



## 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 22<sup>nd</sup> June 2023 at 7.30 pm

This was a Hybrid meeting to enable community participation.

**Committee Members Present:** Councillors Paul Churchill (Chairman), Emma Blackmore (Vice Chairman), Benjamin Aldridge, Bob Cartwright, Janet Davey, and Frankie Stone.

**Councillors in attendance:** Mike Johnston (online)

**Officers Present:** W Coulter-Woodman (Town Clerk, Cameras, IT and Minutes)

**Members of the Public Present:** 2 (online)

**CM014/06/23 Chairmans Welcome:**

The Chairman welcomed everyone.

**CM015/06/23 Apologies for absence**

Apologies for absence were received and accepted from Councillors David Gunnell and Carol Preston.

**CM016/06/23 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.

**CM017/06/23 The Chairman's verbal update report**

**Wheels & Skate Park update:** The Wheels and Skate Park is open however the grand opening will take place on Sunday 9 July 2023. There are other events taking place at the same time so parking will be a premium.

There have been one or two problems with antisocial behaviour but on the whole the people using the facilities police themselves.

**Update on Play Parks:** The Town Council received funding from North Somerset Council to provide new play equipment for the play area at the Lake Grounds. All the new equipment has been installed and is a big attraction.

In 2023 the Slade Road Play area was upgraded and new equipment installed, this is proving to be very popular too. There are a few areas that require finishing off, quotes are being sought and will be considered at the July meeting.

Merlin Park has received £20,000 of funding from North Somerset Council for new equipment. The equipment has now been agreed and will be installed during August 2023.

**Penny Coronation Festival:** The Festival was a huge success and thanks must go to everyone involved. The weather was really good. Particular thanks must go to Ben and Nicky for all the hard work and hours they put into organising and managing the event. The event raised £1200 for the nominated organisations, chosen by the public at the Residents Meeting.

**CM018/06/23 Public Participation**

There were no members of the public present that wished to speak.

**CM019/06/23 Minutes of the previous meeting (Chairman):**

Members considered the Minutes of the committee meeting held on 25<sup>th</sup> May 2023.

It was proposed by Councillor E Blackmore and seconded by Councillor B Aldridge that the Minutes of the meeting held on 25<sup>th</sup> May 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 25<sup>th</sup> May 2023 be agreed and signed by the Chairman as a true record.**

**CM019/06/23 Cost of Living Fund Applications (COLF)**

Citizens Advice North Somerset (CANS) for £5,000

Members considered the following COLF application from Citizens Advice North Somerset (CANS) for £5,000.

The application was to: Give financial help for Portishead Residents that are in demonstrable financial crisis and have sought advice from the Citizens Advice.

The fund would be used for cost items such as:

- Emergency moving costs
- furniture, white goods, beds and household equipment
- costs associated with a disaster such as a serious flood or fire at home
- gas, electricity, oil and LRG fuels
- minor repairs to white goods
- food
- clothing and footwear
- travel

It was proposed by Councillor J Davey and seconded by Councillor B Aldridge that the Community Matters Committee approve the allocation from COLF of £5,000 for CANS for Portishead Residents that are in demonstrable financial crisis and have sought advice from the Citizens Advice.

A vote was taken which was unanimous in favour.

**RESOLVED: that the Community Matters Committee approve the allocation from COLF of £5,000 for CANS for Portishead Residents that are in demonstrable financial crisis and have sought advice from the Citizens Advice.**

Wellspring Counselling Ltd (Updated Application for £10,000)

Members considered an updated COLF application for £10,000 from Wellspring Counselling Ltd.

Members noted that at the previous Committee meeting it was agreed to allocate £3,685 from the COLF for Wellspring Counselling Ltd. The revised application was to consider the remaining £6,315.

It was proposed by Councillor B Aldridge and seconded by Councillor J Davey that the Community Matters Committee award Part 2 of £6,315 after 3 months following submission of report demonstrating benefit to residents of Portishead and direct relation to Cost of Living support.

A vote was taken which was unanimous in favour.

**RESOLVED: that the Community Matters Committee award Part 2 of £6,315 after 3 months following submission of report demonstrating benefit to residents of Portishead and direct relation to Cost of Living support.**

**CM020/06/23 Carbon Reduction Plan – Repair Café**

Members received an update report on the Repair Café Project.  
It was agreed to defer this item to the next meeting of the committee.

**CM021/06/23 Slade Road – Woodland Management Plan**

Members received an update report on the Slade Road – Woodland Management Plan. It was noted that the community were not getting involved.  
It was suggested that it would be helpful to allocate a Councillor to help the Officer to get the local community more involved.  
It was agreed that Councillor Cartwright would assist the Project Manager with the Slade Road – Woodland Management Plan and encourage the local community to be involved.

**CM022/06/23 Clothes Swap – update**

Members noted an update report on the Clothes Swap Project. It was noted that the format of the next event has been altered to encourage more people to attend the event. It was noted that a personal shopper would be in attendance and a seamstress would also be there to help alter clothes. More publicity was going out. It was suggested that the frequency of the events be reduced and make each event a larger event. It was also suggested that the Sewing B could help publicity.

**CM023/06/23 Wellbeing Update Report**

Members received a written report from the Wellbeing Coordinator on activities during May. It was suggested that the report was too long and wordy. It would be more beneficial to have data capture balanced against outcomes. It was discussed that due to the nature of the work being undertaken, it would be difficult to capture quantitative data.  
Members suggested that the report could be changed to show the direct benefit to the residents of Portishead.

**CM024/06/23 Date of next meeting**

It was noted that the next meeting of the Community Matters meeting would be held on Thursday 27<sup>th</sup> July 2023 at 7.30pm.

**CM025/06/23 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 Cllr B Aldridge and seconded by Cllr P Churchill that the public and press leave the meeting due item 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 item 14 being a confidential matter – under the Data Protection Act 2018 and GDPR (UK) 2018.**

**CM026/06/23 Community Signposter Update Report**

The Members received and noted an update report from the Community Signposter.  
Members requested more data to be included in the report. It was suggested that 2 Councillors assist the Community Signposter to access the data that could be collected and how to present it.  
It was agreed that Councillors P Churchill and E Blackmore would assist the Community Signposter.

The Chairman closed the meeting at 9.10pm.

Signed: *P. Churchill*  
**Chairman of Community Matters Committee**

Date: *27 July 2023*