

Portishead Town Council Notice and Summons to Community Matters Committee Meeting on Wednesday 9th December 2020 at 7:30pm

THE FOLK HALL, 95 HIGH STREET, PORTISHEAD, BS20 6PR

TEL: 01275 847078 www.portishead.gov.uk

Chairman: Cllr. Paul Gardner Interim Clerk: Cllr Robert Bull

All Members of Portishead Town Council's Community Matters Committee are summoned to attend a remote meeting on **Wednesday 9th December 2020 at 7:30pm**. The meeting will consider the items set out in the Agenda below.

The public are welcome to attend. To join the meeting an internet link is available in the electronic copy of this Agenda, that can be downloaded from the [News & Events](#) page of the Portishead Town Council website at www.portishead.gov.uk.

Joining Instructions

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only) [+44 117 313 3552,,940614497#](tel:+441173133552940614497) - Phone Conference ID: 940 614 497#

There will be a Public Participation session where comments can be made. We ask that any questions are emailed to clerk@portishead.gov.uk in advance of the meeting so they can be efficiently addressed in the meeting. After Public Participation, microphones may be muted to enable the efficient running of the meeting.

Please join at least 5 minutes before the meeting start time to deal with technical issues.

The meeting will be recorded (audio and video) and the recording made available on the Town Council website. All participants should mute microphones when not talking.

By order of:

Robert Bull

Cllr R Bull | Interim Clerk | Clerk@portishead.gov.uk

4th December 2020

Agenda

1. Apologies for Absence

To receive and accept apologies for absence.

2. Declarations of interest and requests for dispensations

Members are invited to declare any disclosable pecuniary (financial) and other interests in respect of items on the agenda as required by Portishead Town Council's Code of Conduct, Standing Orders, and the Localism Act 2011.

3. Presentations by Community Groups

3.1 Portishead Pilot Gig Club

To receive a presentation from Portishead Pilot Gig Club in connection with their proposal for the construction of a boathouse at Pill Park, Portishead Marina.

3.2 Turn the Tide

To receive an update from Turn the Tide in connection with its support of the NSC Adopt a Street campaign and a call for volunteers, the use and distribution of recycling bin nets and other initiatives to keep Portishead tidy.

4. To receive the Chair's report

To receive a verbal report from the Chair providing an update on the following matters and items for follow up from previous meetings:

Update:

- Merlin Skate Park resurfacing work
- Town 'Potager' Garden Asset of Community Value application made, with the overwhelming support of close to 300 responses to the survey in conjunction with Portishead in Bloom
- Snow warden/Grit Bin volunteers required
- Bin audit continues, in conjunction with Turn the Tide
- Portishead Town Football Club new lease proposals under legal review
- Allotment hedge cutting and Owl Boxes

5. Public Participation

In accordance with Standing Orders, members of the public may make representations, ask questions, and give evidence in respect of any items of business included in the agenda. Each person will be limited to four minutes. This section of the meeting will not exceed thirty minutes.

6. To approve the Minutes of the previous Committee meeting held on 11th November 2020

It is proposed that the minutes of the Community Matters Committee held on 11th November 2020 are approved as a correct record of the meeting and signed by the Chairman.

7. Volunteer/Voluntary Organisation of the Year Award

To consider a proposal to create an annual volunteer/voluntary organisation of the year award. To officially recognise the fantastic work both individuals and local voluntary groups do for this town to make it the vibrant and lovely place to live and walk around. This has been highlighted so well during the current pandemic where individuals have come together to help those in need to make sure they have shopping, medication, neighbourly and emotional support. But also, the groups like PIB and PCL who have made the flower beds and planters so vibrant and the Christmas lights so colourful, at a time when we should all come together and unite as one.

I would like to introduce an annual award of a plaque, and token of appreciation and a role of honours name board at the Folk Hall. The idea is for the community to nominate recipients by the end of March each year, and a committee of 2 councillors and 2 residents to decide on the worthy winner. Nominations will take place during February and March annually.

It is proposed that one town councillor and one officer put a formal proposal together with costings for a plaque, award, and honours board and plan for publicity, communication, and the nomination process. This proposal to be presented to the CM committee in January or February with the first award to be presented in July 2021. Then April or May each year thereafter.

8. Support for CPRE – the Countryside Charity

To receive a request for financial support from the Campaign to Protect Rural England, asking for a donation of £100 per year.

It is proposed that PTC becomes a supporter of the CPRE Avon and Bristol Branch and donates £100 per annum.

9. Disposal of Heavens Field Land

To receive a valuation report for 420m² of woodland owned by PTC as part of its Heavens Field play area. To resolve a long running boundary dispute, it is proposed to dispose of that area of woodland to the resident of an adjoining property for its market value of £15,000.

The land is currently subject to an NSC restrictive covenant not to be used other than as a public open space and children's play area. The disposal is subject to a revision of that covenant for use as a private garden land only, for use by The Retreat house as a single dwelling unit only, with no development or construction of any permanent structure permitted. North Somerset District Council are willing to revise the covenant for a fee of £5,000.

Each party to bear its own legal costs in connection with the transfer and accordingly PTC expects to receive net proceeds of £7,500 after estimated legal expenses of £2,500. The net proceeds to be ringfenced and used to improve the Heavens Field play and public areas.

The contract for the land disposal is subject to ratification by the Town Council as a condition precedent.

It is proposed to proceed to instruct legal advisers to draw up a contract for the disposal of land, to be ratified by the Town Council. The disposal price being £15,000 and the disposal being subject to the following conditions:

- NSC to amend the restrictive covenant for use of the land for a consideration of £5,000
- Any required planning consent for change of use is the responsibility of the purchaser
- All parties to bear own legal costs and other fees in respect of the covenant amendment, sale, and purchase
- The transaction requires Town Council approval of contracts
- Net funds received are to be ringfenced and applied to improve public play and other facilities at Heavens Field

10. High Street Improvement – Careys ‘Zimmer Frame’

To receive a report from Cllr Davey to improve the High Street with a proposal for public art decoration of the Carey’s ‘Zimmer Frame’.

It is proposed to approve net expenditure of up to £1,500 (excluding VAT) to commission a design brief, as part of a competition including a fee for the artist, construction, and installation of a decorative structure for the Careys Zimmer Frame. The expenditure to be net of any contribution, donation or other funds received from NSC or the wider community towards the project.

11. Open Spaces Society – Lock Down Spaces Appeal

PTC as a member of the Open Spaces Society has received the attached letter requesting a donation to boost its legal fund for the protection of open spaces as part of its ‘Saving our Lockdown Spaces’ appeal. Further information on the appeal is provided at www.oss.org.uk/what-you-can-do/appeals

It is proposed to support the Open Spaces Society appeal with a donation of £50.

12. Grant Applications

To receive reports from the Grants Working Party and to decide in respect of grant applications from:

- a. Old Bakehouse Courtyard Arch - £1,800 grant request
- b. Window Wonderland - £500 grant request
- c. Gertie Gales Allotment improvements - £4,870 grant request
- d. St Peters Hospice Medical Pumps - £995 to £2,985 grant request

Grant applications have also been received from The Garden Project, Portishead Horticultural Society, Visit Portishead and the Portishead Python Project. In respect of those applications the Grants Working Party is of the opinion that further work is required to clarify the scope, timing, costs, and potential partnership working with those organisations, before any recommendations can be made. Further discussion will be held with the groups to evaluate and further consider their applications.

13. Approval of facility related expenses

To approve the following items of minor expenditure (excluding VAT) on facilities, assets, and ongoing projects:

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| a. Replacement of Mead Road Play Area climbing wall | £1,131 |
| b. Polycarbonate sheeting to protect Folk Hall wall map | £228 |
| c. Portishead Youth Club heating pump repair | £235 |

14. Date of next meeting

The date of the next meeting is 13th January 2020 at 7.30pm.