

**WESTON-SUPER-MARE TOWN COUNCIL  
COMMUNITY SERVICES COMMITTEE  
MEETING HELD ON MONDAY 4<sup>th</sup> JULY 2016  
AT GROVE HOUSE**

**Meeting Commenced:** 7.00 pm

**Meeting Concluded:** 8.30 pm

**PRESENT:** Councillors Ray Armstrong, Mark Canniford, James Clayton, Sarah Codling, Clive Darke, James Davis, Steven Kane, Michal Kus, Len Purnell, Richard Tucker and Clive Webb (S).

**IN ATTENDANCE:** Tania Middlemiss (Assistant Town Clerk), Helen Morton (Finance Officer) Sally Heath (Theatre Manager), Katherine Bell (Museum Supervisor), Rob Thurston (Grounds Manager), Zoe Scott (Community and Grounds Administrator) and Jennifer Lawley (Committee Officer)

<b>47.</b>	<p><b>Election of Chairman</b></p> <p>The Officer of the meeting invited nominations for the position of Chairman.</p> <p><b>PROPOSED BY:</b> Councillor Clive Webb <b>SECONDED BY:</b> Councillor Michal Kus</p> <p>A vote was taken and <b>carried</b>. Accordingly it was:</p> <p><b>RESOLVED:</b> That Councillor Roger Bailey be elected as Chairman of the Community Services Committee.</p> <p>Councillor Roger Bailey had given his apologies for absence. Therefore, under Standing Orders 10.1, the Officer of the meeting made a motion to vary the order of business due to the Chairman's absence and bring forward agenda item 4: Election of Vice-Chairman.</p> <p>A vote was taken and <b>carried</b>. Accordingly it was:</p> <p><b>RESOLVED:</b> That the motion to vary the order of business be approved.</p>
<b>48.</b>	<p><b>Election of Vice-Chairman</b></p> <p>The Officer of the meeting invited nominations for the position of Vice Chairman.</p> <p><b>PROPOSED BY:</b> Councillor Michal Kus <b>SECONDED BY:</b> Councillor Len Purnell</p> <p>A vote was taken and <b>carried</b>. Accordingly it was:</p> <p><b>RESOLVED:</b> That Councillor Sarah Codling be elected Vice-Chairman of the Community Services Committee.</p> <p>The Vice-Chairman took the chair in the absence of the Chairman.</p>

	<p>Prior to the commencement of the meeting, the Vice-Chairman confirmed that there were no parishioners present.</p>
<b>49.</b>	<p><b>Apologies for Absence and Notification of Substitutes</b></p> <p>An apology for absence had been received from Councillor Roger Bailey.</p> <p>Councillor Roger Bailey was substituted by Councillor Clive Webb.</p> <p><b>RESOLVED:</b> That apologies be received and noted.</p>
<b>50.</b>	<p><b>Declarations of Interest</b> (<i>Standing Order No:30</i>)</p> <p>There were no Declarations of Interest received.</p>
<b>51.</b>	<p><b>Minutes of the Community Services Committee Meeting held on the 9<sup>th</sup> May 2016.</b></p> <p><b>PROPOSED BY:</b> Councillor Michal Kus <b>SECONDED BY:</b> Councillor Clive Webb</p> <p><b>RESOLVED:</b> That the minutes be approved and signed by the Vice-Chairman.</p>
<b>52.</b>	<p><b>References from other Committees</b></p> <p><b>52.1 Weston in Bloom Working Party</b></p> <p>The notes of the Weston In Bloom Working Party held on the 10<sup>th</sup> May 2016 (approved) and 21<sup>st</sup> June 2016 (unapproved) had been previously circulated with the agenda.</p> <p><b>RESOLVED:</b> That the notes be received and noted.</p> <p><b>52.2 To review progress of Britain in Bloom's Judging</b></p> <p>The Community and Grounds Administrator in giving a verbal report, informed that all was going well. All the plants were in and everything was on track. Judging was scheduled for the 12<sup>th</sup> July 2016 and 2 judges would be adjudicating.</p> <p><b>RESOLVED:</b> That the verbal report be received and noted.</p> <p><b>52.3 Museum HLF Working Party</b></p> <p>The notes of the HLF Working Party held on 28<sup>th</sup> April 2016 (approved) had been previously circulated with the agenda. The notes of the 30<sup>th</sup> June 2016 (unapproved) were tabled.</p> <p>The Finance Officer advised that the museum's appointed HLF contractors, John West, would be taking over the museum site on the 11<sup>th</sup> July 2016. From that date, no-one would be allowed on site without appointment due to Health and Safety.</p>

	<p><b>RESOLVED:</b> That the notes be received and noted.</p>
53.	<p><b>Management Reports</b></p> <p><b>53.1 Youth Services</b></p> <p>The report of the Senior Youth Lead Worker had been previously circulated with the agenda.</p> <p>The Senior Youth Lead Worker summarised his report and informed that the Playhouse Theatre had requested the use of the Sports' Hall for rehearsals.</p> <p>Debate ensued on the use of the Sports' Hall by the Playhouse Theatre as opposed to the Blakehay Theatre and the difficulties in recruiting for the Youth Council.</p> <p>A request was made by a member to all councillors to help keep Youth Council membership refreshed by the use of networking contacts in schools where possible.</p> <p><b>RESOLVED:</b> That the report be received and noted.</p> <p><b>53.2 Blakehay Theatre</b></p> <p>The report of the Theatre Manager had been previously circulated with the agenda.</p> <p>The Theatre Manager in presenting her report, advised that the theatre had been busy with hires and performances. The Blakehay Theatre was still under review, the findings of which were due to be presented at the next E&amp;G (Expenditure &amp; Governance Working Party) meeting on the 11<sup>th</sup> July 2016.</p> <p>A member stated that the Blakehay Management report lacked financial information. Members were advised that the Blakehay Review contained financial information and would be presented to the Policy &amp; Finance Committee on the 22<sup>nd</sup> August 2016 after E&amp;G. The outcome would be reported to the Community Services Committee on the 5<sup>th</sup> September 2016.</p> <p><b>RESOLVED:</b> That the report be received and noted.</p> <p><b>53.3 Grounds Service Management Report</b></p> <p>The report of the Grounds Manager had been previously circulated with the agenda.</p> <p>In summary of his report, the Grounds Manager also updated members on the meeting of the Allotment Management Sub-Committee on the 28<sup>th</sup> June 2016. In response debate ensued on the setting of rents by the Allotment Club and the payment, work and removal of the asbestos at Hutton Moor Allotments.</p> <p>The committee noted that the period of the new agreement would be set at 5 years to ensure Town Council safeguards.</p> <p><b>RESOLVED:</b> That the report be received and noted.</p> <p><b>53.4 Weston Museum</b></p>

	<p>The report of the Museum Supervisor had been previously circulated with the agenda.</p> <p>The Museum Supervisor in delivering her report advised members that she was moving job roles and would no longer be the Museum's Supervisor but the Museum's Learning and Events Officer.</p> <p><b>RESOLVED:</b> That the report be received and noted.</p> <p><i>The Museum Supervisor and the Youth Lead left the meeting at 7.35 pm.</i></p>
54.	<p><b>To determine Grant Applications including Youth Grants</b></p> <p>The report of the Finance Officer had been previously circulated with the agenda.</p> <p>The Finance Officer advised that the report was quarterly, and in clarification informed that applicants could apply for a grant in each financial year.</p> <p><b>54.1 The Golden Oldies Singing Group</b>  <b>Grant applied for: £300</b>  Under power: Local Government Act 1972 section 137</p> <p>The application and accounts had been checked.</p> <p>The grant would be used to help with advertising singing group sessions for older people to combat isolation and loneliness.</p> <p>The balance carried forward on the balance sheet for year end, 30<sup>th</sup> September 2014, was noted and mention made on the numbers of people the Town Council's grant could help.</p> <p>A vote was taken and <b>carried</b>. Accordingly it was:</p> <p><b>RESOLVED:</b> That this grant application be declined.</p> <p><b>54.2 Hildesheim Youth Exchange (Youth Council Grant)</b>  <b>Grant applied for: £750</b>  Under power: Local Government Act 1972 section 137</p> <p>At the Youth Council meeting on the 20<sup>th</sup> May 2016 it was agreed to support the Youth Exchange in 2016/17 and grant them £750. This had been brought to the Community Services Committee to ratify. The Youth Council grant limit was £500.</p> <p>A vote was taken and <b>carried</b>. Accordingly it was:</p> <p><b>RESOLVED:</b> To ratify this grant application awarded by the Youth Council to the amount of £750.</p> <p><b>54.3 A1 Camera Club</b>  <b>Grant applied for: £1000</b>  Under power: Local Government Act 1972 section 137</p> <p>The application and accounts had been checked.</p>

The club promotes photography as an enjoyable hobby for all ages and abilities and the grant would be used to replace outdated equipment.

Debate ensued following acknowledgement and recognition of the club's work and contribution to the Town Council. It was noted that a quote to meet the cost of replacing outdated equipment had been included in the Finance Officer's report.

A vote was taken and **carried**. Accordingly it was:

**RESOLVED:** To award this grant application £826.96.

#### **54.4 Revitalise**

**Grant applied for: £1000**

Under power: Local Government Act 1972 section 137

The application and account had been checked.

The charity was set up in 2012 and was the largest provider of respite holidays for people with disabilities in the UK. The grant was a request for funding, specific to 3 people.

The balance carried forward on the balance sheet for year end 31<sup>st</sup> January 2015 was noted. The Finance Officer advised that this was the charity's total remit. Members questioned the effectiveness of a Town Council grant award for 3 people.

A vote was taken and **carried**. Accordingly it was:

**RESOLVED:** That this grant application be declined.

#### **54.5 The Notable Club**

**Grant applied for: £1000**

Under power: Local Government Act 1972 section 137

The application and accounts had been checked.

The cash at bank and number of grants awarded over several years were noted.

The group offers a lunch club for physically disabled adults from 16 to 60 years of age within Weston-super-Mare.

A vote was taken and **carried**. Accordingly it was:

**RESOLVED:** To award this grant application £500.

#### **54.6 Weston Super Stars Cheerleaders**

**Grant applied for: £540**

Under power: Local Government Act 1972 section 137

This was a new group and at the meeting of the Youth Council on the 20<sup>th</sup> May it was agreed to support Weston Super Stars in 2016/17 and grant them £540. This had been brought to the Community Services Committee to ratify. The Youth Council grant

	<p>limit was £500.</p> <p>A vote was taken and <b>carried</b>. Accordingly it was:</p> <p><b>RESOLVED:</b> To ratify this grant application awarded by the Youth Council to the amount of £540.</p> <p><b>54.7 North Somerset LGBT Forum</b>  <b>Grant applied for: £1000</b>  Under power: Local Government Act 1972 section 137</p> <p>The application and accounts had been checked.</p> <p>The Finance Officer advised that the Forum currently had £3000 in the bank.</p> <p>The grant would be used to produce more publicity material for the Pride event, train volunteers on Health and Safety, security, equality issues and IT skills to enhance the website.</p> <p>LGBT (<i>The Lesbian, Gay, Bi-sexual and Transgender Forum</i>) had received £500 in the last financial year and it was noted that not all bills had been paid from the previous festival. Debate ensued regarding organisations requesting a grant on an annual basis and whether the criteria for requesting grants should be reconsidered.</p> <p>A vote was taken and <b>carried</b>. Accordingly it was:</p> <p><b>RESOLVED:</b> To award this grant application £500.</p> <p><b>54.8 Weston BID</b>  <b>Grant applied for: £500</b>  Under power: Local Government Act 1972 section 137</p> <p>No accounts had been submitted.</p> <p>The grant application was for a contribution towards a 'Welcome to Orchard Meadows' archway sign. It had not been made clear whether the archway sign would be similar to that of the Grove Park shopping area sign or a banner.</p> <p>Following debate which included the costs BID incurred and the employ of Street Wardens, it was decided to grant an award. However, members agreed that they would like to have sight of the design.</p> <p>A vote was taken and <b>carried</b>. Accordingly it was:</p> <p><b>RESOLVED:</b> To award this grant application £500.</p> <p><i>Councillor Kus left the meeting at 7.58 pm and rejoined the meeting at 8.00 pm</i></p>
55.	<p><b>Public Conveniences</b></p> <p>The report of the Community and Grounds Administrator had been previously circulated with the agenda.</p>

	<p>Members noted the feedback from 3 other councils and their experiences in the use of sharp boxes in public conveniences. The report also included 3 quotes from companies who supplied and installed sharp boxes. The quotes were specific to Grove Park public conveniences.</p> <p>The report also included an extract from the Expenditure and Governance meeting on the 9<sup>th</sup> May 2016 regarding complaints, maintenance and the amount of call outs for 2015/16.</p> <p>The Community and Grounds Administrator requested that the Town Council public conveniences be included in the scheme and requested that the committee indicate their preferred quotation.</p> <p>Debate ensued.</p> <p>A vote was taken and <b>carried</b>. Accordingly it was:</p> <p><b>RECOMMENDED:</b> That the Sharp Box report be taken forward for resolution at the next Policy &amp; Finance Committee meeting.</p>
56.	<p><b>Events</b></p> <p><b>56.1 The Queens 90<sup>th</sup> Birthday Picnic in the Park</b> The report of the Community and Grounds Administrator had been previously circulated with the agenda.</p> <p>The Community and Grounds Administrator reported on the success and popularity of this event.</p> <p>The Chairman thanked the Community and Grounds Administrator as well as the Civic Officer for their hard work and effort in promoting and managing this community event.</p> <p><b>56.2 To seek nominations for an informal Events' Working Party – Events 2017</b></p> <p>Debate ensued when it was agreed that direction would be sought at the next Group Leaders' meeting.</p> <p>A request was made that a member of the Finance Team be included in the working party in addition to the relevant members of staff who promote and manage Town Council events.</p> <p>A vote was taken and <b>carried</b>. Accordingly it was:</p> <p><b>RECOMMENDED:</b> That the aims of an Events Working Party and the nomination of members, be discussed at the next Group Leaders' meeting.</p> <p><i>The Grounds Manager and Community and Grounds Administrator left the meeting at 8.12 pm.</i></p>

**57. Dog Bins**

The report of the Secretary to the Town Clerk had been previously circulated with the agenda.

The committee noted that financial provision was available for only 1 more dog bin in this financial year.

Dog bin applications from the Uphill, Winterstoke and Central Ward had been deferred from the last Community Services Committee meeting. Two further dog bin requests had been received so there were now 5 requests in all.

**57.1 Application 1 Uphill Ward** - received from Councillor John Ley-Morgan of North Somerset Council (*deferred from the last meeting*).

It had been requested that a new dog bin be located inside the kissing gate which forms the entrance to the Woodland Trust's wood next to the Donkey Field in Uphill.

Members noted that the request had been received from a North Somerset Councillor which prompted the question of North Somerset Council's provision of dog bins.

**57.2 Application 2 Winterstoke Ward/Maltlands** - received from a local resident and Councillor Len Purnell (*deferred from the last meeting*).

It had been requested that a new dog bin be located on the Walkway of Heligen Walk, parallel to the railway line between Plumley Park and Old Mill Way.

Ward Councillor Len Purnell had undertaken a survey of the area and had concluded after speaking to residents that there was a need for the provision of a dog bin at the location proposed.

**57.3 Application 3 Central Ward** - received from a local resident (*deferred from the last meeting*).

It had been requested that a new dog bin be located at least half way between Devonshire Road and the seafront on Quantock Road.

Councillor Richard Nightingale noted the number of dog bins in Clarence Park and although suggesting the relocation of a dog bin from Clarence Park as an option these dog bins were owned by North Somerset Council.

**57.4 Application 4 Hillside Ward** - received from a local resident.

It had been requested that dog bins be located in the Atlantic Road/Atlantic Road South/Shrubbery area.

Ward Councillor Mark Canniford informed members that a community proposal by Holy Trinity Church to purchase 2 dog bins had been put to him. However, in offering to purchase 2 dog bins, Holy Trinity were requesting that the Town Council meet the cost of emptying the dog bins and that Holy Trinity include their own 'logo' sticker on the dog bins.



	<p>The Chairman and members of the committee appreciated the gesture, community spirit and sponsorship offered by Holy Trinity Church.</p> <p><b>57.5 Application 5 North Worle Ward</b> - received from Councillor Jan Holloway.</p> <p>Dog bin no:53, situated near Priory School, appeared to be overflowing continuously. Residents had complained to Councillor Holloway and were requesting that an additional dog bin be located in the area. However, Councillor Holloway had identified that there were several dog bins in the vicinity already and therefore, requested that dog bin no:53 be swapped for a new, larger dog bin.</p> <p>Debate ensued and consideration was given to all 5 dog bin requests.</p> <p>A vote was taken and <b>carried</b>. Accordingly it was:</p> <p><b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>1. <b>Uphill Ward:</b> That the dog bin application be declined.</li> <li>2. <b>Winterstoke Ward:</b> That the dog bin application be approved.</li> <li>3. <b>Central Ward:</b> That the dog bin application be declined.</li> <li>4. <b>Hillside Ward:</b> <ol style="list-style-type: none"> <li>i. That the Town Council supports the proposed purchase of 2 dog bins by Holy Trinity Church with the remit that the Town Council meet the cost of emptying the dog bins and disposal of dog faeces.</li> <li>ii. That approval be given for Holy Trinity Church to include their 'logo' sticker on the 2 dog bins they purchase.</li> <li>iii. That the proposals for the 2 dog bins be recommended for approval at a future Policy &amp; Finance Committee meeting together with the yearly costs for emptying 2 dog bins.</li> </ol> </li> <li>5. <b>North Worle Ward:</b> To approve that a larger Town Council dog bin be identified which is under used with the view of swapping dog bin no:53.</li> </ol>
58.	<p><b>Community Facilities at Haywood Village (Weston Airfield)</b></p> <p><b>RESOLVED:</b> That the correspondence received from North Somerset Council be received and noted.</p>
	<p>There being no further business, the Chairman closed the meeting at 8.30 pm</p> <p>Signed: ..... Dated: .....</p> <p>Chairman</p>