 2020/21, with the proviso that Cllr Charles be appointed to the Youth Centre if there is space for another or an alternate representative.

All councillors present in favour.

External body	PTC Representative Members
Twinning Association	Cllr J Davey
Portishead Youth Centre	Cllr T Slatter, Cllr N Holland, and Cllr C

	Charles – if space or alternative representative required.
Gerties Gales & North Weston Allotments	Cllr S Temple, Cllr R Cartwright
Citizens Advice North Somerset (CANS)	Cllr P Shepperdson, Cllr S Temple
Nailsea & District Community Transport	Cllr P Sterndale (Trustee)
Portishead Partnership Steering Group – Portishead Childrens Centre	Cllr T Slatter, Cllr S Mason
Lake Grounds Management Committee	Cllr J Davey, Cllr C Goddard
Parish Wharf Winter Boat Storage	Cllr R Bull
Single Use Plastic Free Community Steering Group	Cllr R Cartwright
Portishead Fair Trade Association	Cllr S Mason

PTC20.271 DATE OF THE NEXT MEETING (*item 18*)

The next Ordinary Town Council meeting will be held on Wednesday 15th July 2020 at 7.30pm

Meeting Closed: 9.25pm

Signed:..... Chairman. Portishead Town Council

Date:.....