



## Portishead Town Council

The Folk Hall, 95 High Street, Portishead, BS20 6PR Tel: 01275 847078 [www.portishead.gov.uk](http://www.portishead.gov.uk)

### Summons & Notice

for the Community Matters Committee Meeting Wednesday 26<sup>th</sup> June 2024 at 7.30pm

Thursday 20<sup>th</sup> June 2024

**To: All Members of the Portishead Town Council Community Matters Committee**

Emma Blackmore (Chairman), David Gunnell (Vice Chairman), Robert Cartwright, Janet Davey, Martin Dowling and Jenie Eastman.

Dear Councillor

You are summoned to a meeting of the Portishead Town Council Community Matters Committee in the Eve Wigan Room at The Folk Hall, 95 High Street, on Wednesday 26<sup>th</sup> June 2024 at 7.30pm. The meeting will consider the items set out below.

Yours sincerely

*W. Coulter-Woodman*

Wendy Coulter-Woodman  
Town Clerk

- This meeting will be recorded and published with a link from the Council website, except for confidential or exempt items, which may need to be considered in the absence of the press and public
- To attend in person:
  - Residents are welcome to join the meeting in person at the Folk Hall, Portishead
  - Please book in advance by emailing [enquiries@portishead.gov.uk](mailto:enquiries@portishead.gov.uk)
  - It would be appreciated if you would continue to wear masks when walking around and standing up in the building, except when you are speaking during public participation.
- To attend via Zoom:  
Meeting ID: 953 0020 0301  
Passcode: 160358  
Link: <https://zoom.us/j/95300200301?pwd=Rkx2eEdicHFzbnNyVXYxdE9pZnk4Zz09>  
Dial in from your phone: 0203 481 5240 (this will be charged at the normal national call rate).

### Agenda:

**1. Chairmans Welcome** (Chairman)

Fire Safety and exiting the building.

Recording Meetings.

**2. Apologies for absence** (Town Clerk)

To note and accept apologies for absence.

### **3. Declaration of Councillors' interests and requests for dispensations (Chairman)**

Members declare any disclosable pecuniary (financial) and other interests re. items on the agenda as required by the council's Code of Conduct, Standing Orders, and Localism Act 2011.

### **4. To receive the Chairman's verbal update report:**

4.1 Lake Grounds Visitor Survey – Update.

4.2 Waste Bins – update on replacement of bins removed by North Somerset Council.

The following bins have been reinstated: St Peters Road (outside shop), Portishead Precinct outside Port Bar, High Street outside Nat West, Avon Way

4.3 Update on questions asked by the Public at the Residents Meeting on 15<sup>th</sup> May 2024:

1. *Summary update*

2. *Safety Improvements at the Marina*

4.4 St Peter's Road – Weeding Update

### **5. Public Participation**

To receive from members of the public any statements or questions relevant to Portishead to which an answer will be given, or if necessary, a written reply will follow, or the questioner will be informed of the appropriate contact details. If you would prefer to submit questions or statements in advance, please email

[enquiries@portishead.gov.uk](mailto:enquiries@portishead.gov.uk)

### **6. Minutes of the previous meeting (Chairman):**

Members to consider and approve the Minutes of the committee meeting held on 30<sup>th</sup> May 2024 as a correct record – attached.

**Recommendation: for the Chairman to sign the Minutes as a correct record.**

### **7. Sculpture Trail Leaflets – Update**

To note that sculpture trail leaflets have all been given out.

To request approval for the cost for printing another 1000 Sculpture Trail leaflets at a cost of £280.00 + VAT.

**Recommendation: To approve the cost of printing another 1000 Sculpture Trail Leaflets at a cost of £280.00 + VAT**

### **8. Portishead Parkplay**

Officers at North Somerset Council are trying to get ParkPlay started in Portishead.

ParkPlay is building happier, healthier communities through the life changing power of play. ParkPlay is 90 minutes of free community play, every Saturday morning in a park. It's active and inclusive games – all generations playing together. It's a safe, welcoming and inclusive way for people to connect and have fun; and it's run by the local community for the local community. For more info, and to watch a quick video, visit the ParkPlay website: <https://park-play.com/>

Officers from North Somerset Council are aiming to start ParkPlay in Portishead at Blackdown Road park (BS20 6DN) and are looking for volunteer Play Leaders. Full training and equipment will be provided, and no experience is necessary. We are looking to build up a team of Play Leaders so volunteers do not need to commit to attending each week. For more info on the Play Leader role and to hear from a current Play Leader, watch here: <https://park-play.com/playleaders/>

Portishead Town Council is being asked to help by:

1. Identifying anyone who may be interested in volunteering as a Play leader or helping out
2. Help to promote this opportunity locally when we set a start date. Do we know of anyone who may be interested in attending?

**Recommendation: To appoint a small group of Councillors to assist with finding support for this initiative.**

### **9. North Somerset Council Consultation – Changes to Home to School Transport Policies**

North Somerset Council is proposing changes to its Home to School Transport Policy to comply with guidance issues by the Department for Education. It will incorporate further proposed changes so the Policy will have greater clarity for parents, carers and students. The proposed policy will also detail potential changes to the Home to School transport offer. Open from 03 Jun 2024 to 15 Jul 2024. Full details and documents to be considered can be found online [https://n-somerset.inconsult.uk/Student\\_travel/consultationHome](https://n-somerset.inconsult.uk/Student_travel/consultationHome)

**Recommendation: To consider the proposed changes and respond to the consultation.**

### **10. Wellbeing Coordinator Update**

To note an update report from the Wellbeing Coordinator – report to follow.

### **11. Signposting and Referral Service Officer Update**

To note an update report from the Signposting and Referral Service Officer – report attached.

### **12. Date of next meeting:**

Wednesday 24<sup>th</sup> July 2024 at 7.30pm.

The Chairman will close the meeting.



## **Portishead Town Council**

The Folk Hall, 95 High Street, Portishead, BS20 6PR Tel: 01275 847078 [www.portishead.gov.uk](http://www.portishead.gov.uk)

### **Minutes of Community Matters Committee Meeting Thursday 30<sup>th</sup> May 2024 at 7.30 pm**

This was a Hybrid meeting to enable community participation.

#### **Committee Members Present:**

Councillors Emma Blackmore (Chairman), Bob Cartright, Jenie Eastman, Janet Davey, Martin Dowling and David Gunnell.

#### **Councillors in attendance:**

Councillor Mike Johnston

#### **District Councillors in attendance:**

None

#### **Officers Present:**

W Coulter-Woodman (Town Clerk (Taking the Minutes)

#### **Members of the Public Present:**

None

#### **Members of the Public Present online:**

None

#### **CM173/05/24 Chairmans Welcome:**

The Chairman of the meeting welcomed everyone. There were no fire drills planned but evacuation route and assembly point were explained. All meetings are recorded subject to Standing Orders 4.1.3.

#### **CM174/05/24 Apologies for absence**

Apologies for absence were received from Councillor R Whitfield, Chairman of the Town Council.

#### **CM175/05/24 Declaration of Councillors' interests and requests for dispensations (Chairman)**

Members must declare any disclosable pecuniary (financial) and other interests re. items on the agenda as required by the council's Code of Conduct, Standing Orders, and Localism Act 2011.

There were no declarations of interest.

#### **CM176/05/24 The Chairman's verbal update report**

##### **4.1 Lake Grounds Visitor Survey**

Councillor Gunnell updated Members: The survey has been running for 3 months, thanks must go to the Community Relations Manager for organising all the shifts and volunteers. We may not need to run the survey work after the summer as we may have gathered enough information and North Somerset Council are planning to carry out a Tender Exercise.

## **4.2 Bin Removal**

A number of bins have been removed from the High Street and various places across Portishead. North Somerset Council have confirmed the removal was due to health and safety concerns. They had been removed by the contractors who are responsible for taking the rubbish away. We are now in a position to confirm that the waste bins will be replaced in early June and they will include Seagull prevention.

## **4.3 Update on questions asked by the public at the Residents Meeting on 15<sup>th</sup> May 2024:**

### **1. Summary Update**

The Town Council will collate information into regular updates. We cannot hold a public meeting during the Parda period prior to the election.

### **2. Safety Improvements at the Marina**

We are confirming which areas of the marina are owned by whom and what has been adopted and what hasn't. Recently railings were installed at the lifeboat station and just outside Balatino's. The Town Council has asked for a copy of the Risk Assessment that was undertaken. Once this has been received the Town Council will work with all parties to understand the options for the safety.

In the meantime, the Town Council will write to North Somerset Council to raise the safety concerns and request that action be taken.

## **CM177/05/24 Public Participation**

There were no members of the public present who wished to make a statement or ask a question.

## **CM178/05/24 Minutes of the previous meeting**

Members considered the Minutes of the committee meeting held on 25<sup>th</sup> April 2024.

It was proposed by Councillor Janet Davey and seconded by Councillor M Dowling that the Minutes of the meeting held on 26<sup>th</sup> April 2024 be agreed by councillors and signed by the Chairman as a true record.

A vote was taken which was unanimous in favour.

**RESOLVED: That the Minutes of the meeting held on 25<sup>th</sup> April 2024 be agreed and signed by the Chairman as a true record.**

## **CM179/05/24 Sculpture Trail Leaflet**

Members noted that the cost for printing the Sculpture Trail leaflets had increased from £135 to £186. This was due to increase in printing costs and additional charges for folding.

## **CM180/05/24 Grants**

### **North Somerset People First - £750**

Members received a short presentation from the Operations Manager who explained that the grant would support the room hire fees plus a degree of professional help.

Members noted that the grant would focus on Growing our 'Speaking Up Group. We have set up a Speaking Up Group at the Beacon Hub in Portishead Methodist Church, which is a fantastic and very welcoming venue. However, we don't have the funds to hire a room and the café can be noisy and doesn't provide the right environment for more formal activities, workshops and private discussion. The grant scheme would allow us to secure monthly room hire for at least the next 12 months, which would be mutually beneficial to The Beacon Hub and build up a community partnership with Portishead residents at the heart of the project.

It was proposed by Councillor Janet Davey and seconded by Councillor D Gunnell that North Somerset People First be awarded a grant of £750.

A vote was taken which was unanimous in favour.

**RESOLVED: That North Somerset People First be awarded a grant of £750.**

## **CM181/05/24 Wellbeing Coordinator Update**

Members received and noted an update report from the Wellbeing Coordinator.

It was specifically noted that the Knife Angel had visited Weston-Super-Mare, and that the outreach programmes and events that had been programmed to be held in Portishead did not go ahead. However, it was noted that the monies that Portishead Town Council had given to the project were to fund the overall event, not just the events in Portishead.

**CM182/05/24 Signposting and Referral Service Officer Update**

Members received and noted an update report from the Signposting and Referral Services Officer. The Members commented on the number of people that had been seen in one month.

**CM183/05/24 Date of next meeting**

It was noted that the next meeting of the Community Matters meeting would be held on Wednesday 26<sup>th</sup> June 2024 at 7.30pm.

The Chairman closed the meeting at 8.21pm.

# **Community Matters Monthly Report June 2024 (reporting period 14.5.24 – 07.6.24)**

**Compiled by the Signposting and Referral Service Officer.**

A roundup of the month. All seen have been provided with empathy and a listening ear, and signposted where required. I spend up to about an hour with some of the people that I see and signpost, to ensure I have a good understanding of the needs of the person, and so that I can understand the best place(s) to signpost. As usual I conduct research to keep up to date for signposting purposes. As always I record all of the information and daily figures of individuals seen on the Enquiries Log.

**Issues;** Childbirth trauma news reporting, health, social isolation, bins, PIP, dog fouling. Water bills – social tariffs. Employment issues. Housing. Housing and mobility. Dementia. Power Of Attorney. Domestic abuse. Safeguarding. Bereavement. Job loss. Foodbank voucher need. Benefits check need. Pension Credit.

**Places Signposted to;** Macmillan Cancer Support line. CANS, NSC, 'Report a dog fouling problem' 101 gov.uk page. TalkClub. ACAS. Housing Officer/Jigsaw. GP. Curo. Admiral Nurses helpline. Domestic Abuse helpline/Nextlink. Safeguarding Officer. CRUSE. Foodbank.

## **Figures this month;**

**Amount of individuals seen/informed of PTC Signposting and Referrals service;**

PYC – 24

Beacon Hub – 42

Library – 6

Total = 72

**Gender this month;**

Male - 23

Female – 49

Other -

**Age (approx) range this month;**

Group 1 (20 – 40) = 27

Group 2 (40 – 60) = 13

Group 3 (60 +) = 32

**Time spent this month, other;**

Conducting research

Informal catch up's with service providers

Team meetings Folk Hall

Meetings – other, Folk Hall

Clinical Supervision

Meeting with Talk Club Community Manager