

**WESTON-SUPER- MARE TOWN COUNCIL
MINUTES OF THE COMMUNITY SERVICES COMMITTEE
HELD AT GROVE HOUSE ON
MONDAY 17th SEPTEMBER 2018**

Meeting Commenced: 7.00 pm

Meeting Concluded: 8.29 pm

PRESENT: Councillors Roger Bailey (Chairman), Ray Armstrong, James Clayton, Robert Cleland, Sarah Codling, James Davis, Peter Fox, Jos Holder and Denise Hunt.

ALSO IN ATTENDANCE: Malcolm Nicholson (Town Clerk), Samantha Bishop (Committee Officer), Zoe Scott (Community & Grounds Administrator), Sally Heath (Theatre Supervisor), Matthew Hardy (Visitor Services Manager) and Damien Erangey (YMCA).

128.	<p>Apologies for Absence and Notification of Substitutions</p> <p>There were no apologies for absence received.</p>
129.	<p>To receive Declarations of Interest</p> <p>There were no declarations of interest received.</p>
130.	<p>To approve the accuracy of the minutes of the Community Service Committee meeting held on the 9th July 2018.</p> <p>The minutes of the last meeting had been previously circulated with the agenda.</p> <p>PROPOSED: Councillor James Davis SECONDED: Councillor Peter Fox</p> <p>RESOLVED: That the minutes be approved and signed by the Chairman as a true record of the meeting.</p>
131.	<p>References from other Committees</p> <p>131.1. Minutes of Weston In Bloom 26th June 2018</p> <p>The minutes had been previously circulated with the agenda.</p> <p>The Town Clerk reported that the results of the South West In Bloom would be announced on 4th October 2018.</p> <p>RESOLVED: That the minutes be received and noted.</p> <p>131.2 Minutes of the Museum and Heritage Sub Committee 16th August 2018 (unapproved)</p> <p>The minutes of 2018 had been previously circulated with the agenda.</p> <p>In response to a question regarding how the council's Heritage Open Days had gone, the Town Clerk informed that he would be formulating a general response to Cara MacMahon, Heritage Action Zone Project Officer, Development & Environment, North Somerset Council on behalf of the council.</p>

	<p>The Committee Officer reported that Grove House had welcomed approximately 70 people over the 6 days they were open who all thoroughly enjoyed the experience. The administration team had met to debrief on the event and their specific comments would be forwarded to the Town Clerk as part of the council's formal response.</p> <p>The Community and Grounds Administrator reported that the chapel was visited by 19 people.</p> <p>The Visitor Services Manager didn't have specific numbers and reported that it was noticeable that the uptake was more popular over the 1st of the two weekends. He added that the social media engagement of the event was very high which a success was.</p> <p>RESOLVED: That the minutes be received and noted.</p>
132.	<p>Management Reports</p> <p>132.1 Youth Services</p> <p>The report of the Operations Manager - YMCA was available at the meeting.</p> <p>The Chairman wanted his thanks conveyed to the Operations Manager for the additional breakdown of the costs reported on the back of the report. He felt this was beneficial for members and was a good starting point.</p> <p>The Chairman asked if there was any update with a venue for the Uphill Youth Project to which Damien report that they were looking into the possibility of using one of the Schools as a meeting place.</p> <p>The Chairman informed that he was a governor at Westhaven School and would be happy to mention it to them.</p> <p>Debate ensued regarding schools' involvement, support from the police and boxing groups and a member offered to meet with the YMCA on this aspect and move it forward.</p> <p>RESOLVED: That the report of the Operations Manager- YMCA be noted.</p> <p><i>Damien Erangey left the meeting at 7.17 pm.</i></p> <p>132.2 Blakehay Theatre</p> <p>The report of the Blakehay Theatre Manager had been previously circulated with the agenda.</p> <p>The Theatre Manager reported that she had welcomed 65 visitors into the Blakehay for tours and coffee on 8th September.</p> <p>The Chairman referred to the lighting mentioned within the report to which the Theatre Supervisor reported that it did look much better and that the momentum on it needed to be sustained. There would be a meeting of the Professional Lighting and Sound Association (PLASA) that week where progress may be made.</p> <p>It was reported that the previous weekend's Elvis tribute shows had generate and £800 income on the bar which was great, however the show itself was disappointing with over³/₄ of the audience walking out which was not great for reputation.</p> <p>The last of the Comedy Nights was scheduled for 4th October with a view not to re-book after the disappointing ticket sales. This was a general experience of many cultural facilities</p>

in 2018 which was thought to be as a result of the hot summer weather.

Family film shows had been booked in, starting in October at 4pm, as well as lots of children's shows. Tickets for the adult Panto in December were selling well and the College had booked in their Panto for the week of 3rd December.

The Theatre Manager was working on funding for projects in conjunction with the Development Officer for children with special educational needs, in particular Autism and Sensory processing. A grant for £60,000 was on offer at which they would know by January 2019 if the Blakehay had been successful. She added that there was nothing of this kind on offer in the South West and it was hoped to be introduced by Autumn 2019. There was also potential to branch out and link up with hotels on this very 'niche' initiative.

In response to a members question regarding wheelchair access, the Theatre Manager confirmed that the Blakehay had disabled access and that the auditorium could facilitate up to four wheelchairs. The only part of the Blakehay that was inaccessible was the Studio.

RESOLVED: That the report of the Theatre Manager be noted.

132.3 Weston Museum

The report of the Visitor Services Manager was available to view at the meeting which asked members to consider a recommendation.

The Chairman was happy with the new style of the report, however he encouraged the Visitor Services Manager to distribute his report with the agenda for future meetings.

In response to the Chairman asking about social media, the Visitor Services Manager informed that it was going very well. Facebook generated the most engagement with families and this was known looking at the analytics. The Museum was working with South West Heritage Trust on a grant for a visitor insight service, which would be able to trace visitors.

In response to a question, The Visitor Services Manager reported that the Museum received a very low percentage of foreign visitors.

The Town Clerk directed members to the recommendations outlined in the report regarding closure of the Museum on a Monday during the winter. He informed that having discussed this with the Visitor Services Manager this would enable the Museum to provide a better offer over 6 days rather than thinly staffing over 7 days. The closure would take effect from 22nd October until late February 2019.

The second recommendation was with regards to the Christmas closing period.

The Visitor Services Manager explained that the intention was to maximise the potential of the Museum and appointing the two Learning and Events Officers, working 6 days would allow the Museum to embrace the roles work smarter.

It was queried whether the Museum and Heritage Sub Committee were aware of this recommendation and should it not be discussed there first.

Debate ensued on visitor numbers for Mondays at the Museum. The Visitor Services Manager did not have exact figures to hand but advised that Sundays had more potential with events/hires than Mondays did and that income figures demonstrated that Mondays were not good income days. A member felt that without the exact footfall numbers, there was not enough information to make an informed decision.

Discussion then ensued on the best day to close and whether the recommendation should be referred to the Museum and Heritage Sub Committee on 18th October. However the committee felt that this would not give Officers enough time to prepare and manage the changes.

The Town Clerk advised in response to a suggestion to make a decision via email that this was unlawful, however he advised that the Chairman and Vice Chairman could approve an urgent decision outside of the Committee meeting if needed.

The Theatre Supervisor left the meeting at 7.45 pm

A proposition to refer the matter to Museum and Heritage sub-committee was seconded and a vote taken. A vote was taken 4 for; 6 against and accordingly the proposition was **lost**.

It was then

PROPOSED BY: Councillor James Davis

SECONDED BY: Councillor Sarah Codling

A vote was taken and was **carried**.

132.3.1 RESOLVED: To approve the amended Museum opening times, 6 days a week, Tuesday to Sunday for the winter period from November to February inclusive.

It was then

PROPOSED BY: Councillor Peter Fox

SECONDED BY: Councillor Sarah Codling

A vote was taken and was **carried**.

132.3.2 RESOLVED: To approve the Christmas closure period Tuesday 25th December to Sunday 30th December 2018 and that the report of the Visitor Services Manager be noted.

The Visitor Services Manager left the meeting at 7.50 pm

132.4 Grounds

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

Play Areas

A member queried what the plans were for replacing equipment at Castle Batch as recent social media comments by members indicated contrary plans and stressed the need that the council needed to be transparent at all times.

The Town Clerk informed that there would be a planned maintenance programme for all play areas going to the next Tourism and Leisure Committee meeting on 8th October. The council is always open and any information requested by members would always be divulged. There was also a motion on the agenda for the Town Council meeting on the 24th September in respect of Castle Batch.

Weston In Bloom

The Chairman raised his disappointment with members' lack of participation with Weston In Bloom. He advised that a training day had been arranged for volunteers.

	<p>Public Toilets</p> <p>The Community and Grounds Administrator informed that all sites were open an running.</p> <p>Cemetery</p> <p>Discussion was had on the cemetery running costs and the Town Clerk informed that purchase of ex common graves was on the increase and that that the grounds team were looking into the possibility of unused paths to create more full burial plots. There was still a lot of space for interments of ashes.</p> <p>RESOLVED: That the report of the Grounds Manager be noted.</p>
133.	<p>Community Events</p> <p>The report of the Community and Grounds Administrator had been previously circulated with the agenda.</p> <p>The report confirmed the Literacy Festival line up so far and made a recommendation for members’ consideration. The report also updated on, free children’s events, launch, story competition, publicity, budget and the flower show.</p> <p>The Town Clerk informed of a meeting held with the YMCA which generated the recommendation to allocate £1,000 from the YMCA Summer Starter event for the use of the Literacy Festival 2019.</p> <p>Debate ensued on how this would help to grow the event, condensing the event into a weekend, inviting authors of gardening books and the possibility of schools contributing to children’s events.</p> <p>PROPOSED BY: Councillor Peter Fox SECONDED BY: Councillor Sarah Codling</p> <p>RESOLVED: To approve the allocation of £1000 from the YMCA Summer Starter event for the use of the Literary Festival 2019 and that the report be noted.</p>
134.	<p>Dog Bins</p> <p>The Town Clerk’s report had been previously circulated with the agenda.</p> <p>The report advised on the current dog bin emptying contract, sponsorship of dog bins and the dog bin policy which was adopted in 2014.</p> <p>The Town Clerk reported that the cost of purchasing a new dog bin was minimal and that it was the emptying that resulted in the main budget implications.</p> <p>The Committee felt that generally the policy was fit for purpose and just needed amending in respect of the sponsorship of bins.</p> <p>The Chairman suggested reviewing the bins that needed emptying more that twice a week and replacing them with larger liter bins and pointed out that paragraph 3.4 needed to reflect that all the relevant ward councillors were in agreement that a dog bin was needed.</p> <p>Discussion ensued with regards to larger bins and how they were issued. The Town Clerk advised that the contractors monitored the usage of the bins and undertook various spot checks. The Committee Officer added that larger bins were considered after a certain</p>

	<p>amount of public complaints had been received about a specific bin.</p> <p>A member questioned the need for providing dog bins at all now that the legislation had changed around putting dog waste in litter bins.</p> <p>The Town Clerk confirmed that the legislation had changed regarding hazardous waste approximately 5 years ago and agreed that the provision of dog bins could be reviewed taking into account that North Somerset Council were removing litter bins. There would be more scope for advertising a litter bin emptying contract as opposed to just dog bins.</p> <p>PROPOSED BY: Councillor Michal Kus SECONDED BY: Councillor Peter Fox</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. To approve the Town Clerks' report. 2. To approve the Dog Bin Policy subject to the above suggested amendments 3. That a dog bin usage analysis be reported to the next meeting for consideration. 	3.
135.	<p>Budget Considerations</p> <p>Discussion ensued regarding the dog bin replacement budget which was based on the replacement of 6 bins.</p> <p>PROPOSED BY: Councillor Sarah Codling SECONDED BY: Councillor Jos Holder</p> <p>A vote was taken and accordingly it was carried.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. To reduce the total of the Dog Bin purchase budget to reflect the cost of 2 dog bins. 2. The Chairman indicated that he would like a larger grant to be given to the CAB 	
	<p>There being no further business, the Chairman closed the meeting at 8.29 pm.</p> <p>Signed: Dated:</p> <p>Councillor Roger Bailey Chairman of the Community Services Committee</p>	