



Portishead Town Council

The Folk Hall, 95 High Street, Portishead, BS20 6PR Tel: 01275 847078 www.portishead.gov.uk

Minutes of Community Matters Committee Meeting Thursday 27th April 2023 at 7.30 pm

This was a Hybrid meeting to enable community participation.

Committee Members Present:

Councillors Benjamin Aldridge (Chairman), Paul Churchill (Vice Chairman), Janet Davey, Tanya Slatter, Paddy Sterndale

Councillors in attendance:

Sue Mason (in person)

Officers Present:

W Coulter-Woodman (Town Clerk, Cameras, IT and Minutes)

Members of the Public Present:

No members of the public were present.

Chairmans Welcome:

The Chairman welcomed everyone.

CM2462 Apologies for absence (Town Clerk)

Apologies for absence were received and accepted from Councillors Bob Cartwright, Paul Gardner and Simon Falkner.

CM2463 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.

Councillor Aldridge declared a personal interest in item 4.1 skatepark update (no vote) as he is a Director of WASP. Councillor Slatter declared a personal interest in item 4.1 skatepark update (no vote) as she is a Director of WASP.

CM2464 The Chairman's verbal update report

Wheels & Skate Park update: Edging ever closer to finishing, about 10 days away. The plan is to keep the harries fencing in place but push it back so the skate park can be used but to keep people away from the landscaping area until it can be finished, there are some divots that need to be smoothed out. Over the next 7 to 10 days, notifications will go out on the website and social media, that it is open for business. There will be soft opening in the middle of May but there will be grand opening on Sunday 9th July 2023 between 12pm and 4pm. It will be an event run by a company called Rubicon, all completed within the fee that was paid to the Company Maverick who are installing the Skatepark.

The Chairman thanked the following, from the Skatepark Group: The public, businesses for helping raise the money. The National Lottery, Veolia for the grant funding, the Town Council and North Somerset Council for joint funding

the project. Councillor Paul Gardner for the amount of work he put into the funding applications, also being supported by the Town Clerk and the Responsible Financial Officer, to ensure that the Town Council was legally compliant.

Lake Grounds Play Park: The Lake Grounds Play Park is open, it is finished. The matting by the ramp needs to be looked at as the current provision is not adequate. Thanks to the Deputy Town Clerk for all her hard work in getting this project completed and the Town Orderly.

A brief update on Merlin Park: Cllrs Aldridge and Slatter met with North Somerset Council on Monday 24th April 2023 to finalise the equipment to be installed. A small climbing wall, and balance 'water lilies' in the small play area. One of the toddler swings is being replaced with a larger accessible swing, these are all items that the public have requested. There is a 'Trim trail' going in by the wooden play area. 2 new sets of goal posts to replace the existing ones (not a full sized pitch) and 2 new picnic benches.

Reminder of ID: The Chairman reminded everyone of the need to bring ID such as a passport or drivers' licence, to allow voting on election day. Further information was available on the Town Council's website.

CM2465 Minutes of the previous meeting (Chairman):

Members considered the Minutes of the committee meeting held on 23rd March 2023.

It was proposed by Councillor Aldridge and seconded by Councillor Slatter that the Minutes of the meeting held on 23rd March 2023 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 23rd March 2023 be agreed by councillors and signed by the Chairman as a true record.

CM2466 Slade Road Play Area – Post Installation Issues

Members received and considered a report on the Slade Road Play Area and the post installation issues and solutions.

Members commented that they understood the reasons for extending the slide area, however there was some confusion over the two different sizes suggested.

The other items in the report were questioned as to need. It was agreed that the item would be deferred until 2 Councillors could attend the site with the Project Officer and assess the need and requirements in full.

It was agreed that a further report would be brought back to the May/June meeting once assessments and further investigation had been completed.

CM2467 Carbon Reduction Plan – Repair Café

Members were asked to consider a small budget to facilitate a Repair Café.

It was proposed by Councillor Aldridge and seconded by Councillor Churchill that a small budget of £292.80 to cover the costs of hire of a room at the library to hold the café, the cost of one PAT Test (for 2 sewing machines) and refreshments for the café for one year.

A vote was taken which was unanimous in favour.

Resolved: that a small budget of £292.80 to cover the costs of hire of a room at the library to hold the café, the cost of one PAT Test (for 2 sewing machines) and refreshments for the café for one year.

CM2468 Wellbeing Update Report

Members received and noted an update report from the Wellbeing Co-ordinator.

It was suggested that the report include the benefits of the work being done for the residents of Portishead.

CM2469 Date of next meeting

It was noted that the next meeting of the Community Matters meeting would be held on Thursday 25th May 2023 at 7.30pm.

Cllr Aldridge concluded, that as it was his last meeting as Chairman of the Community Matters meeting, he would like to thank all the Members of the Committee for their support, all the hard work from the Officers, big thank you to Mrs N Mills for her hard work on the Grants, the Jubilee Celebration last year and her work for the Coronation Penny Fair for this year.

CM2470 Exclusion of the Public and Press

Under the Public Bodies (Admissions to Meetings) Act 1960 Members of the public and press are required to leave the meeting at items 12 and 13 due to the items being confidential matters – which come under the Data Protection Act 2018 and GDPR (UK) 2018 and confidential contractual staffing matters.

It was proposed by Councillor Aldridge and seconded by Councillor Churchill that the public and press leave the meeting due items 12 and 13 being confidential matters – which come under the Data Protection Act 2018 and GDPR (UK) 2018 and confidential contractual staffing matters.

A vote was taken which was unanimous in favour.

Resolved: that the public and press leave the meeting due items 12 and 13 being confidential matters – which come under the Data Protection Act 2018 and GDPR (UK) 2018 and confidential contractual staffing matters.

CM2471 Community Sign-poster Update Report

The Members received and noted an update report from the Community Sign-Poster. Members commented that it was a very good report full of useful information.

CM2472 Community Sign-poster Job Description

Members considered the Community Sign-poster Job Description as recommended by Full Council.

It was recommended that the new Committee assign 2 Councillors to work with the Community Sign-poster, the Town Clerk and Citizens Advice North Somerset (CANS) to continue to work on the Job Description to be reconsidered by the Committee in June 2023, prior to consideration by the Staffing and Finance Committee and Full Council.

The Chairman closed the meeting at 8.26pm.

Signed: *E. Blackmore*

Date: *25th May 2023*

Chairman of the Community Matters Committee