

**WESTON-SUPER-MARE TOWN COUNCIL
COMMUNITY SERVICES COMMITTEE
MEETING HELD ON MONDAY 5th JANUARY 2015
AT GROVE HOUSE**

Meeting Commenced: 7.00 pm

Meeting Concluded: 7.55 pm

PRESENT: Councillor Lisa Pilgrim (Chairman), Roger Bailey (Vice-Chairman), Raymond Armstrong, James Clayton, Clive Darke, Peter Fox, David Hitchins, Clare Kingsbury-Bell, Alan Peak and Clive Webb

IN ATTENDANCE: Sarah Pearse (Responsible Financial Officer), Helen Morton (Finance Officer), Kevin Lilwall (Operation Manager – WSM YMCA), Katherine Cutlan (Museum Supervisor), Jennifer Lawley (Committee Officer) and Beth Evans (Weston & Somerset Mercury).

312.	<p>Apologies for Absence and Notification of Substitutes</p> <p>Apologies for absence were received from Councillors Rose Warwick and Holly Young together with Malcolm Nicholson the Town Clerk.</p>
313.	<p>Declarations of Interest</p> <p>There were no declarations of interest received.</p>
314.	<p>Minutes of the Community Services Committee Meeting held on the 10th November 2014</p> <p>The minutes of the previous meeting had been previously circulated with the agenda.</p> <p>RESOLVED: That the minutes be approved and signed by the Chairman.</p>
315.	<p>To determine Grant Applications including Youth Council Grants</p> <p>The reports of the Responsible Financial Officer and Finance Officer had been previously circulated with the agenda.</p> <p>315.1 Small and Voluntary Grants</p> <p>Weston-super-Mare Television Grant applied for: £1000 Under power: Local Government Act 1972 Section 137</p> <p>The grant applied for was for the purchase of DSLR camera. This item had been deferred from the Community Services Committee meeting of 10th November 2014. It had been resolved that a letter be written to the effect of inviting the organisation to present their application at today's meeting to prove the benefits of the grant to the organisation and suggest that in the meantime the equipment be loaned.</p> <p>The Finance Officer's report reiterated that this was a new enterprise being set up by the current owner who was applying for a non-profit social enterprise status. The</p>

enterprise was based on volunteer helpers from all communities within Weston-super-Mare. All the volunteers have the chance to be involved in all aspects of media, from camera operation to presenting.

Mr Simon Fletcher who had been invited to join the meeting today was not in attendance.

RESOLVED: That the Finance Officer communicates with Mr Simon Fletcher to ascertain whether he wishes to proceed with his grant application and attend the next meeting.

315.2 Uphill Village Society Grant Application -

Grant applied for: £1000

Bank balance of £12,078.18 at 31st March 2014

The Responsible Financial Officer informed that this application had been received by the Finance Office on the 30th November by email. The purpose of the grant application was to enable the restoration of the Donkey Field (Bluebell Field) in Uphill.

The application had not been included in the normal reporting structure as the application did not meet the Grant Criteria set by the Town Council. The Finance Officer had checked the application and had identified that the group were a registered charity but the status within the charity commission website held did not confirm the requirements of the Council criteria. In addition there were concerns that the grant was being sought for the upkeep of land which was not owned by the applicant but owned by the Woodland Trust who were themselves a registered charity. There was no evidence that the owner had given permission for the restoration as set out in the application.

The Responsible Financial Officer advised that she had spoken with the Ward Councillor (Weston-super-Mare Town Council) who had requested that a report of process findings be considered by this committee.

The criteria as resolved by the committee was set approximately two years previously and included small claims and registered charities with listed criteria to be met within this. The Responsible Financial Officer advised that the criteria was due for review, to which the Chairman requested that the criteria be brought back to this committee for review and approval.

The Responsible Financial Officer advised of the quandary faced due to the land not being owned by the applicants which in effect meant the applicants were a third party. A Councillor expressed his aspirations for the land to be well maintained. The land was particularly beautiful in spring. In his opinion the Trust were not interested in the land and he proposed that the Town Council acquire the ground in order to maintain it, and that this should be considered at a future meeting.

The Ward Councillor advised that he had spoken to the Chairman of the Uphill Village Society. The Woodland Trust were given the lease of the ground 10 years ago by the land owner. It appears that the Trust's interests lay mainly with the woodland adjacent to the land. The Ward Councillor recognises the financial restraints of the Town Council but believes the Town Council should consider taking some aspect of control. The ground had become more and more overgrown with brambles and was reverting

	<p>back to woodland.</p> <p>Debate ensued on WIB's (Weston In Bloom) involvement and the request for them to clear the land as detailed in their notes of 11th November 2014. Unfortunately WIB were unable to undertake the task, estimated at a £1000 on the grant application, due to funding restraints. A Councillor then proposed that permission be sought by the Town Council to undertake the maintenance work in the interim. The procurement of the land by the Town Council would probably take some considerable time.</p> <p>RESOLVED that:</p> <ol style="list-style-type: none"> 1. The review of the criteria for Small and Voluntary Grants be an agenda item at a future Community Services Committee meeting. 2. The Town Clerk invites the Chairman of Uphill Village Society to attend a future meeting in order to clarify the details of the Society's grant application for the restoration of the land known as the 'donkey field' (bluebell field) in Uphill. 3. The Town Clerk explores the possibility of acquiring the land known as the 'donkey field' (bluebell field) in Uphill for the Town Council and reports back at a future Community Services Committee meeting. 4. The Town Clerk explores the possibility of the Town Council maintaining the land known as the 'donkey field' (bluebell field) in Uphill and seeks permission from the land owner (Woodlands Trust) and reports back at a future Community Services Committee meeting.
<p>316.</p>	<p>References from other Committees</p> <p>316.1 Weston In Bloom</p> <p>The notes of Weston In Bloom held on the 11th November 2014 (unapproved and attached) had been previously circulated with the agenda.</p> <p>RESOLVED: The notes be received and noted.</p>
<p>317.</p>	<p>Management Reports</p> <p>317.1 Youth Services</p> <p>The report of the Operations Manager , WSM YMCA, had been previously circulated with the agenda.</p> <p>The Operations Manager in summarising his report, responded to various questions which included the re-launch of Weston Youth Centre following the improvement works and the role of PCSOs.</p> <p>The Chairman thanked the Operations Manager for his attendance and report.</p> <p>RESOLVED that:</p> <ol style="list-style-type: none"> 1. Members be advised of the WSM YMCA Centre re-launch date at the next meeting. 2. The report of the Operations Manager be noted.

The Operations Manager left the meeting at 7.16 pm.

317.2 The Blakehay Theatre

The report of the Theatre Manager had been previously circulated with the agenda.

Although no response was forthcoming in answer to a Councillor's concerns on the lack of attendance at a recent Buddy Holly Tribute show, he expressed his disappointment that only 40 or so people attended and wondered whether these excellent shows could not be promoted more?

It was noted that Weston's Got Talent was only 6 weeks away and in response to the general feeling that Members required more information on the progress and organisation of the event, the Responsible Financial Officer advised that she would ask the Community and Grounds Administrator to circulate an up-date report via email.

RESOLVED that:

1. The Community and Grounds Administrator circulates a progress report on Weston's Got Talent by email to Members of the Community Services Committee.
2. The report of the Theatre Manager be noted.

317.3 Cemeteries and Allotments

The report of the Grounds Manager had been previously circulated with the agenda.

The Chairman indicated that Councillor Clive Darke would like to address the meeting and update Members on the ongoing issues at Hutton Moor Allotments.

Councillor Darke who was the Chairman of the Allotment Management Sub-Committee, informed that at the last meeting of the Allotment Management Sub-Committee on the 1st December 2014 it had been resolved to contact David Turner, Director of Development and Environment, North Somerset Council, with the initiative of relocating the entrance to Hutton Moor Allotments to the Leisure Centre grounds. Councillor Darke was eager to resolve this meeting due to the extensive costs associated with the repair of the existing access road to the allotment site. Initially, difficulty arose in arranging a meeting. Two officers from North Somerset Council were delegated the task but unfortunately due to their diary restraints were unable to meet before Christmas. The urgency of this meeting was communicated by Councillor Darke to North Somerset Council. Two meetings have since been arranged, one on the 14th January and the other on the 21st January which also involves Executive Members. At the time of the Allotment Management Sub-Committee meeting, no further subsidence had occurred. However, since that time there had been further badger activity with resulting damage still to be assessed. Councillor Darke emphasised that the Allotment Management Sub-Committee held a budget of only £3000 per year. The cost of repairs to the current access road was estimated at £40,000. Therein lay the dilemma. However, the Chairman informed that if necessary the financial aspect and cost of repair would be presented to the Policy & Finance Committee and concluded by thanking the Chairman of the Allotment Management Sub-Committee for his verbal report and update.

The Grounds Manager's report offered Members an update on Milton Road Cemetery, staffing, Hutton Moor, Old Mill Way and Redpits Allotments and Bus Shelters.

Debate ensued on the numerous Town Council bus shelters and their condition. Some of the older bus shelters coming into disrepair were maintained as needed in a reactive manner. The Grounds Manager proposed that all Town Council bus shelters be inspected to ascertain their condition and need for refurbishment with the resulting information being brought back to this Committee for review. Any necessary repairs under £5000 were contracted out to John West Contractors, with tenders sought for work estimated over £5000 in line with Financial Regulations. However, difficulties arose in obtaining quotes as companies did not appear to be interested.

Members were advised of the difficulty in maintaining older bus shelters, reference being made to their polycarbonate construction and the complications that arose with the removal of graffiti. The Vice Chairman of the Community Services Committee advised that it made sense to do a costing exercise as proposed and recommended by the Grounds Manager. Members were informed that the costing exercise would be undertaken 'inhouse'.

RESOLVED that:

1. That a costing exercise be undertaken 'inhouse' by the Grounds Manager in order to establish the current condition and refurbishment cost for the Town Council's bus shelters and that this information be brought back to a future Community Services Committee meeting.
2. The Chairman of the Allotment Management Sub-Committee reports back on the progress of the initiative for the relocation of an alternative entrance to Hutton Moor Allotments following the scheduled meetings with North Somerset Council.
3. That the report of the Grounds Manager be noted.

317.4 Weston Museum

The report of the Museum Supervisor had been previously circulated with the agenda.

The Chairman introduced and welcomed Katherine Cutlan. Members of the committee had requested that the new Museum Supervisor attended today's meeting.

Katherine had recently joined the Museum Team in the role of Museum Supervisor. In clarification, Members were informed that the Blakehay Theatre Manager was no longer the interim Supervisor managing Museum staff as this role had now been filled by Katherine.

The Museum Supervisor advised that her report had been written before Christmas and since that time a successful Christmas Market had been held with takings of £1300. She informed Members of the History Week scheduled for the half term in February and of the preparation work underway. There had also been a 'Volunteers' Day' which had resulted in the recruitment of more volunteers for the Museum. The Museum was attempting to build up ties with Weston College and the college's production of 'A Christmas Carol' held at the Museum had been extremely successful and very busy. HLF planning was still ongoing. Learning team activities were being organised with the view of going out and into schools when the Museum closes, reminiscent of visits

	<p>undertaken in the spring of 2014.</p> <p>During questions, Members were informed that there were 40 actual volunteers assigned to roles within the Museum and another 40 volunteers who were not currently active, 80 in all. Volunteers were recruited through varying means, examples being in partnership with Weston College and VANS (Voluntary Action North Somerset).</p> <p>The Chairman thanked the Museum Supervisor for her attendance and report.</p> <p>RESOLVED: That the report of the Museum Supervisor be noted.</p> <p><i>The Museum Supervisor left the meeting at 7.35 pm.</i></p>
318.	<p>Community Events</p> <p>The report of the Community and Grounds Administrator had been previously circulated with the agenda.</p> <p>In response to Members querying the reserved date and advertising for the Council's community event, the Responsible Financial Officer confirmed that the probable date for the 'The Big Lunch' was Saturday, 6th June 2015 with promotion and advertising following a scheduled timeline.</p> <p>RESOLVED: That the report of the Community and Grounds Administrator be noted.</p>
319.	<p>Street Naming and Numbering</p> <p>A list of 50 names of Vicars of Worle had been previously circulated with the agenda, kindly supplied by The Worle History Society and obtained by Councillor John Crockford-Hawley.</p> <p>Members were asked to approve the list of 50 names for inclusion on the Town Council's database for future use. Debate ensued on the spelling of names and pronunciation which some felt out-dated and confusing. However, Members generally agreed that the surname would in all probability be used rather than the first name. The Chairman advised that as long as North Somerset Council consulted with the Town Council, she did not anticipate any issues.</p> <p>PROPOSED: Councillor Roger Bailey SECONDED: Councillor Claire Kingsbury-Bell</p> <p>RESOLVED: That the 50 names of Vicars of Worle be included on the Town Council's database of approved road names.</p>
320.	<p>Allocation of Grit Bins</p> <p>Members had been asked to consider for approval a grit bin application, details of which had been previously circulated with the agenda.</p> <p>A map and the location of the proposed grit bin were available to view on an overhead projector. Questions were raised on the feasibility of the grit bin in the location</p>

	<p>requested considering that another grit bin was in position not a great distance away on Cliff Road.</p> <p>Other factors taken into account were:</p> <ul style="list-style-type: none"> • Gradient. • Bus route. • Population and demographics. • Radius to other grit bins. • North Somerset Council gritting route. • Consultation with Streets and Open Spaces, Development and Environment North Somerset Council <p>A Councillor whose Ward covers Severn Road voiced his disappointment regarding a recent grit bin application for location at the corner of Severn Road and Whitecross Road. A delegated decision was sought from the Chairman of the Community Services Committee due to this grit bin request not having been presented at Community Services on the 10th November 2014. The grit bin was refused on the grounds that it was a level location and others might have higher priority. Debate ensued on the £450 remaining of the 2014/15 EMR (Ear Marked Reserves) for grit bins.</p> <p>The Chairman requested that the grit bin criteria be reviewed and that this be an agenda item at a future meeting.</p> <p>RESOLVED that:</p> <ol style="list-style-type: none"> 1. In consultation with Streets and Open Spaces (North Somerset Council) the grit bin request for location outside the residence of 43 Worlebury Park Road be approved. 2. In consideration of the 2014/15 EMR budget remaining for grit bins, Councillor Clive Webb resubmits the Severn Road grit bin application for approval. 3. The grit bin criteria be reviewed at a future Community Services Committee meeting.
321.	<p>CCTV Provision</p> <p>321.1 CCTV Incidents Summary Reports</p> <p>The summary reports for September and October had been previously circulated with the agenda. November's summary report was tabled. All reports were in colour as resolved at the last meeting.</p> <p>RESOLVED: That the CCTV Incidents Summary Reports be noted.</p> <p>321.2 North Somerset Council's CCTV Log Books</p> <p>The reports to-date for individual wards had been circulated by email.</p> <p>The Vice-Chairman informed that in his opinion North Somerset Council's CCTV Log Book reports were informative and reinforced the number of incidents monitored. .</p>

	<p>RESOLVED: That the reports and information be noted.</p> <p>321.3 Location of CCTV cameras</p> <p>Maps of Weston-super-Mare had been previously circulated with the agenda, indicating in colour the locations of cameras in the town.</p> <p>RESOLVED: That the reports and information be noted.</p> <p>The Vice-Chairman queried the outcome of a resolution regarding the possibility of the Coach Park at Locking Road contributing financially towards the CCTV camera located there.</p> <p>RESOLVED: That the resolution to explore the possibility of a financial contribution towards CCTV by the Coach Park at Locking Road, be revisited.</p>
	<p>There being no further business, the Chairman closed the meeting at 7.55 pm.</p> <p>Signed: Dated: Chairman</p>