

**MINUTES OF THE 174TH ORDINARY MEETING OF
PORTISHEAD & NORTH WESTON TOWN COUNCIL
HELD AT THE FOLK HALL, HIGH STREET, PORTISHEAD
ON WEDNESDAY 10TH OCTOBER 2007**

PRESENT Councillor Mrs Mason – in the Chair

Councillors Cameron, Cruse, Mrs Cruse, Hazelton, Howells, Mrs Knight, Mrs Lord, Miers, Parker, Pasley, Mrs Way, Walters, Wright*

*left the meeting at 8.00pm, prior to consideration of Minute No. 1509

Mrs P Rendle – Clerk of the Council

APOLOGIES Councillor McMurray, Terry

1504 DECLARATIONS OF INTEREST

Councillor Cruse

- Personal interest in Planning Application No. 07/P/2217/F 55 High Street, Portishead – Erection of a single storey rear extension and change of use from retail shop (A1 use) to veterinarian clinic (D1 use) including alterations to shop frontage.
Reason – Freeholder of 108, 108A and 110 High Street which are opposite the application site.

Councillor Mrs Cruse

- Personal interest in Planning Application No. 07/P/2217/F 55 High Street, Portishead – Erection of a single storey rear extension and change of use from retail shop (A1 use) to veterinarian clinic (D1 use) including alterations to shop frontage.
Reason – Freeholder of 108, 108A and 110 High Street which are opposite the application site.

Councillor Hazelton

- Personal interest in Planning Application No. 07/P/2217/F 55 High Street, Portishead – Erection of a single storey rear extension and change of use from retail shop (A1 use) to veterinarian clinic (D1 use) including alterations to shop frontage.
Reason – Has an interest in The Poacher Public House which is opposite the application site.

Councillor Mrs Lord

- Personal interest in Planning Application 07/P/2295/F 26 Gardner Road, Portishead – Erection of a two storey side extension and single storey rear extension following demolition of existing front porch, conservatory and garage.
Reason – Acquainted with neighbour who lives opposite but who is not objecting to the development.

- Personal interest in Minute No. RW753 – Portishead Skatepark Project
Reason – Lives in vicinity of Lake Grounds

Councillor Pasley

- Personal interest in Minute No. RW753 – Portishead Skatepark Project
Reason – Lives in vicinity of Lake Grounds

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

Councillors Mrs Knight and Pasley 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.

1505 PUBLIC PARTICIPATION

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

Mrs S Williams, a resident of 24 Gardner Road, Portishead, reiterated the comments she made to the Planning Committee on 3rd October 2007 in respect of planning application no. 07/P/2295/F – erection of a two storey side extension and single storey rear extension at 26 Gardner Road, Portishead. She emphasised in particular the dominant effect the proposed extension would have on her property and pointed out that the proposal was contrary to Policy H/7 of the Local Plan. Mrs Williams urged the Council to support the recommendation of the Planning Committee and object to the planning application.

Mr K Smith, a resident of 57 Down Road, Portishead, stated that in his opinion the town was becoming very untidy and asked the Council to arrange for the litter bins to be emptied more often, for the Precinct to be tidied up and for the footpath leading from Roath Road Car Park to the High Street to be cleared.

In reply, the Chairman confirmed that Mr Smith's complaint about the litter bins would be forwarded to North Somerset Council and she understood that the footpath was due to be cleared shortly. Councillor Mrs Knight informed Mr Smith that, as ward councillor, she had been in contact with the owners of the Precinct and was attempting to persuade them to tidy the area up.

Standing Orders were resumed.

1506 CONFIRMATION OF MINUTES

RESOLVED that the Minutes of the 174th Ordinary Meeting of Portishead and North Weston Town Council held on 5th September 2007 be confirmed as correct.

1507 AMENDMENT TO STANDING ORDERS

In accordance with Standing Order No. 38.2 this matter had been adjourned, without discussion, at the 5th September 2007 meeting of the Town Council (Minute No. 1496 refers).

Members were now asked to consider amending Standing Orders in order to regulate and formalise the provisions of Paragraph 12(2) of the 2007 Code of Conduct.

RESOLVED that

Standing Order No. 32.3 be deleted and replaced with Standing Ordes Nos. 32.3(2007), 32.3(a)(2007) and 32.3(b)92007) detailed below –

Standing Order No. 32.3(2007)

At all meetings of the Council, members of the public may address the meeting in relation to the business to be transacted, in accordance with Standing Order No. 32.3(b) below. Such sessions form part of the Council meeting in law and shall be duly minuted. The Code of Conduct which was adopted by the Council on 5th September 2007 shall apply to members of the Council in respect of the entire meeting. Where however, members of the Council exercise their rights pursuant to Standing Order No. 32.3(a) below, members of the public shall also be allowed to attend the meeting to (a) make representations, (b) answer questions or (c) give evidence relating to the business to be transacted.

Standing Order No. 32.3(a)(2007)

At all meetings of the Council, the Chairman may permit members of the Council (including co-opted members as defined by S.49(7) of the Local Government Act 2000) who have a prejudicial interest in relation to any item of business to be transacted at that meeting to (a) make representations, (b) answer questions or (c) give evidence relating to the business to be transacted, in accordance with Standing Order No. 32.3(b) below. Such sessions form part of the Council meeting in law and shall be duly minuted. The Code of Conduct which was adopted by the Council on 5th September 2007 shall apply to members of the Council in respect of the entire meeting.

Standing Order No. 32.3(b)(2007)

- (i) A public participation session will be held at the beginning of Council meetings directly following Councillors Declarations of Interests.
- (ii) Public participation is limited to residents, business rate payers, electors of the area and Councillors exercising their rights in accordance with Paragraph 12(2) of the 2007 Code of Conduct and shall be in respect of any matter in relation to which the Council has powers or duties and which affects the area or its inhabitants.
- (iii) The public participation session will last for as long as there are matters to be dealt with up to a maximum of 15 minutes at any one meeting.
- (iv) Each person will be limited to a maximum period of 5 minutes.
- (v) Speakers must make themselves known to the Clerk prior to the commencement of the meeting and to indicate the nature of the matter to be raised.

- (vi) The Chairman will select the order of matters to be heard. Councillors exercising their rights in accordance with Paragraph 12(2) of the 2007 Code of Conduct will speak last.
- (vii) Speakers will be required to give their name and address prior to addressing the Council.
- (viii) Councillors exercising their right in accordance with Paragraph 12(2) of the 2007 Code of Conduct may address the Council from the Council chamber provided they stand and make it clear that they are exercising that right prior to addressing the Council.
- (vix) If they have knowledge of the matter being raised, Councillors may provide answers or information and/or refer the matter to a Committee or future meeting for further consideration.
- (x) The Chairman may refuse to hear participation which is not proper or relevant to the meeting. The ruling of the Chairman of a meeting, or of the person presiding, as to the interpretation and application of these procedures shall be conclusive and not open to challenge.
- (xi) No further public participation will be allowed once the public participation session has ended.

1508 TRINITY COMMUNITY HALL – UPDATE

Further to Minute No. 1498, members now received an update report from Councillor Terry.

Arising from the report members noted that –

- Confirmation of the contribution from the Ashlands S106 funding had still not been received from North Somerset Council.
- It was still unclear whether sprinklers would need to be installed. This could add approximately £5,000 to the project costs.
- There was an ongoing need for the Council to have an oversight of the project and to liaise with the Diocesan Board and contractors to ensure that the Town Council's requirements are fully met.
- The Council need to secure the hall and land by a 999 year lease. This will require a legal agreement to be drawn up between solicitors acting for both parties. There is a need for a small group of councillors to work with the Clerk on this agreement prior to it coming to Council for approval.
- The future management and sharing of the site remains outstanding. This will require close co-operation and goodwill between the Council and Governors. A small group of councillors will be required to maintain contact with the Governors so that these issues can be discussed and solutions can evolve as the building is constructed and fitted out.

Members also considered that it would be more efficient and assist the progress of the project if another member were to be appointed to the Trinity Community Hall working party and the group report direct to the Recreation and Works Committee.

RESOLVED that

1. Councillor Walters be appointed to the Trinity Community Hall Working Party.
2. The Trinity Community Hall Working Party report direct to the Recreation and Works Committee.

Councillor Pasley was asked to clarify the position with regard to the S106 Funding and to report back to the Clerk as a matter of urgency.

1509 SCHEDULE OF PAYMENTS AND BANK RECONCILIATION/CASH STATEMENT FOR THE MONTH OF SEPTEMBER 2007

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

1510 PLANNING COMMITTEE

Councillor Mrs Lord presented the report of the Planning Committee meeting held on 3rd October 2007.

RESOLVED that the report and recommendations thereon be APPROVED.

Councillor Mrs Lord also informed members that North Somerset Council were currently consulting on the first stages of the Local Development Framework. This series of documents will eventually replace the current North Somerset Replacement Local Plan and will guide planning and development in North Somerset until 2026 and beyond.

Councillors were encouraged to attend the Core Strategy Exhibition taking place at Waitrose Supermarket from Tuesday 23rd October to Friday 26th October. The Exhibition would also be at various other venues in North Somerset throughout October.

The report of the meeting held on 3rd October 2007 is attached to and forms part of these minutes.

1511 RECREATION & WORKS COMMITTEE

Councillor Mrs Cruse presented the report of the Recreation & Works Committee meeting held on 27th September 2007.

RESOLVED that the report and recommendations thereon be APPROVED.

The report of the meeting held on 27th September 2007 is attached to and forms part of these minutes.

1512 MATTERS THE CHAIRMAN PUT BEFORE THE COUNCIL

Audit of 2006/2007 Accounts – External Auditor’s Certificate and Opinion received.
Temporary Prohibition of Use by Vehicles Order 2007 – Down Road from Hillside Road to Nore Road to be closed for resurfacing 8th November for one week.
Gordano School – Liaison meeting 17th October 2007
Royal British Legion Remembrance Day Service – 11th November 2007
North Somerset Primary Care Trust Annual Public Meeting – Attended by Councillor Mrs Lord on behalf of the Council.

The following items were circulated for information –

Streetscene – NSC Streets & Open Spaces Newsletter September 2007
dematters – NSC Development & Environment Newsletter October 2007
Standards Board for England – Town & Parish Standard September 2007
Standards Board for England Guidance – Predisposition, Predetermination or Bias and the Code
CCTV Log – July 2007
Portishead Lifeboat Trust – Extract from Clifton Life magazine

There being no further business the Chairman closed the meeting at 8.10pm

..... Chairman

7th November 2007