

**MINUTES OF THE 159<sup>TH</sup> ORDINARY MEETING OF  
PORTISHEAD & NORTH WESTON TOWN COUNCIL  
HELD AT THE FOLK HALL, HIGH STREET, PORTISHEAD  
ON WEDNESDAY 5<sup>TH</sup> JULY 2006**

**PRESENT** Councillor Miers – in the Chair

Councillors Mrs Bickley, J H Clark, J S Clark, Mrs Cruse, Fowles, Gething, Howells, Johnston, Mrs Lord, Mrs Mason, J McMurray, Pasley, Rigby, Terry, Walters

**APOLOGIES** Councillors Miss Griffiths, A McMurray

**1352 PUBLIC PARTICIPATION**

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

Mr W Shier, Chairman of Portishead Tourism Group, informed the Council of the various activities currently being undertaken by the Group, these included a Jazz Evening which was taking place at the Marina on 15<sup>th</sup> July, liaising with the Co-op with regard to their boundary fence, carrying out maintenance on footpaths at Eastwood in conjunction with the Footpath Group and investigating the provision of a band stand at the Lake Grounds. Mr Shier also thanked the Council for their grant towards the Tourist Sign project which he confirmed was progressing well.

Councillor Mrs Bickley suggested that the Tourism Group might also like to look at installing a town map and information board in the lay-by on the Portbury Hundred.

Councillor J H Clark commented that it was good to see so many organisations working together for the benefit of the community.

Councillor Johnston, speaking as a member of the public, informed members that Portishead Lions were organising a “Town Clean-Up” on 19<sup>th</sup> July 2006 prior to the Portishead in Bloom judging on 21<sup>st</sup> July. He urged all councillors to assist and suggested that they meet at 6.30pm in the Folk Hall Car Park.

Standing Orders were resumed.

**1353 DECLARATIONS OF INTEREST**

Councillor J H Clark

- Personal interest in Planning Application No. 06/P/1472/F 13 Victoria Square, Portishead – Erection of a single extension to existing shop  
Acquainted with applicant

Councillor J S Clark

- Personal interest in Planning Application No. 06/P/1472/F 13 Victoria Square, Portishead – Erection of a single extension to existing shop  
Acquainted with applicant

Councillor Gething\*

- Personal and Prejudicial interest in Planning Application No. 06/P/1472/F 13 Victoria Square, Portishead – Erection of a single extension to existing shop  
Acquainted with applicant

Councillor Johnston\*

- Personal and Prejudicial interest in Planning Application No. 06/P/1472/F 13 Victoria Square, Portishead – Erection of a single extension to existing shop  
Related to applicant

Councillor Mrs Lord

- Personal interest in Planning Application No. 06/P/1507/F 359 Nore Road, Portishead – Erection of a dwelling following the demolition of the existing (Revision to Planning Approval 04/P/0661/F)  
Acquainted with applicant

Councillor Mrs Mason

- Personal interest in Minute No. 1360 (RW680) Redcliffe Bay Hall Exterior Maintenance  
Reason – Member of Management Committee

Councillor Miers

- Personal interest in Minute No. 1360 (RW680) Redcliffe Bay Hall Exterior Maintenance  
Reason – Member of Management Committee

Councillor Terry

- Personal interest in Minute No. 1357 Provision Of Community Facilities At The Village Quarter Primary School  
Reason – Member of Temporary Governing Body

\*Councillors Gething and Johnston indicated that they would leave the meeting if Planning Application 06/P/1472/F was discussed.

### **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.

**1354 CONFIRMATION OF MINUTES**

RESOLVED that the Minutes of the 158<sup>th</sup> Ordinary Meeting of Portishead and North Weston Town Council held on 7<sup>th</sup> June 2006 be confirmed as correct.

**1355 MOTION TO COUNCIL IN ACCORDANCE WITH STANDING ORDER NO. 9**

Councillor Rigby proposed, Councillor J McMurray seconded, the following motion –

**Motion**

Planning Committee – That this Committee be restricted to one member from each Ward and that consideration of planning applications be restricted to major applications only i.e. Ashland's or similar works and or developments exceeding three premises in number with the Committee meeting on one Wednesday evening each month and the minutes being taken by a member of Staff.

**Debate**

A lengthy debate ensued. Some members, speaking in support of the motion, commented that as the Town Council had no authority over planning applications and could only make recommendations the Town Council's resources should be directed on issues that were of more benefit and value to the local community. Other members, whilst agreeing that the Town Council's planning procedures and administration could be improved, stressed that the Town Council had a duty to the electorate to consider all planning applications, no matter what their size.

In addition, it was suggested that as the reports of both the Strategy Working Party and Planning Committee, which were to be considered later in the meeting, also included references to planning procedures and administration, this issue needed detailed and careful consideration.

Councillor Miers proposed, Councillor Gething seconded, the following amendment –

**Amendment**

The motion as proposed by Councillor Rigby be referred to a special planning working party, to be arranged as soon as possible. The working party to be open to all members of the Council.

Upon being put to the vote the Amendment was carried.

It was therefore

RESOLVED that

The motion as proposed by Councillor Rigby be referred to a special planning working party, to be arranged as soon as possible. The working party to be open to all members of the Council.

**1356 REPORT OF STRATEGY WORKING PARTY 8<sup>TH</sup> JUNE 2006**

Councillor Mrs Lord presented the report of the Strategy Working Party held on 8<sup>th</sup> June 2006.

Arising from the report it was noted that –

- Options for increasing office accommodation were being investigated, including works that may be necessary to level and strengthen the floor in the present office; loading levels were also being checked in the Reynolds Room and Members Room.
- The Clerk was investigating the availability of financial software and hoped to report back by October.
- The working party would shortly be reviewing Standing Orders, as requested by the auditor.

The recommendation that the Planning Committee be moved to a Wednesday evening and be serviced by an officer was referred to the special planning working party (Minute No. 1355 refers).

**1357 PROVISION OF COMMUNITY FACILITIES AT THE VILLAGE QUARTER PRIMARY SCHOOL**

Councillor Terry informed members that East Ward councillors, the Chairman and Clerk had recently met with members of the Task Group responsible for building the new Primary School at Portishead Quays Village Quarter. The purpose of the meeting was to inform members of the proposals for the school building and to explore the possibility of providing community facilities on the same site.

Members noted from the report and indicative plans that it would be possible to build a first floor extension to create a community space which could be accessed either through the main entrance or by a secondary staircase independent of the school. A lift would also be provided. This space would provide a large hall (which could be divided), toilets and small kitchen which could be available for day-time as well as evening and weekend community use. The architect had indicated that providing the extension was built at the same time as the school it would cost approximately £160,000. However, whilst funding for the school was being obtained from the DfES, any funding for such a community facility would need to be raised from other sources.

Members generally welcomed the proposal and stressed that it was vitally important that a community facility be provided at the earliest opportunity at the Village Quarter. After receiving clarification on a number of points from Councillor Terry it was

RESOLVED that

1. The Town Council support and welcome the provision of a community facility within the new school development.

2. In principle, the Town Council wish to be involved in providing the community use facility and to confirm its commitment will allocate funding up to £80,000 in the 2007/2008 budget and provisional funding up to £80,000 in the 2008/2009 budget. The funding is subject to a Service Level Agreement being finalised between the Town Council, Trustees and the Board of Governors detailing the use and management of the facility.
3. The Chairman/Vice-Chairman and Councillors Mrs Bickley/Mrs Lord work with the Village Quarter Task Group and Temporary Governing Body to progress the project.

**1358 AUDIT OF ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2006 – ANNUAL RETURN AND REPORT OF INTERNAL AUDITOR**

Further to Minute No. 1348 the Clerk reported that the Internal Audit of the Council's Accounts for the Year Ended 31<sup>st</sup> March 2006 had been successfully completed. A copy of the Internal Audit report was circulated, along with the draft copies of the Annual Return and supporting documents, as required by the Accounts and Audit Regulations 2003 (as amended).

RESOLVED that

**(i) Annual Return & Statement of Assurance**

The Annual Return was approved and each of the eight sections of the Statement of Assurance was agreed YES.

**(ii) Statement of Risk Assessment**

The Statement of Risk Assessment was APPROVED

**(iii) Report of Internal Auditor**

The Internal Audit Report was noted. There were no recommendations arising from the report.

The Clerk was congratulated on a successful completion of the 2005/2006 accounts and internal audit.

**1359 SCHEDULE OF PAYMENTS AND BANK RECONCILIATION/CASH STATEMENT FOR THE MONTH OF JUNE 2006**

RESOLVED that the Schedule of Payments and Bank Reconciliation/Cash Statement for the month of June 2006 be APPROVED.

**1360 RECREATION & WORKS COMMITTEE**

Councillor Mrs Cruse presented the report of the Recreation and Works Committee meeting held on 21<sup>st</sup> June 2006.

RESOLVED that the report and recommendations thereon be APPROVED.

The report of the Committee meeting held on 21<sup>st</sup> June 2006 is attached to and forms part of these minutes.

**1361 PLANNING COMMITTEE**

Councillor Walters presented the report of the Planning Committee meeting held on 1<sup>st</sup> July 2006.

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

**06/P/1507/F 359 NORE ROAD, PORTISHEAD**

Erection of a dwelling following the demolition of the existing (Revision to Planning Approval 04/P/0661/F)

Recommend APPROVAL

**06/P/1472/F 13 VICTORIA SQUARE, PORTISHEAD**

Erection of a single storey extension to existing shop.

The Committee recommendation for APPROVAL was accepted without discussion. Councillors Gething and Johnston, each having declared a prejudicial and personal interest, took no part in the vote.

**REVIEW OF PLANNING PROCEDURES AND APPOINTMENT OF PLANNING CHAIRMAN**

This matter was referred to the special planning working party (Minute No. 1355 refers).

The report of the Committee meeting held on 1<sup>st</sup> July 2006 is attached to and forms part of these minutes.

**1362 MATTERS THE CHAIRMAN PUT BEFORE THE COUNCIL**

North Somerset Partnership Events –

- Active Lifestyles Strategy 7.7.2006
- Change 1 Thing Climate Change Event 8.7.2006

NSC Roadside Interview Surveys – Taking place within next few weeks

NSC Children’s Centre Development – Partnership Group being established for Portishead.

Avon & Somerset Constabulary – Meeting held with Chief Superintendent Tracy Hayler.

The following items were circulated for information –

NSC Children’s Centre Development (see above)

CCTV Log – March & April 2006

NSC Update information (for Councillors)

Portishead Library – Update (Reply to a Question to Council from Councillor Walters)

Portishead Local Action Team – 27.4.2006

**dematters** – June 2006

There being no further business the Chairman closed the meeting at 9.15pm

..... Chairman

9<sup>th</sup> August 2006