



MINUTES OF AN ORDINARY MEETING OF THE TOWN COUNCIL HELD ON WEDNESDAY 9th NOVEMBER 2022 AT THE FOLK HALL, 95 HIGH STREET, PORTISHEAD, BS20 6PR

This was a hybrid meeting to enable community participation

Members present:

Councillor Patricia Sterndale (Chairman)
Councillor Ben Aldridge
Councillor Tanya Slatter
Councillor Bob Bull
Councillor Paul Churchill

Councillor Simon Faulkner
Councillor Sue Mason
Councillor Nicola Holland

Members online:

Councillor Bob Cartwright
Councillor Janet Davey

Officers present:

Wendy Coulter - Town Clerk
Mike McDonald - Community Halls Manager

Others present:

Mr Paul Maltby in person

TC22.300 Apologies for Absence

Apologies were received and accepted from Councillors Paul Gardner, Alan George and Tim Snaden.

TC22.301 Declaration of Councillors' interests and requests for dispensations:

To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk (Localism Act 2011 s29-34)

The following declarations of interest was made:

- Councillor Ben Aldridge – Item 9 (Grant Application from Portishead Christmas Lights) – Member of Christmas Lights Committee (did not comment and vote on the item).

TC22.302 Chairman's update report

A verbal update report was received from Councillor Sterndale (Town Council Chairman) on the following matters:

- Brackenwood Land – all parties have now signed all the relevant paperwork, including the transfer of the lease from North Somerset Council. We're just waiting for the solicitors to complete the exchange.
- Slade Road Playing Field – (North Somerset owned) – despite everyone telling North Somerset Council, over the past 3 ½ years that residents want the area removed from the development list, after 2 public consultations with 95% votes against development, being supported by the Neighbourhood Plan, nothing has changed. It was debated last night at a North Somerset Council meeting. Cllr N Holland updated Members: The area of land was debated as part of a report submitted to North Somerset Council, they call it Downside. An amendment was proposed to remove the Slade Road area from the development sites. It was voted down and the area has not been removed.
- Future of the Lake Grounds – The public consultation in Spring 2021 highlighted how much people love the Lake Grounds and its fantastic natural environment. However, it also highlighted how dilapidated the areas and facilities are. There has been a lack of investment over the past 25 years, so the recent £250,000 investment as part of the Great Lakes Project by North Somerset Council is welcome. However, it is not enough. There has been some limited progress but it is far too slow and there is no commitment to the substantial investment required.
 Is North Somerset Council able to manage the Lake Grounds properly due to a chronic lack of resource in the Parks Team and too many other priorities for the team? This was brought home recently when the completely preventable algae bloom outbreak (which previously occurred in 2016) nearly led to several hundred dead fish in the lake, a situation prevented by the prompt actions of the local community and despite slow and inadequate response by North Somerset Council.
 We need to have an honest conversation with Portishead Residents. At least £1million is needed to regenerate the Lake Grounds. This would include cleaning out the lake, building a new café and boat house and repairing other dilapidated infrastructure. We know from the consultation results that our community would be very willing to get involved and help, so necessary investment does not have to come from the public purse. We have several ideas as to how this could be done.
- Post Office – North Somerset Councillor C Charles has reported that he is keeping the Town Council updated on any progress. Morrisons are planning to close the unprofitable Portishead Post Office as part of cost cutting measures. Morrisons have confirmed that the branch will remain open until January 2023. Cllr Charles stated 'I'm assured that the loss of our one remaining post office is being taken very seriously and talks are taking place between the CEO of Morrisons and our MP. The Chief Executive of North Somerset Council has also written to the Post Office to express concern and asked to be kept in the loop with regards to consideration of its future'. Cllr Charles has asked the leader of North Somerset Council, Steve Bridger to clarify with the Post Office how the public can be involved in any consultation of the future of the branch. In the NSC meeting last night, Cllr Charles asked that NSC executive continue to pile pressure on the Post Office and urged them to run a full and open consultation with the public on the future of provision. This was agreed.

- Golf Course – North Somerset Council has secured the future of Portishead's former Golf Course as a protected public open space for the long term benefit of residents and visitors. The land now has Town & Village Green status which means it cannot be built on and will be retained forever as a community open space. There will of course be public consultations to find out what people want to do on the land, and undoubtedly people will have different views. There are some legal restrictions on what you can and can't do, but this is brilliant news for Portishead and a big thank you to everyone who helped this come about.
- Remembrance Sunday – Services will take place in Portishead on both Armistice Day and Remembrance Sunday to allow members of the community to pay tribute to those who have lost their lives in conflict.
An Armistice Day service will take place outdoors at Waitrose Piazza on Friday, starting at 10.45am and will include a two-minute silence at 11am. Then on Sunday, community groups and musicians will join veterans for the town's annual Remembrance Day Parade, which this year will take place later than in previous years. Based on public feedback, the 2022 parade will assemble at 10.30am at the junction of Stoke Road and High Street. The parade will then be brought to attention at 10.45am and the two-minute silence will be observed by all before the parade sets off to St Peter's Church. The church service will commence at 11.30am.
As a special addition to this years' service, organisers hope to place a bugler on top of St Peter's Church tower to sound the reveille and last post. This will be weather permitting.

TC22.303 Public Participation

The notes below are a precis of statements/questions. They are not recorded word for word.

Councillor Bob Cartwright (as a member of the public) apologised for attending late to the meeting online.

Mr P Maltby – Was not going to attend the meeting this evening but has been attending since 2006, never missing a proper Town Council meeting.
The Brackenwood update – money was mentioned, are you allowed to tell me how much you are paying for it? What is it being purchased for?

The Chairman answered – the reason it is being purchased is to save it from development and to retain it as a woodland area.
The owner has sold the land to the Town Council for £20,000 and the whole of that sum of money will be given to Portishead Charities.

Mr P Maltby – That's good, I approve of that.
Particular thanks needs to go to one member of the public with regard to the Golf Course, Ann Townsend. Would hope that the Town Council would acknowledge her tireless efforts to save the area.

Councillor B Aldridge – mentioned that Councillor Janet Davey also worked tirelessly to save the Golf Course. Members of the public fought long and hard for that piece of land. All people who fought for the land should be thanked.

Mr P Maltby – The other reason that he attended was to ensure that there were members of the public present at the meeting.

TC22.304 North Somerset Councillors' Report

The following report was received from North Somerset Councillor, John Cato:
Contact me at john.cato@n-somerset.gov.uk if you wish to find out more or talk about any of these things, or arrange to come to my monthly surgery, the second Saturday of each month at 10-12 - 'John's Chat Room' at the Library.

Local Portishead matters: Responding to resident concerns

I will be having my regular monthly surgery in the Library on Saturday at 10-12.
Town and Village Green status granted for land known as the golf course
Individual Planning issues
Individual Council tax issues
Individual Waste collection Issues
Coast path - fly tipping - being communicated for residents - and welcome your views
email me at: john.cato@n-somerset.gov.uk

Carbon Budget, Carbon Footprints and global warming.

Levels of CO2e and likely temperature rise outcomes are the most important issue we face and we all need to become more educated and carbon literate and act now. I spoke on this at North Somerset Council on many occasions, most recently last night on 8th Nov 2022 proposing work on a more comprehensive action plan with carbon accounting and regular reporting.
I encourage you to do your own carbon footprint analysis
try it yourself - go to giki zero :> <https://zero.giki.earth/>
or Earth Hero - <https://www.earthhero.org/app/>

North Somerset matters

Adult Services and Housing Policy and Scrutiny Panel (ASH) - Committee member
Working on ASH Carers Day, Covid-19 and Voluntary groups, the homeless, Homechoice allocations policy, the forthcoming cap on care costs, adult social care reforms, older peoples housing needs, technology enabled care and reablement
Work has resulted in the appointment of a Carers Champion and if anyone is a carer in any way and needs any help, please get in touch with me.
If you wish to know more about ASH,
please go to: <https://n-somerset.moderngov.co.uk/mgCommitteeDetails.aspx?ID=170>
or email me at: john.cato@n-somerset.gov.uk

Audit Committee - Chair

The Audit Committee has a key role in reviewing and guiding the council on the adequacy of its financial governance and other management arrangements for achieving the organisation's objectives, including Internal audit, External audit, Risk management, Governance, Anti-fraud and corruption and the Constitution
Significant work on improvements in capital projects management, processes of service delivery and customer service, risk management - always more to do.

If you wish to know more,
please go to: <https://n-somerset.moderngov.co.uk/mgCommitteeDetails.aspx?ID=153>
or email me at: john.cato@n-somerset.gov.uk

Climate Emergency Working Group - member

On this working group we have met regularly informally to add perspective and inform the development of Climate Emergency Action Plan and progress reporting. This has been contributory towards some excellent Councillor and Officer training in Carbon Literacy.

As a country and a county, we are not moving fast enough towards 'Net Zero' and to attempt to enable greater action within the council I have raised concerns about our measurement of and progress towards the NSC commitment to net zero at Executive meetings and Council meetings, the most recent being at Council on 08-11-22 see my questions and comments at council

Carbon footprints:

<https://ourworld.unu.edu/en/uncovering-the-carbon-footprint-of-everything>

If you wish to know more, email me at: john.cato@n-somerset.gov.uk

Partnerships, Corporate Organisation and Overview Management Policy and Scrutiny Panel (PCOM) - Committee member

Work including council performance monitoring, climate emergency, major projects, the accommodation strategy, corporate service finance, equalities, diversity and inclusion, north somerset crime and disorder assessment, community safety and safer communities plan, community engagement scrutiny, ICT and cyber security, Customer services strategy

If you wish to know more about PCOM,

please go to: <https://n-somerset.moderngov.co.uk/mgCommitteeDetails.aspx?ID=170>

or email me at: john.cato@n-somerset.gov.uk

Place Policy and Scrutiny Panel - Committee member

Work including the local plan, cladding, public space protection orders.

If you wish to know more about Place Panels work or ask me to communicate your views,

please go to: <https://n-somerset.moderngov.co.uk/mgCommitteeDetails.aspx?ID=170>

or email me at: john.cato@n-somerset.gov.uk

NSLIDB - Board Member

The North Somerset Levels Internal Drainage Board does some remarkable work by some remarkable people managing flood risk across the levels.

If you wish to know more about **NSLIDB** <https://somersetdrainageboards.gov.uk/>
or email me at: john.cato@n-somerset.gov.uk

Beyond North Somerset matters

Avon Pension Fund - Committee Member

Climate Emergency Significant work is now in progress across the investment industry to develop investment products/solutions that are aligned to the transition

and the Paris Agreement. Both Avon Pension Fund and Brunel participated in the global project led by the Institutional Investors Group on Climate Change (IIGCC) to develop an investment framework aligned to the Paris Agreement. Brunel's Climate Change Policy published in 2020 is aligned with the Fund's own objectives and will be crucial in enabling the Fund to achieve those objectives over the coming years. Early adopter of the Taskforce for Climate-related Financial Disclosures (TCFD) recommendations for reporting.

If you want to know more, please go to: <http://www.avonpensionfund.org.uk> and see video: <http://www.avonpensionfund.org.uk/climate-emergency>

Councillor N Holland updated on the Metro West Rail link from Bristol to Portishead. Central Government monies have been confirmed and the project has been resumed. Further updates will be sent to the Town Council. The Development Consent Order Decision is expected to be made by Mid-November and there are no known impediments for the decision to be made within this time scale.

TC22.305 Town Councillors' Report

Cllr J Davey confirmed that it took 8 years to save the Golf Course area.

Cllr B Aldridge said that money has been secured from North Somerset Council for Parks and Open Spaces for new playpark equipment. The monies should be spent on what the residents want, not what NSC instruct it to be spent on.

Remembrance Sunday – there are changes to the road closures. The High Street is being closed from the bottom of Combe Road, to just south of Church Road South. Church Road north and south are being shut. The roads will be shut from 9.45am and won't be open until 12.15pm at the earliest. There are 14 volunteers ensuring that the road closures run smoothly.

Cllr Aldridge also updated on Vale Ponds, North Somerset Council have agreed to carry out work on the ponds, clear shrubbery, trees and rubbish. They have been on site, cut some branches back which have been thrown into the shrubbery and then left the site. Cllr Aldridge will go back to North Somerset Council and request that the work be completed correctly.

TC22.306 Minutes of the Previous Meeting

It was proposed by Cllr R Bull and seconded by Cllr S Faulkner that the Minutes of the previous Ordinary Council meeting held on 28th September 2022 be signed by the Chairman as a correct record.

A vote was taken which was unanimous in favour.

RESOLVED: That the minutes of the Ordinary Town Council meeting held on 28th September 2022 be signed by the Chairman as a correct record.

TC22.307 Grant Application

Members considered a grant application made by Portishead Christmas Lights totalling £5,500 to support the 2022 Christmas Lights Display and increased electricity bill.

It was proposed by Cllr S Mason and seconded by Cllr T Slatter that a grant totalling £5,500 be awarded to the Portishead Christmas Lights to support the 2022 Christmas Lights Display and increased electricity bill.

A vote was taken: 7 for, 1 abstention.

RESOLVED: That a grant totalling £5,500 be awarded to the Portishead Christmas Lights to support the 2022 Christmas Lights Display and increased electricity bill.

TC22.308 Town Council Policies

Members considered a recommendation from the Staffing & Finance Committee to accept and adopt the following Town Council Policies:

Home Working Policy

Disciplinary Policy

Capability Policy

Absence Policy

It was proposed by Cllr T Slatter and seconded by Cllr S Faulkner that the Town Council Policies – Home Working, Disciplinary, Capability and Absence Policy be accepted and adopted by full Council.

A vote was taken which was unanimous in favour.

RESOLVED: That the Town Council Policies – Home Working, Disciplinary, Capability and Absence Policy be accepted and adopted by full Council.

TC22.309 Halls CCTV Coverage and Automated Entry Systems

Members consider a report on additional CCTV coverage for the Folk Hall and the installation of CCTV at Redcliffe Bay Hall and North Weston Village Hall to prevent and detect crime and to monitor the activities of people hiring the halls.

Three quotes were considered and it was proposed by Cllr S Mason and seconded by Cllr N Holland that quote 3 be selected at a cost of £7,740 ex VAT, with an Annual service Contract of £310 ex VAT to be taken from the Halls Maintenance Budget and that CCTV coverage for the Folk Hall be upgraded and CCTV be installed at Redcliffe Bay Hall and North Weston Village Hall.

A vote was taken which was unanimous in favour.

RESOLVED: That that quote 3 be selected at a cost of £7,740 ex VAT, with an Annual service Contract of £310 ex VAT to be taken from the Halls Maintenance Budget and that CCTV coverage for the Folk Hall be upgraded and CCTV be installed at Redcliffe Bay Hall and North Weston Village Hall.

Members further considered the installation of an automated entry system be installed for all 3 halls to reduce reliance on overtime to cover caretaker absence and to reduce the hours spent opening or closing halls to allow for caretaker hours to be distributed between the halls to meet demand or allow flexible working requests.

Members further noted that there would be scope to increase income generation by opening the Folk Hall hire on Sundays.

It was noted that standalone systems were available but at greater cost and would not integrate with the current operating systems and intruder alarm, therefore only one cost was provided from the existing security provider.

It was proposed by Cllr T Slatter and seconded by Cllr S Mason that an automated entry system be installed for all 3 halls at a cost of £3,810 ex VAT with annual maintenance at £190 ex VAT per annum for all 3 halls.

A vote was taken which was unanimous in favour.

RESOLVED: that an automated entry system be installed for all 3 halls at a cost of £3,810 ex VAT with annual maintenance at £190 ex VAT per annum for all 3 halls.

TC22.310 Website – Replacement Council Website

Members considered the approval of a replacement Council Website, as per minute number SF697 to a maximum of £10,000 to be taken from the Budget 2021/2022 and 2022/2023.

It was noted that 3 potential providers had been approached and that it was recommended that a website provider 2Commune be chosen to provide the replacement website. 2Commune already provide websites for over 450 Councils across the country.

It was proposed by Cllr T Slatter and seconded by Cllr B Aldridge that 2Commune provide a replacement website for the Town Council at a maximum cost of £10,000 and that delegation be given to the Chairman of the Finance and Staffing Committee and the Communications Manager to oversee the transfer to and content for the new website.

A vote was taken which was unanimous in favour.

RESOLVED: that 2Commune provide a replacement website for the Town Council at a maximum cost of £10,000 and that delegation be given to the Chairman of the Finance and Staffing Committee and the Communications Manager to oversee the transfer and content for the new website.

TC22.311 Finance

Members considered:

To receive, consider and approve the attached:

1. The list of payments totaling £83,127 made in September 2022 (2 papers)
2. The list of payments totaling £98,431 made in October 2022 (2 papers)
3. The Bank reconciliation statements for October 2022 (4 papers)
4. The summary and detailed Income & Expenditure statements for October 2022 (2 papers)

It was proposed by Cllr R Bull and seconded by Cllr S Faulkner that the Finance items be approved.

A vote was taken which was unanimous in favour.

RESOLVED:

That the Council approves:

1. **The list of payments totaling £83,127 made in September 2022 (2 papers)**
2. **The list of payments totaling £98,431 made in October 2022 (2 papers)**
3. **The Bank reconciliation statements for October 2022 (4 papers)**
4. **The summary and detailed Income & Expenditure statements for October 2022 (2 papers)**

TC22.312 Financial Regulations – Amendment

It was proposed that the Financial Regulations 4.11 be amended to include the wording “to include Mid-Financial Year Virements”.

It was proposed by Cllr R Bull and seconded by Cllr B Aldridge. A vote was taken which was unanimous.

RESOLVED: that the Financial Regulations 4.11 be amended to include the wording “to include Mid-Financial Year Virements”.

TC22.313 Date of Next Meeting

The date of the next Ordinary Town Council meeting is Wednesday 11th January 2023 at 7.30pm.

TC22.314 Exclusion of Press and Public

It was proposed by Cllr B Aldridge and seconded by Cllr N Holland that Under the Public Bodies (Admissions to Meetings) Act 1960 Members of the public and press be required to leave the meeting due to the following item being a confidential matter – staff remuneration.

A vote was taken which was unanimous.

RESOLVED: That under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be required to leave the meeting due to consideration of the confidential matter of staff remuneration.

TC22.315 National Joint Council Agreement (NJC)

Members noted that the NJC Pay Increase for 2022/2023 and additional terms for 2023/2024 have been agreed.

The Chairman closed the meeting at 20.38.

Signed: *P. Sterndale*

Date: 24th November 2022

Chairman of Portishead Town Council