

**MINUTES OF THE 316TH ORDINARY MEETING OF
PORTISHEAD TOWN COUNCIL
10TH JULY 2019 AT 7.30PM**

PRESENT: Councillor P Gardner - in the chair

Councillors Slatter, Cartwright, Shepperdson, Davey, Holland, Mason, Snaden, Goddard, Temple, Bull, Aldridge, Sterndale

IN ATTENDANCE: S.Sherborne (Assistant Clerk), 2 Press representatives, 27 members of the public

Councillor Gardner welcomed everyone to the meeting and made it known that the proceedings were being filmed and lived streamed for public viewing. He pointed to the location of the camera should anyone wish to be excluded from the filming.

PTC 19.57 To receive and accept apologies for absence

Apologies were received from Councillor Charles. It was also noted that the Town Clerk Andrea Durn had given apologies due to ill health and thanks was expressed to the Assistant Clerk, Sharon Sherborne, for clerking the meeting.

PTC 19.58 To receive any declarations of interest and any requests for dispensations

There were none received.

The Chairman changed the order of the meeting.

PTC 19.59 To receive Motions and agree actions:

Two Motions had been received:

- A. to reverse a previous resolution to 'not include public names from the public participation on Minutes including the March Minutes of the Portishead Town Council meeting dated March 15th, 2019.
- B. 'a record of public participation, as part of an agenda item shall be Minuted against that agenda item. The record shall include the member of the public unless the member of the public expressly requests their name not to be not included'.

A discussion took place concerning:

- some Parish Councils who do and some that do not record names on Minutes
- GDPR (General Data Protection Act) and there were some grey areas that had yet to be tested in law.
- ICO and how it can be interpreted that names on Minutes can offer democracy

RESOLVED that

- A. to reverse a previous resolution to 'not include public names from the public participation on Minutes including the March Minutes of the Portishead Town Council meeting dated March 15th, 2019.
- B. 'a record of public participation, as part of an agenda item shall be Minuted against that agenda item. The record shall include the member of the public unless the member of the public expressly requests their name not to be not included'.

PTC 19.60 To receive presentation/reports from organisations:

Janine Clements from Turn the Tide (TTT) gave a resume of the voluntary work undertaken in Portishead:

- beach cleans – each month one public and one committee clean is undertaken.
- sea bin was successfully launched.
- environment educational events at schools and clubs.
- litter pick support to PiB (Portishead in Bloom) and Raft race.
- engaging with businesses for a plastic free community.
- ongoing projects - some businesses around the town have engaged with Refill Portishead (get your bottle filled with water), Final Straw (use of paper straws), Terracycle Scheme (crisps recycled in the town in 6 weeks 27,600 packets) these are recycled to make playground equipment. Bristol Conductive Education receive a monetary award for the scheme and they recently received £262. Some of this went towards the hire of a therapy donkey for children.
- a plastic free event in partnership with Waitrose is being held in the Waitrose Café on 31st July 2019, 7.30pm-9.00pm.
- new projects include a Recycling Map – on TTT's website and gives details where you can recycle, Little Hero's – for children to gain a badge for carrying out certain activities over the summer.

Janine explained how the Town Council could support TTT:

- providing high tech super bins – feed me litter – like the ones in Bristol. They compact rubbish, are solar powered and alert Bristol Waste when they need emptying.
- Terracycle scheme – expanding the scheme to include confectionary, oral care and bread bags, which can't be taken by NSC (North Somerset Council) kerbside recycling.
- recycling kerbside – to lobby NSC for more kerbside recycling or embark on a Terracycle scheme. Cardiff recycle most if not all plastics from kerbside collections.
- to consider providing a Ballot Bin for the Lake Grounds to combat cigarette butts. Customisable ashtray proven to reduce butt litter by around 50%. A question is put on the bin e.g. Boris or Jeremy and the smoker selects their answer by putting their

butt in right slot within the bin. The stack of butts is seen from behind a section of glass in the bin.

- Attending the next beach clean on 20th July. Further details can be found online <https://www.turnthetideportishead.co.uk/>

Janine confirmed that the Terracycle scheme operates from the Moose Hall and collects dental/oral care items, biscuit and confectionary wrappers and home cleaning products. Both Parish Wharf and Waitrose are involved with the crisp packet scheme, which is being considered by Gordano School. Unfortunately, with the scheme you can only have one nominated packer who interacts with the courier for collection. However, volunteers could collect and help the nominated person pack.

Councillor Gardner asked Janine to provide the Town Council with details of the bins and costs and thanked the volunteers for all their help.

Brian Clayton introduced himself and explained that he has lived in Portishead for approximately 30 years and is the President of the Royal British Legion (RBL) in the town. He wished to talk about two items:

- the annual Remembrance Day parade is a civic event organised by the local branch of RBL at the request of the Town Council. A request has not been received for several years and therefore, if the Town Council do wish for the event to be organised by the RBL can a letter be sent to either Brian Clayton or the Chairman/Secretary of the RBL local branch authorising them to do so on the Town Councils behalf. This is a legal requirement and aids road closures. Mr Gardner confirmed that a letter would be sent from the Town Council asking RBL (Portishead Branch) to make the arrangements on behalf of the Town Council.
- In 2021 the branch will celebrate its centenary; it was formed in June 1921 to look after the welfare of the service people returning from the first world war and their dependence. The branch covers all parishes and towns from Leigh Woods to Clevedon. The Poppy Appeal last year raised in excess of forty thousand pounds. A small committee has been formed within RBL to celebrate the centenary. He will keep the Town Council informed of developments and hopes that the Town Council will give its support. Anyone is welcome to pop into the RBL meetings, which are held on the third Monday of the month at Clarence House.

Councillor Cartwright offered his assistance and support to Brian Clayton and Councillor Gardner thanked Brian and the RBL Portishead branch for all the work they do.

Johnathan Lewis the Treasurer of Portishead Christmas Lights committee informed the meeting that it is only four and a half months to the switch on. He spoke in relation to:

- the Raft Race, which ran very smoothly and was an enjoyable day. His committee could not take credit as they did not organise the event, they only helped a little bit.
- last years Soapbox Race attracted over ten thousand people and again it is an enjoyable event.
- Posset Singers, who serenaded the Christmas lights volunteers last year are going to organise a summer concert with all proceeds going to the Christmas Lights committee.

Anyone wanting to support these events should look at the Christmas Lights committee website page:

<https://portisheadchristmaslights.co.uk/volunteering>

Councillor Holland spoke on behalf of the Posset Singers and confirmed that the concert is this coming Friday (12/07/19) at St Peter's Church, Portishead. All are welcome.

www.possetsingers.co.uk/ Councillor Davey added that there is a concert at St Peter's Church on Monday evening in aid of the Food Bank.

PTC 19.61 To discuss and agree the following recommendations from the Planning and Regulatory committee:

19/P/1371/FUL FORMER GARAGE SITE OFF WEST HILL, CHANNEL VIEW ROAD, PORTISHEAD

Removal of former garages and construction of 8 no. residential units with associated car parking and landscaping

Councillor Gardner welcomed Alliance Homes, who had agreed to attend the meeting and respond to comments and concerns from the Town Council and residents. Iain Lock (Head of Investments) and Eve Hughes (Development Officer) introduced themselves to the meeting.

Malcolm Kemp spoke in relation to the concerns he had regarding the application and associated closure of the car park on West Hill, which he had outlined in his letter dated 8th July 2019 that he presented to Town Councillors shortly before the meeting commenced. He apologised for not meeting the deadline to submit his concerns to Alliance Homes via the Town Council office. His comments included:

- the block of garages is unused because the garages are not fit for purpose.
- illegal parking and congestion on West Hill by Tesco Express.
- under current building regulations these apartments require 50 parking spaces.

- will have a negative impact on the community, the application fails to take the opportunities available for improving the character and quality of the area and the way it functions. This is a quotation from the governments National Planning Policy Framework (NPPF), which states that permission should be refused for applications of this nature. In his opinion he believes the site can be developed to provide the necessary accommodation and parking.

Eve Hughes confirmed that:

- the car park is owned by Alliance Homes.
- the reason for housing is due to NSC having a shortfall on housing delivery.
- affordable homes are needed in the area with affordable rent (at 80% of market value) capped at LHA (Local Housing Allowance).
- on-street parking can be used by existing nearby Alliance Homes residents as the garages are not fit for parking.
- the scheme, with exception to one flat, provides 2 parking spaces per flat.
- Alliance Homes will not discriminate, the flats will be available to those most in need and selection will be made by its Home Choice system.

Geoff Hardman:

- referred to the previous application on the site in 2017/2018 for 12 units, which was not well received. He feels the applicant is testing the new Council with misleading information.
- he questioned the statement made previously that Alliance Homes would build the homes at a financial loss and what they classify 'affordable'.
- believed that the retaining wall at the back is safe and not unsafe as claimed.
- gave his concern in terms of the parking provisions and that on-street parking in the area is not an option.
- lack of privacy for residents.
- minimal size of units.

Lin Morrissey:

- questioned if the flats were affordable to buy or rent and if in the future the flats would be available for purchase by the occupants .
- noted that the two front flats were subterranean. The windows would be level with the road and would have little natural light. It was not clear if the windows are openable.
- was concerned about the size of the rooms. The government are now recognising that the size they

defined for rooms is too small and are looking to increase the sizes.

- felt that the development was one storey too high, there were too many units and the size of rooms should be increased, which would in turn help with the parking issues.

Eve Hughes appreciated the valued comments in respect to the internal design e.g. washing/drying provisions and opening of windows. In terms of density, as they are a not-for-profit organisation the numbers need to stack, so reducing the number of units would have an effect on being able to provide homes. She confirmed that the flats had been modelled for social renting and will remain an Alliance Homes asset. Currently on the plans the top of the windows will open on the ground floor flats but are restricted for safety reasons.

Iain Lock informed the meeting that Alliance Homes inherited NSC's housing stock in 2006 and are landlords for 6,500 former council homes. They recognise the crisis of affordable homes and housing stock. The rent charges are set by a government formula (Homes England), who have provided grant funding to help build the development as it is loss over return for Alliance Homes in its 30 years business plan.

Councillor Goddard questioned whether in such an affluent area as Portishead if 80% market value reflected affordable housing. Also, if the flats would be available to Portishead residents. Iain Lock explained the capping and gave an example of £151.50 per week capping for a two bedroomed flat. Eve Hughes explained the bidding process and so those most in need will acquire the flats.

Councillor Shepperdson questioned if there is a difference between social housing and affordable housing. Eve Hughes explained that social rent is a tenure and affordable rent is another tenure. Affordable rent is grant funding with conditions.

Councillor Davey referred to a sum of s.106 money (£45,000) earmarked for affordable housing in Portishead that was spent on a development in Weston. She asked if in Alliance Homes opinion this scheme would be eligible to receive s.106 money from NSC in order to make it more affordable. Iain Lock believed that the only way to use the s.106 money would be to reduce the amount of money put in by the government grant.

Councillor Slatter asked if it was normal to inherit a car park as part of a housing stock. Iain Lock confirmed that it was not an unusual arrangement.

Geoff Hardman:

- there appears to be no disabled facilities e.g. ramps.
- where are the play areas for children that may be housed in the flats.
- to be aware of the road infrastructure as it's a bit of a rat run.

Councillor Sterndale questioned the number of flats (8) versus parking spaces (15) and were these new parking spaces and not spaces that are being taken away? Eve Hughes confirmed that there will be 13 car parking spaces in the car park that is currently closed off and 2 spaces provided where the garages are/development.

Councillor Gardner reminded residents to submit their comments online to NSC and thanked both Iain and Eve from Alliance Homes for coming along to the meeting to answer questions.

Councillor Holland had noted that not all the plans were available on NSC's website. Eve Hughes confirmed that she would take the matter up with NSC.

PTC 19.62 To receive any questions or submissions from members of the public in attendance

Councillor Gardner informed the meeting that Councillor Slatter would be detailing comments from public participation of the flipchart during the meeting.

David Townsend:

- referred to the good advice from John Clark in the NS Times regarding not dwelling on the past but looking to the future.
- he asked if the Town Council had investigated the account closing balance of the last council administration and the account opening balance of the new council administration, and to ensure this has been accurately recorded. At the recent Portishead Residents Annual meeting there was a clear request for the new Portishead Town Council administration to provide independently audited accounts.

Councillor Gardner agreed to investigate the matter with the Town Clerk and report back to David Townsend. Councillor Bull, Chairman of Staffing & Finance, reported that the first Finance meeting is being held on 24th July 2019 at which time the matter will be investigated.

Ann Townsend:

- talked about the land known as Portishead Golf Course and that currently it is designated Local Green Space (LGS). This status enables local communities to secure green spaces of local importance, and it is well documented how important this land is to the community.

She expressed her concern of potential development following a recent acquisition of footpaths. She recalled a previous attempt to protect the land using Town Green Status (TVG) legislation but planning permission had been awarded in 2015 preventing TVG. An explanation of the difference between LGS and TVG was offered: LGS - New development on the land is ruled out..... "Except in special circumstances". TVG - The registration of land is superior to that of LGS, because it gives permanent protection and ensures the local people have the right to use the land for recreation. Nothing can be done which interferes with the public's use of the land unless it is for "the better enjoyment of the green" This is decided by the community She asked that the Town Council writes to NSC and formally asks them to voluntarily register the land in question as soon as is practically possible
- gave her expressed permission to have her name recorded in the Minutes.

Councillor Gardner informed Ann Townsend that he would take the golf course matter forward with NSC.

Steve Timmins:

- representing a campaign group called 'save Weston A & E and protect our NHS North Somerset talked about the local hospital in Weston that is much easier to get to and park than the BRI in the centre of Bristol. He referred to the Healthy Weston Consultation run by Bristol, North Somerset and South Gloucestershire Clinical Commissioning Group (CCG) who are proposing to shut Weston Hospital A & E department in two stages. Firstly, the opening hours will reduce to 08.00-22.00 and the second stage, when the hospital is downgraded to an 'urgent treatment centre', like that of the Cottage Hospital in Clevedon. The CCG derived at this downgrade as it stated that the Weston hospitals catchment area amounts to no more than 152,000 people in 16 GP practices around Weston and that it only takes 30 minutes to drive from Weston to Bristol/Taunton hospital. He believed that GP's in this area refer patients to Weston making its catchment area in the region of 200,000 people. The campaign group of professionals identified several misstated statistics. They believe the consultation is not fit for purpose. Insufficient hospital doctors/GP's/nurses have been recruited ready for the new model to start in October 2019 and its proposed merger with the BRI has been put back by six months. He urged Portishead Town Council to join forces with

other town and parish councils within North Somerset to stop the downgrade of a vital resource in our county. He understood that Weston Town Council already has a Motion before it to consider and he would be delighted to help Portishead Town Council create its Motion to follow.

Councillor Shepperdson asked if Clinical Director appointments had been made in terms of Primary Care Networks. Steve Timmins confirmed that this had not been mentioned on any of the Healthy Weston sites.

Councillors Davey and Shepperdson agreed to draft a Motion to be considered at a future time.

Patrick Heaton-Armstrong:

- discussed the Local Plan 2018-2036 Issues and Options document, in which it suggests that settlement boundaries are reviewed. It states *“The new Local Plan presents an opportunity for a comprehensive review to reflect new development, planning consents, new allocations, and any identified anomalies. This includes reviewing settlements in the Green Belt to assess whether there are opportunities to allocate sites and review boundaries for specific local needs and in exceptional circumstances”*. *“A review of the settlement boundaries will assess all settlements which have an existing boundary identified through the Core Strategy and Site Allocations Plan”*. Both Portishead and Portbury are included in the list. In view of the Press commentary from the first few days of the Public Enquiry, which is taking place in the Guild Hall in Bath and the detailed questioning on behalf of developers, had the Council considered these issues in view of the rumour that Persimmon Homes has purchased/taken out considerable options on the land alongside the Portbury Hundred? Albeit land which comes within Portbury Parish Council. He gave his concern that the existing North Somerset Local Plan may be rejected by the Inspectors in favour of new settlements closer to the centres of work e.g. Portbury, Avonmouth and Severnside. Suddenly Portishead finds itself with an inconceivable situation, thinking its “full up” but suddenly someone moves the goal posts.

Councillor Huw James confirmed that NSC had met earlier that day and had discussed strategic locations to build. He understood that Long Ashton was a more strategic location to build in the greenbelt. He emphasised that NSC will be made to build homes within the district.

Councillor Davey:

- understood that there are problems building on Ashton Vale due to mines under the land and this is affecting the number of homes that can be built.
- noted that infrastructure costs for garden villages (Banwell, Churchill, Nailsea and Backwell) could not be met by Highways England.
- believed that if the Joint Spatial Plan (JSP) is rejected it will only leave Abbots Leigh, Failand, Ashton Vale, Portishead and Portbury as potential locations to build. She felt that land behind High Down, in North Weston and along the Portbury Hundred is in jeopardy of development. In her opinion the problems on junction 19 are in fact halting more development in the town but Wyndham Way is due to be widened, which might alleviate some of those problems.
- regretted that a Neighbourhood Plan had not been created by the previous administration.

Councillor James asked for everyone to work together to build a plan fit for purpose. This was echoed by Councillor Gardner.

Kenneth Smith spoke in relation to:

- his concern for the closure of Weston General hospital A & E department.
- the Town Council creating a committee to look at the infrastructure to fight future development in the town.
- planning application 19/P/1371/FUL and it not being a suitable site.
- agenda item 8 and the importance of NSC councillors providing updates to the residents in the Town Council meetings.

Annette Hennessy:

- thanked the Town Council for listening in terms of recording names on Minutes.
- felt in her opinion the land on the Portbury Hundred was not safe from being developed and the settlement boundary between Portishead and Portbury should remain as both have its own unique identity.

Assistant Clerk note: Councillor Davey leaves the meeting

PTC 19.63 To approve and sign Minutes of the Full Council meeting held on 19th June 2019

Councillor Slatter gave her disappointment that the notes she took on the flipchart were not recorded and that her name should be removed from Minute Number PTC 19.38, a), Planning & Regulatory committee membership.

A discussion took place regarding the requirement for eight members and Councillor Snaden came forward to stand on the committee. A vote then took place.

RESOLVED that

The membership for the Planning and Regulatory committee for 2019/2020 includes Councillor Snaden and removes Councillor Slatter.

Councillor Shepperdson highlighted that the Minutes should be amended PTC 19.38 b) and her name removed from the Rec & Works committee membership.

Councillor Goddard reported that these errors have been identified to the office.

Councillor Gardner agreed to amend the Minutes.

RESOLVED that

With the following amendments: removal of Councillor Slatter and inclusion of Councillor Snaden in Minute number PTC 19.38, a) and removal of Councillor Shepperdson from Minute number PTC 19.38 b) the Minutes for the full Council meeting on 19th June 2019 be approved as a true and correct record.

Assistant Clerk note: Councillor Davey returns to the meeting

PTC 19.64 To receive the Chairman's report

Councillor Gardner:

- reiterated that the Town Council is here to represent everybody. Anyone who wishes to work with them for the greater good of Portishead is more than welcome to do so.
- thanked everyone involved in the Wild Portishead evening that was very successful.
- he was pleased to welcome PiB judges on Monday. He thanked PiB volunteers for all their hard work as the town looked fantastic.
- drew everyone's attention to the Transport meeting that was being held on Thursday 11th July in the Folk Hall from 8.00pm onwards. Comments and suggestions from members of the public will aid the councils transport strategy for the future.
- gave an update about the coastal path (Minehead to Bristol). Natural England will be holding an 8-week consultation from 25th July. <https://www.gov.uk/government/collections/england-coast-path-improving-public-access-to-the-coast>
- congratulated the organisers of the Raft Race. He understood that they raised over twelve thousand pounds on the day.

PTC 19.65 To receive and note the Clerk's report

Councillor Gardner understood that the Town Clerk wished to note the success of the Wild Portishead event.

PTC 19.66 To receive reports from North Somerset District Councillors

Councillor Holland:

- reported that she had today met with officers to discuss the up and coming electric vehicle charging points.

Councillor James:

- informed the meeting that maintenance on Bristol Road would be undertaken when the schools break for summer. Information will be given to residents that could be affected.
- has been in discussion with Bristol Road residents regarding providing a pavement on the football club side of Bristol Road. This is not currently on NSC's schedule to provide.

Councillor Snaden:

- reported that he was still undergoing various training.
- has been investigating the drainage along Nore Road and the High Street, which appear to be full. He is taking the matter up with NSC.

Councillor Gardner:

- a report was submitted to NSC's officers in respect to the double yellow lines experiment on Newfoundland Way. The experiment is likely to be extended.
- had volunteered to help NSC with the governance model for North Somerset, helping the decision process to be more open and transparent and engaging with the public. A report will be submitted, and any changes are not expected until May 2020.

Councillor Goddard:

- understood that Portishead's Summer Show is reaching out for volunteers to help on Wednesday 24th and Thursday 25th July. Any help would be appreciated.
- reported that the Town Council would be extending an invitation to all local businesses to join them on 12th September to talk about their views on how to bring shops to the High Street and how the Town Council can support them and engage them in the Neighbourhood Plan.
- Chamber of Commerce meeting tomorrow (11th July).
- referred to the Neighbourhood Plan and a callout the Town Council has made for volunteers to help. She believes a plan is the way forward to make sure that any developments in the town are in the right places. Anyone interested should contact her by email: caroline.goddard@portishead.gov.uk

Councillor Shepperdson:

- thanked Turn the Tide for their presentation. She was unaware of how much had already been achieved in the town.
- reported that the first East Ward surgery took place a couple of weeks ago and key questions asked were 'what the council is doing in terms of climate change'. She understood that NSC had already declared a state of emergency. She wants to put a proposal together to bring all of the climate change initiatives into one place so that a coherent plan can be developed. A meeting will be planned, and a plan put together aside from the Neighbourhood Plan.

Councillor Slatter:

- thanked everyone who came along to their exhibition on Sunday at the Raft Race. Most comments related to Transport and not Housing.

Councillor Cartwright:

- has been out around the town with residents and farmers investigating potential sites to plant trees to combat the noise from the motorway.

Councillor Davey:

- had attended a meeting at the Lake Grounds with NSC officers along with Sandy Tebbutt and Councillor Gardner. NSC have been requested to propose a professional to access the lake to see what work is required and how much money would need to be raised for the works.
- it was understood that the lease for the café and part of the boathouse comes up for renewal at the end of 2019. The Town Council will be made aware of all the options.
- It was agreed that the paddling pool be included on NSC's cleaning/maintenance list. No start date was offered.

Councillor Aldridge:

- has been working hard with Andrea to prepare the Recreation and Works agenda for next week's meeting.
- has arranged to meet NSC officers on Friday to discuss and agree the trial sites. He has asked the likelihood of getting landlords consent and is waiting a response. He urged his fellow District Councillors to ask this same question of NSC.
- reported that he had met with two Bristol Road residents regarding the football club. The matter is ongoing.

Councillor Temple:

- has been out and about familiarising himself with the Ward.

Councillor Sterndale:

- Reported that so far seventeen volunteers pre the advertisement in the paper had come forward to help with the Neighbourhood Plan. She and Councillor Goddard plan to meet up to go through the volunteers and see in which area the volunteers can help with.
- in terms of climate change and the Neighbourhood plan. The plan is only concerned with climate change in respect to land not the recycling of crisp packets.

Councillor Mason:

- Has had various telephone conversations and met with people but this was fairly standard.

PTC 19.67 To agree to recall the WW1 Commemoration Working Group to discuss the replacement of the water fountain and make recommendations to a future Full Council meeting

Councillor Gardner explained to the meeting that sadly the water fountain had to be returned. He proposed that the WW1 Commemoration Working Group are recalled to discuss putting forward a different commemoration. Councillor Cartwright who is heading this project may also involve new members to the group.

RESOLVED that

The Town Council writes to all those that were on the WW1 Commemoration Working Group asking them to reconvene to discuss and propose to the Town Council an alternative commemoration to replace the water fountain that was not installed.

PTC 19.68 To discuss the holding of a Community Fair and agree actions

Councillor Davey and Tracey Fowler agreed to get together to arrange holding a community fair.

Councillor Mason felt that it would have been useful to have received a report ahead of the meeting, even if it was just to discuss holding the event. A similar statement was made regarding agenda item 19 (The Flag).

RESOLVED that

Portishead Town Council authorise Councillor Davey and Tracey Fowler to prepare and submit a plan to Portishead Town Council to hold a community fair in the town.

PTC 19.69 To discuss designing a flag for Portishead and agree actions

Councillor Slatter had noted the request for a Portishead flag from a resident in a previous meeting and this was to record that she was following up on the proposal.

RESOLVED that

Portishead Town Council authorise Councillor Slatter to investigate producing a Portishead Flag and to provide a report of her findings to Town Council.

PTC 19.70 To discuss and agree the following recommendations from the Planning and Regulatory committee:**a) Late Planning Applications & Consultations****19/P/1371/FUL Former Garage site off West Hill, Channel View Road, Portishead**

Removal of former garages and construction of 8 no. residential units with associated car parking and landscaping.

Councillor Mason gave the response options available to the Town Council and Councillor Gardner explained the process of calling-in applications to NSC's Planning committee rather than the application being determined by a Case Officer.

Councillor Mason proposed objecting to the application due to the various concerns raised by neighbours and ask that the NSC Ward Councillor calls the application to committee.

RESOLVED that

Objects to the application due to the various concerns raised by neighbours and the consequential detrimental effect on the area due to the lack in infrastructure. Portishead Town Council request that the relevant Ward District Councillor calls the application to North Somerset Council's Planning & Regulatory committee if it is recommended for approval.

19/P/1507/FUL 59 Bristol Road, Portishead, BS20 6QG

Application to change condition to replace drawings showing a first floor on garage and change the handing on the landscape and drainage plans.

The meeting noted that there were no objections to consider.

RESOLVED that

No objection

19/P/1517/FUH Cantegril, 20 St Marys Road, Portishead, BS20 6QW

Two and single storey rear extensions.

The meeting noted the comments from the Tree Warden '*It is very hard to identify the actual house. The houses on that side of the road are set up the bank quite a lot so anything done in the back gardens or sides will not affect the street scene at all. It's quite different on the other side. Even if trees and hedges are damaged, they will not be visible from the road.*'

RESOLVED that

No objection subject to no valid objection from neighbours
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19/P/1557/FUH 78 Combe Avenue, Portishead, BS20 6JT

Rear dormer, single storey side and rear extensions

RESOLVED that

No objection subject to no valid objection from neighbours.

b) Highways Update & parking**i) Avon Way**

There was no recommendation to consider.

ii) Yellow Lines Trial – Newfoundland Way

There was no recommendation to consider.

iii) Tower House Parking

Councillor Mason asked for the meeting to note that this should read Tower Farm. The meeting discussed the recommendation

for Councillor Holland as District Councillor to forward a copy of Councillor Bull's emailed proposal to David Bailey in the Highways department for his consideration.

RESOLVED that

Councillor Holland as District Councillor forwards a copy of Councillor Bull's emailed proposal to David Bailey in the Highways department for his consideration.

iv) Road Speed Review

The meeting noted the recommendation for the Town Council to write to NSC to ask them what number of vehicles they constitute as bad compliance in terms of the speeds travelled by vehicles using Bristol Road.

Councillor Gardner gave an update reporting that he had already written to NSC and had spoken to Councillor Tonkin about the matter. He is awaiting a response. Councillor Mason agreed that a letter, by way of a combined effort with Councillor Gardner's letter, is sent to NSC.

RESOLVED that

Portishead Town Council writes to NSC to ask them what number of vehicles they constitute as bad compliance in terms of the speeds travelled by vehicles using Bristol Road.

c) To Review the Schedule of Committee Meetings and Agree any Actions and Recommendations

The meeting considered the recommendation for Portishead Town Council to hold its Planning & Regulatory committee meeting on 7th August 2019 at 7.30pm as scheduled.

RESOLVED that

Portishead Town Council holds its Planning & Regulatory committee meeting on 7th August 2019 at 7.30pm as scheduled.

d) To Review the Committees Terms of Reference and Agree any Actions and Recommendations

The meeting considered the recommendations as outlined in red on report dated 03/07/19 (Agenda Item 6.4) the details of which are outlined in bold italics below:

- i.* The Committee will consist of 8 members: The Chairman, Vice Chairman, and normally 2 councillors representing each of East and West Wards, and 1 councillor representing each of North and South Wards. It is permissible to depart from this pattern of representation ***providing 8 members reside on the***

committee. The membership will normally be appointed at the Annual Meeting of the Town Council. ***Additionally, the matter can be reviewed by the Planning committee and subject to approval by Town Council.***

- k In relation to planning applications ***and consultations*** the committee is given delegated authority to reach decisions on comments to be communicated to North Somerset Council ***and external bodies. It is also given the authority to form a Working Party to consider and agree responses on behalf of the Town Council.***

- m. ***The Chairman of the Planning & Regulatory committee may wish to propose a “delegated Chairman decision” to the members of the Planning committee with a view to responding to a planning application rather than debating the matter at a forthcoming meeting. This would require the agreement of at least 4 Planning & Regulatory committee members.***

RESOLVED that

Portishead Town Council approves the changes to its Planning & Regulatory committees Terms of Reference, as outlined in bold italics:

- i. The Committee will consist of 8 members: The Chairman, Vice Chairman, and normally 2 councillors representing each of East and West Wards, and 1 councillor representing each of North and South Wards. It is permissible to depart from this pattern of representation ***providing 8 members reside on the committee.*** The membership will normally be appointed at the Annual Meeting of the Town Council. ***Additionally, the matter can be reviewed by the Planning committee and subject to approval by Town Council.***

- k. In relation to planning applications ***and consultations*** the committee is given delegated authority to reach decisions on comments to be communicated to North Somerset Council ***and external bodies. It is also given the authority to form a Working Party to consider and agree responses on behalf of the Town Council.***

- m. ***The Chairman of the Planning & Regulatory committee may wish to propose a “delegated Chairman decision” to the core members of the Planning committee with a view to responding to a planning application rather than debating the matter at a forthcoming meeting. This would require the agreement of at least 4 core Planning & Regulatory committee members.***

- e) **North Somerset Cycle Forum**
There was no recommendation to consider. Councillor Aldridge understood that there had been an altercation between a walker and a cyclist. The debate was about signage around the marina. Councillors Aldridge and James will be working together to arrange funding to provide signage.

- f) **Statement of Community Involvement Revision 2019**
The meeting noted the recommendation to respond to the consultation with no objection to the changes in the SCI document.

RESOLVED that

Portishead Town Council responds to the consultation that it has no objection to the changes in the SCI document.

- g) **North Somerset Council – Shop Front Design Guide**
The meeting considered the recommendation for Portishead Town Council to facilitate a working party consisting of Councillors Mason, Cartwright and Holland to consider and respond to the Shop Front Design Guide consultation on behalf of the Town Council.

RESOLVED that

Portishead Town Council agrees to facilitate a working party consisting of Councillors Mason, Cartwright and Holland to consider and respond to the Shop Front Design Guide consultation on behalf of the Town Council.

- h) **Bus Surgery**
There was no recommendation to consider. Councillor Gardner questioned whether it was necessary to continue with the bus surgery in view of the transport meeting being held tomorrow (11/07/19). Councillor Bull felt it appropriate to make that decision after the transport meeting.

- i) **Portishead Neighbourhood Plan**
There was no recommendation to consider and the matter had been discussed briefly earlier in the meeting.

- j) **Children Safe to School Campaign**
There was no recommendation to consider.

- k) **Street Naming – Development of 5 dwellings – off Slade Road – 18/P/3817/FUL**
Councillor Mason read the proposals that had been submitted from residents: Lily's Mead, Lily's Orchard, Lily's Meadow, Slade

House Gardens, Slade Gardens, Orchard Mews, Thomas Close, Posset Place, Broom Place. The meeting understood that 3 proposals were required. It felt it appropriate to name the road prefixed with Lily after a lady who lived in the house.

RESOLVED that

The Town Council responds to the consultation proposing that the road be named one of the following Lily's Mead, Lily's Orchard, Lily's Meadow.

PTC 19.70 To note the final 2018-2019 Internal Auditor Report

The meeting noted the report and that any questions can be discussed at the next Staffing and Finance meeting on 24th July.

RESOLVED that

Portishead Town Council notes the 2018-2019 Internal Auditor Report.

PTC 19.71 To receive and note the Schedule of Payments and Bank Reconciliation for June 2019

The meeting noted the Schedule of Payments and Bank Reconciliation for June 2019.

RESOLVED that

Portishead Town Council notes the Schedule of Payments and Bank Reconciliation for June 2019.

PTC 19.72 To receive an update on forthcoming community engagement events and agree actions:

- Councillor Slatter reported that she has spoken to Ben the organiser of the 401 Festival. He will let the Town Council know if he wishes them to attend the festival in an official capacity.
- Councillor Aldridge asked for volunteers to help with the Soapbox parking on Sunday at Kilkenny Field. Anyone interested should email him. Councillor Goddard agreed to put a callout on Facebook for volunteers to come forward.
- Councillor Aldridge has arranged an open forum on Saturday 14th September between 09.30 and 11.30 to discuss potential sites for a skatepark.
- Councillor Cartwright appealed to those watching the live stream of the meeting to come forward and volunteer for parking duties if they had any free time.

PTC 19.73 To agree the Social Media for Councillors Policy and Protocols and agree to the setting up of Ward and Councillor Social Media pages

The item was deferred – a meeting is due to be held with Councillors Goddard and Charles on Monday to discuss the matter. A new proposal will be presented at a later stage.

RESOLVED that

Portishead Town Council defers the matter for discussion.

PTC 19.74 To receive the draft Minutes of Planning & Regulatory Committee meeting held on July 3rd, 2019

Councillor Sterndale questioned the recorded resolution for planning application 19/P/1447/FUH – 5 Dunlin Drive. She felt that it should be made clearer and later passed the Clerk of the meeting her written amendment '*no objection subject to compliance with North Somerset Council's parking standards and that the refurbishment is as outlined in this planning application replaces previous consented works.*'

Assistant Clerk note: the closing date for PTC's consultation response to this application was 15/07/19 and NSC's target decision date is 13/08/19.

PTC 19.75 To note any items for information or referral only

There were no items to note.

Meeting closed 21:58