

**MINUTES OF THE 167TH ORDINARY MEETING OF
PORTISHEAD & NORTH WESTON TOWN COUNCIL
HELD AT THE FOLK HALL, HIGH STREET, PORTISHEAD
ON WEDNESDAY 14TH MARCH 2007**

PRESENT Councillor Miers – in the Chair

Councillors Mrs Bickley, J H Clark, J S Clark, Gething, Howells,
Johnston, Mrs Lord, A McMurray, J McMurray, Mrs Mason, Pasley,
Terry, Walters, Miss Way

Mrs P Rendle – Clerk of the Council

APOLOGIES Councillor Mrs Cruse

1426 PUBLIC PARTICIPATION

Standing Orders were suspended to allow members of the public to address the Council.

Mr Rob Cleary, representing Portishead Football Club, thanked the Council for their patience and perseverance during the protracted negotiations for the lease of the Bristol Road Playing Field. Mr Cleary stated that the lease would enable the Club to drive forward their plans to improve the ground and playing conditions and provide security and support for the many junior football teams playing under the umbrella organisation of Portishead Football Club.

Mr Cleary thanked in particular Councillors Terry and A McMurray and the Clerk for their help and advice during the negotiations.

Mrs Catherine Stockham, a resident of 75 Woodhill Road, reiterated the comments she made to the 14th February 2007 meeting of the Town Council and 7th March 2007 meeting of the Planning Committee in respect of Planning Application No. 07/P/0274 - Erection of a three storey shop following the demolition of the existing shop at 21-23 High Street, Portishead. Mrs Stockham urged the Council to take into account the High Street's unique historic character when they considered this application and reminded them of the strong public feeling against the proposed demolition of the building. She also informed the Council that a petition opposing the application would be submitted to North Somerset Council shortly, a copy of which would be supplied to the Town Council.

Standing Orders were resumed.

1427 DECLARATIONS OF INTEREST

Councillor Johnston

- Personal interest in Planning Application No. 07/P/0274/F 21-23 High Street, Portishead – Erection of a three storey shop following the demolition of the existing shop.

- Reason – The site is close to his business property.
- Personal interest in Planning Application No. 07/P/0416/F 13 Valley Road, Portishead – Erection of 4 no. detached dwellings following the demolition of existing bungalow.
Reason – Acquainted with applicant as both are governors of Gordano School.
- Personal interest in Planning Application No. 07/P/0334/F 111 High Street, Portishead – Erection of a rear first floor extension and second floor fire escape.
Reason – The applicant is working at his property.

Councillor Terry

- Personal interest in Minute No. 1429 – Presentation from Portishead Community Safety Local Action Team
Reason – North Somerset Member on the Avon & Somerset Police Authority

Declaration by members who serve on both the Town Council and District Council

Councillors J H Clark, Gething, Johnston, Terry and Walters stated that any views they expressed on matters to also be considered at North Somerset Council would be provisional and based on the facts known. They would be exercising their rights to reconsider the matter afresh when the matter went before North Somerset Council.

1428 CONFIRMATION OF MINUTES

RESOLVED that the Minutes of the 166th Ordinary Meeting of Portishead and North Weston Town Council held on 14th March 2007 be confirmed as correct.

1429 PRESENTATION FROM PORTISHEAD COMMUNITY SAFETY LOCAL ACTION TEAM

Members received a presentation on the work of the Local Action Team (LAT) from Sergeant Terry Scoble and Ms Dilly Taylor.

Sergeant Scoble acknowledged that there had been difficulties with the operation of the LAT in the past but he was now confident that the current team were working well as a cohesive, focussed and dedicated group, in accordance with the remit established under the Crime and Disorder Act. He was also proud to report that the Portishead LAT was the only LAT in North Somerset that had representatives from the Youth Service serving on it.

Ms Taylor reported that currently the key challenge facing the LAT was the problem being caused to the community by youth culture, particularly on the streets at night. As a consequence, a Youth LAT had been established and a need for an unsupervised gathering point and youth shelter identified. Funding had been secured and it was hoped that the shelter could be installed on a site to the rear of Old Mill Road/Homebase.

Graffiti was also another problem in the Town and the LAT were actively encouraging businesses to report such incidents to the police when they occurred.

Other recent activities undertaken by the LAT included working jointly with the Neighbourhood Watch and Police on Operation Jackal, an initiative to tackle doorstep crime and establishing a website.

The Chairman thanked Sergeant Scoble and Ms Taylor for their interesting presentation.

Councillor Pasley informed members that it had been brought to his attention that Sergeant Scoble may be moved away from Portishead in the next few months. He considered that this would be a detrimental step for the town as Sergeant Scoble had played a major part in dealing with the problem of youth anti-social behaviour and there was still much work to be done. He praised Sergeant Scoble's rare ability to be able to communicate successfully with the young people and reported that there had been a major reduction in anti-social behaviour in the twelve months that Sergeant Scoble had been in post.

Other members supported the comments made by Councillor Pasley and stated that continuity of policing was essential in a community like Portishead.

RESOLVED that

Portishead and North Weston Town Council, having had a presentation from the Local Action Team for Portishead, have been informed that Sergeant Scoble is to be transferred from his present post as Town Sergeant.

The Council wishes it to be placed on record that they have a very high regard for the work done by Sergeant Scoble in the 12 months that he has been in Portishead. The Council is dismayed that he should be removed so soon from his post here. The Council is aware that this high regard, and dismay at losing him, is shared by a large number of Portishead residents. This is because there is on-going work being done, particularly with the young people of the town, which they fear will be weakened by the departure of Sergeant Scoble.

The Council consider that continuity of appointment is essential in a community like Portishead. Accordingly they ask the Chief Constable and Officers responsible for appointments to reconsider and postpone their decision to transfer Sergeant Scoble from his present post.

Councillor Terry abstained from voting on this matter and asked that this be recorded.

1430 MOTION TO COUNCIL IN ACCORDANCE WITH STANDING ORDER NO. 9

Councillor Mrs Mason proposed, Councillor Miers seconded, the following Motion –

Motion

Portishead and North Weston Town Council wish to remember the long service and dedication to the town by Councillor Nick Brown who died in March 2006 with a clock placed in the new Portishead library.

Councillor Mrs Mason confirmed that discussions had taken place with Nick's family who had welcomed the idea and had suggested that the clock be placed in the children's section of the new library. Investigation into the type of clock had yet to be carried out but it was envisaged that the clock would be innovative in design and have external moving parts.

Upon being put to the vote the **Motion** recorded above was carried unanimously.

It was therefore RESOLVED that

Portishead and North Weston Town Council wish to remember the long service and dedication to the town by Councillor Nick Brown who died in March 2006 with a clock placed in the new Portishead library.

1431 VILLAGE QUARTER COMMUNITY HALL SUB-COMMITTEE – UPDATE REPORT

Further to Minute No. 1419 Councillor Mrs Mason now reported that the sub-committee had met twice, including once with North Somerset Council's Leisure Manager, Mr Russ Currie.

The operation and practicalities of running the new hall had been considered and Mr Currie had discussed various forms of joint management and service level agreements with the sub-committee. He would be holding a similar meeting with the Governors shortly. The sub-committee would be meeting with the School Governors in mid-April, following which a further report would be made.

Councillor A McMurray reported that he had arranged for the sub-committee to meet with two Quantity Surveyors on Friday 23rd March.

In answer to a question from Councillor J H Clark, it was confirmed that North Somerset Council had still not confirmed the amount of funding available for this project from the Section 106 Agreement. District Councillors were asked to take this up with the relevant officers as a matter of urgency.

RESOLVED that the report be noted.

1432 RUBBISH OR RESOURCE? – CONSULTATION

Councillor Gething informed members that North Somerset Council and other unitary councils in the West of England were currently preparing a Joint Residual Municipal Waste Management Strategy and a Joint Waste Development Plan Document. These documents will set out how municipal waste will be managed and identify sites/locations for future waste management facilities. Comments on the various options had been invited.

RESOLVED that the response attached to and forming part of these minutes be forwarded as the Town Council's response to the Rubbish or Resource? Consultation.

Councillor Walters voted against this matter and asked that this be recorded.

1433 STAFFING COMMITTEE

Councillor Mrs Lord presented the report of the Staffing Committee held on 20th February 2007.

Arising from the report –

Membership of South West Provincial Employers' Association – Councillor Mrs Lord informed members that now the Council had eleven members of staff it would be advantageous for the Council to join the Association to ensure that they had the benefit of up to date employment law advice and support.

RESOLVED that the Town Council joins the South West Provincial Employers' Association for a one year trial at a cost of £150.

Employment Policies – The following Draft Policies were circulated –

- Health and Safety
- Equal Opportunities
- Bullying and Harassment
- Discipline and Grievance Procedures
- Complaints Procedure

RESOLVED that the Policies be adopted.

The Clerk was thanked for her hard work in researching and drafting the policies.

Remit of Staffing Committee – Members were informed that the remit of the Staffing Committee would need to be amended to enable the Staffing Committee to hold delegated powers for the implementation of the Grievance, Discipline and Complaints Procedures.

RESOLVED to adopt the following as the remit of the Staffing Committee

1. The membership of the Committee to be the Clerk (advisory and non-voting capacity), Chairman, the Vice-Chairman and, normally¹, the Chairman of the Recreation & Works Committee and the Chairman of the Planning Committee.
2. To be responsible for all employment matters.
3. To oversee the job descriptions and terms and conditions of employment of all members of staff, through the Clerk.
4. To oversee the Policies which employers are required to have for their employees eg Health and Safety, Equal Opportunities, Bullying and Harassment, Grievance and Discipline, Complaints Procedure.

¹ The 'normally' is inserted here to give the Council the option of nominating another Councillor who may have considerable expertise in the area of Human Resources.

5. To hold delegated powers for the implementation of the Council's Grievance, Discipline and Complaints Procedures and to conduct formal hearings (not appeals²) which arise under these policies.
6. To oversee the Personal Development Review process, through the Clerk.
7. At least two members of the Committee, normally including the Clerk, to conduct interviews of potential staff.

The Clerk confirmed that it would also be necessary to amend Standing Orders. A report would be made to the next meeting of the Town Council.

1434 BRISTOL ROAD PLAYING FIELD – LEASE TO PORTISHEAD FOOTBALL CLUB

Further to Minute No. 1407 (RW709) Members were circulated with details of the finalised lease which had now been agreed by the Football Club.

RESOLVED that

1. The Council confirm that they require the Tenants Works as defined in Clause 1.23 of the lease to be completed within 5 years.
2. The lease with Portishead Football Club be signed and sealed in accordance with Standing Order No. 22.

1435 SCHEDULE OF PAYMENTS AND BANK RECONCILIATION/CASH STATEMENT FOR THE MONTH OF FEBRUARY 2007

RESOLVED that the Schedule of Payments and Bank Reconciliation/Cash Statement for the month of February 2007 be APPROVED.

1436 PLANNING COMMITTEE

Councillor Mrs Lord presented the report of the Planning Committee meeting held on 7th March 2007.

RESOLVED that the report and recommendations thereon be APPROVED, subject to the following –

07/P/0274 21-23 HIGH STREET, PORTISHEAD

Erection of a three storey shop following the demolition of the existing shop.

Amend recommendation for objection to read –

The Town Council welcome the investment and the opportunity to enhance trade in the High Street.

²Appeals Panels will be conducted by the most recent ex-Chairman of the Council and two other members who do not sit on the Staffing Committee.

However –

- The Council objects to the demolition of this important Victorian building.
- It recognises that there is scope for improvement to the current property and that this may be necessary to make it commercially viable.
- The Council are very concerned that the application ignores the Supplementary Planning Guidance for Portishead Town Centre.

The Town Council look forward to a proper pre-application consultation with the developer in the near future, in accordance with the provisions of the Statement of Community Involvement.

ADDITIONAL ITEM

On a point of information Councillor Walters informed Members that at the North Somerset Council Planning and Regulatory Committee Meeting that afternoon Planning Application No. 07/P/0032/F – Retail Development at Unit One, Old Mill Road, Portishead – had been agreed in principle. However, the officers had proposed a condition restricting the type of goods that could be sold at the development and this would be considered at the 12th April meeting of the North Area Committee.

District Councillors would value the opinion of the Town Council on this matter and he indicated that he would prepare a detailed report for consideration at the 11th April meeting of the Planning Committee.

The report of the Committee meeting held on 7th March 2007 is attached to and forms part of these minutes.

1437 RECREATION & WORKS COMMITTEE

In the absence of Councillor Mrs Cruse, Councillor Miers presented the report of the Recreation & Works Committee meeting held on 28th February 2008.

RESOLVED that the report and recommendations thereon be APPROVED.

The report of the Committee meeting held on 28th February 2007 is attached to and forms part of these minutes.

1438 MATTERS THE CHAIRMAN PUT BEFORE THE COUNCIL

Model Code of Conduct Consultation on Amendments – “No comment” response submitted.

North Somerset Play Strategy – Full report to be made to 18th April 2007 meeting of Town Council.

Annual Review of Bus Services – X25 and 695 Service changes with effect from 1.4.2007

North Somerset Replacement Local Plan – Notice of adoption to be published 30th March 2007.

Clevedon Road Pedestrian Crossing – Works to install crossing authorised by NSC Executive Member.

The following items were circulated for information –

NSC Streetscene Newsletter – February 2007

Port Marine Public Art Steering Group – 23.1.2007

CCTV Log – November 2007

Model Code of Conduct – Consultation on Amendments Report

There being no further business the Chairman closed the meeting at 9.30pm

..... Chairman

18th April 2007