

**WESTON-SUPER- MARE TOWN COUNCIL  
MINUTES OF THE COMMUNITY SERVICES WORKING PARTY  
HELD VIA ZOOM  
MONDAY 10<sup>TH</sup> MAY 2021**

**Meeting Commenced:** 7.00 pm

**Meeting Concluded:** 8.33 pm

**PRESENT:** Councillors Sarah Codling (Chairman), Marc Aplin, Gillian Carpenter, John Crockford-Hawley, Ciaran Cronnelly, Peter Fox, Pete McAleer, Helen Thornton and Roz Willis.

**ALSO IN ATTENDANCE:** Councillors James Clayton, Gill Bute, Alan Peak, Malcolm Nicholson (Town Clerk, Sarah Pearse (Deputy Town Clerk/RFO), Fay Powell (Assistant Town Clerk Public Services), Samantha Bishop (Committee Officer), Zoe Scott (Grounds Coordinator), Becky Walsh (Communications Officer) and Reece Evans (Community Response Officer).

**8. Election of Chairman**

The Town Clerk invited nominations for the position of Chairman.

**PROPOSED BY:** Councillor Mark Aplin

**SECONDED BY:** Councillor Peter Fox

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

**RESOLVED:** That Councillor Sarah Codling be elected Chairman of the Community Services Committee for the year 2021-22.

Councillor Sarah Codling took her place as Chairman and welcomed members to the meeting.

**9. Apologies for Absence and Notification of Substitutions**

Apologies for absence were received from Councillor Roger Bailey with no substitution.

Councillor Ella Sayce was absent from the meeting.

**10. To receive Declarations of Interest**

A personal declaration of interest was received from Councillor Roz Willis—in relation to agenda item 9. Grant Applications. She declared a personal interest in the grant application for the BME Network and would not take part in any discussion.

**11. Election of Vice Chairman**

The Chairman invited nominations for the position of Vice Chairman.

**PROPOSED BY:** Councillor Mark Aplin

**SECONDED BY:** Councillor Peter Fox

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

	<p><b>RESOLVED:</b> That Councillor Pete McAleer be elected as Vice Chairman of the Community Services Committee for the year 2021-22.</p>
<p><b>12.</b></p>	<p><b>To approve the accuracy of the minutes of the Community Service Committee meeting held on 8<sup>th</sup> March 2021</b></p> <p>The minutes of the last meeting had been previously circulated with the agenda.</p> <p>The following amendments were requested by members:</p> <p>Page 1, the spelling of Councillor Ciaran Cronnelly be corrected  Page 2, 205 dog bin at Peligan Crescent to be corrected to Heligan Walk  Page 2, 205 Maltlands Park be corrected to play area  Page 3, 206.2 stationery be corrected to stationary  Page 7, 210 - to include input and output</p> <p>The Chairman requested an update on 213 Public toilets to which the Town Clerk advised that after consultation with both North Somerset Council equalities team and Torbay Council who used contactless only mechanisms, the Policy &amp; Finance Committee agreed it was unnecessary to undertake impact assessments as the council was providing a hybrid system.</p> <p>The Chairman wanted it noted that it had been the request of this committee to undertake impact assessments.</p> <p>Members agreed that this would be a waste of time and resources, impact assessments were advised as not necessary if no sites were moving to contactless only.</p> <p>The committee gave their thanks to the retiring Chairman of the committee.</p> <p>A vote was taken and accordingly it was <b>carried</b>.</p> <p><b>RESOLVED:</b> That with the above amendments, the minutes be approved and signed by the Chairman as a true record of the meeting.</p>
<p><b>13.</b></p>	<p><b>References from other Committees</b></p> <p>The Town Clerk advised members that the Policy &amp; Finance committee had resolved:</p> <ol style="list-style-type: none"> <li>1. To install only one hybrid lock at Grove Park toilets, in order to minimise the likelihood of vandalism, with the two other cubicles having only contactless card locks.</li> <li>2. The remaining four cubicles at other locations to receive hybrid cash and contactless mechanisms at an additional cost of £12,750 (5 x £2500).</li> </ol> <p><b>RESOLVED:</b> Noted.</p>
<p><b>14.</b></p>	<p><b>Grounds Management Report and Grove Park Monitoring:</b></p> <p>The report of the Assistant Town Clerk - Operational Services had been previously circulated.</p>

The ATC then introduced and welcomed Reece Evans, the newly appointed Community Response Officer for the Town Council to the meeting and informed that he was able to answer questions from members.

Reece reported that he had been in post for 2 months and what he had experienced/worked on so far:

- An eviction was issued to rough sleepers at Ellenborough Park East
- Increased patrols at the Cemetery and Water Park
- An updated focus on Grove Park toilets, including morning sweeps of the Street Wardens and use of street tags.

The ATC added that 27 allotment holders at Rectors Way had had their sheds burgled and damaged caused. Reece would be working with the Grounds team to secure the site and manage the problem.

The Chairman thanked Reece and his team for their help with the problems experienced down on the old airfield site.

At this point in the meeting it was agreed that item 12. Grove Park Monitoring could be discussed whilst Reece was in attendance.

Councillor McAleer, who had requested the item highlighted on the antisocial behavior problems at Grove Park and particularly, his discrepancies with the Street Warden patrols. He had spoken with both the Friends of Grove Park and the Café concessionaire, both who were very disappointed with the lack of physical presence by the Street Wardens. He requested more acknowledgement from the Street Wardens and suggested a signature sheet for completion at Grove House.

Reece informed that he was happy to introduce this system and could expand the street tag system already used by the Street Wardens and Grove Park toilets to Grove House.

It was enquired as to what the procedure was for the closing toilets and notifying the public. Reece explained that the toilets were now managed by Healthmatic, who worked very closely with the team and were notified immediately if any toilets had to be closed.

The ATC added that there was also 24 hour number on the toilets to be used.

It was reported that a cleaning attendant had been recently assaulted and that a meeting with Healthmatic and relevant officers and organisations had taken place to manage this and regular reports were now completed.

The Deputy Town Clerk advised that Healthmatic had been contracted and equipped to deal with most things but in cases of severe vandalism, an insurance claim would need to be raised.

The Grounds Coordinator reported that she had good communication with Healthmatic over the weekends.

A member raised a growing antisocial behavior problem reported by residents at Worle church yard which required assistance.

	<p>Reece noted the problem and advised all members to raise a report form on any problems requiring assistance, this could then be tracked and on the system.</p> <p>The ATC advising that a report form would be distributed to all members following a meeting later that week.</p> <p><b>RESOLVED:</b> That the report of the Assistant Town Clerk - Operational Services be noted.</p>
<p><b>15</b></p>	<p><b>Service Area Reports:</b></p> <p><b>15.1 Youth Services</b> The report of the Operations Manager – YMCA had been previously circulated.</p> <p><b>RESOLVED:</b> That the report of the Operations Manager - YMCA be noted.</p> <p><b>15.2 Community Events</b> The Grounds Coordinator verbally reported that the Well Being event previously agreed by committee was progressing well and good work with the Museum and Blakehay was being done. The event was scheduled for 18<sup>th</sup> September 10am – 3pm.</p> <p>Discussions had been started for Heritage Open Days.</p> <p><b>15.3 Weston in Bloom – Love the Outdoors</b> The Grounds Coordinator verbally reported that work was progressing well with the Volunteer Coordinator and a first induction with volunteers had taken place on 27<sup>th</sup> April with the 2<sup>nd</sup> planned for the 14<sup>th</sup> May. There was much enthusiasm and a good response received from the structure.</p> <p>The plants were due to arrive w/c 7<sup>th</sup> June.</p> <p>Weston in Bloom judges were visiting on the 27<sup>th</sup> July and the Awards ceremony would be taking place in October.</p> <p>A member of the Weston in Bloom working party asked when meetings were likely to resume remotely.</p> <p>The Grounds Coordinator informed that due to many of the members of the working party not wanting to meet remotely, no meetings had been instigated. However now that there was business and events to discuss she would instigate a meeting at the next induction on 14<sup>th</sup> May.</p> <p>A member suggested meeting outside and the Grounds Coordinator said she would look into the possibility of using Ellenborough Park West.</p> <p><b>RESOLVED:</b> That the report of the Grounds Coordinator be noted.</p>
<p><b>16</b></p>	<p><b>Grant Applications:</b></p> <p>The reports of the Finance Officer had been previously circulated.</p> <p>The Deputy Town Clerk advised that there were four applications for members' consideration:</p>

Councillor Roz Willis declared a personal interest in the grant application for the BME Network and would not take part in any discussion.

The Chairman reminded members that grant awards must not exceed the £1,000 limit.

The Deputy Town Clerk confirmed that the actual grants budget was £6,000 and advised that the grant previously agreed from the 2020-21 budget for the Worlebury Hillfort Group could not be earmarked but that the committee had the right to revoke it if they wished.

### **16.1 BME Network**

Grant applied for £6,000

Under power: Local Government Act 1972 section 137

The grant would cover the cost of the salaries of a professional 7-piece Traditional Griot West African music band" onsite rehearsal costs and a video film of the performance for documentary, communications and future publicity purposes. To employ a workshop facilitator to enable and encourage audience communication for educational purposes to inform about the origins of the music plus the meaning and movement of dance pieces. A Festival day of music, entertainment and education.

The grant was for a considerable amount and exceeded the grant criteria limit.

A member suggested granting from the Community Events budget rather than utilising all or a significant amount of the grants budget.

The Town Clerk advised that this was possible and suggested that on future agendas there could be a separate agenda item for Community Events budget applications.

It was noted that there were no grant criteria set for this budget yet.

To aid discussion the Deputy Town Clerk advised that the budget for Community Events had been increased by £10,000, therefore totalling £60,000.

**PROPOSED BY:** Councillor Helen Thornton

**SECONDED BY:** Councillor Ciaran Cronnelly

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

**RESOLVED:** That £6,000 be granted from the 2020/2021 Community Events budget.

### **16.2 North Somerset Arts**

Grant applied for **£1,000**

Under power: Local Government Act 1972 section 137

In September 2021 North Somerset Arts were planning to run a Covid-Recovery Arts Week Event and therefore required the funding to hire a Covid secure venue.

A member queried if the running costs were for one day or for the week, to which the Deputy Town Clerk informed that she would find out before the event took place.

**PROPOSED BY:** Councillor Roz Willis

**SECONDED BY:** Councillor Peter Fox

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

**RESOLVED:** That £1,000 be awarded from the 2021-22 grants budget.

### **16.3 Haywood Village Academy Football Club**

#### **Grant applied for £1,000**

Under power: Local Government Act 1972 section 137

U12s Football team made up of 15 players looking for additional funding for new goals to move from 9 a side to 11 a side.

The Deputy Town Clerk advised that the grant was eligible to be awarded from the Youth Grants budget, however the dates for the Youth Council meetings had not been received.

The Chairman informed that there was a Youth Council meeting the following day but the grant application was not included on the agenda.

Debate ensued. A member queried the cost of the new goals as it was not indicated in the application.

It was suggested that the grant applied may include the additional kits required increasing from 9 to 11 a side and that they should be encouraged to approach Tim Lamb (Mc Donald's) for funding as he was known to support and grant youth sporting activities.

Members were in general agreement to award £500 from the Youth Grants budget.

**PROPOSED BY:** Councillor Sarah

**SECONDED BY:** Councillor Peter Fox

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

**RESOLVED:** To recommend that the Youth Council grants £500 from the Youth Grants budget.

### **16.4 Sporting Weston FC**

#### **Grant applied for £1,429.98**

Under power: Local Government Act 1972 section 137

Sporting Weston F.C sought funds to purchase dugouts/shelters to create an under 18s and female sides to join the league. Benefitting a total of around 100 residents.

The Chairman highlighted that the application exceeded the grant criteria limit.

Members queried why grants that exceeded the grant criteria limit were able to be discussed and that the maximum amount should be made very clear to applicants.

It was considered that this particular application had been very well explained, however it was noted that most voluntary organisations did not have the skill sets or resources to apply for funding.

To aid discussion, the Deputy Town Clerk informed that according to the grant criteria, grants would be considered at every other meeting of the committee. However due to the

pandemic and remote working and meetings, grants had been considered more frequently and therefore, suggested to review the grant criteria at the next meeting.

The Chairman offered to work with the finance team and the Vice Chairman before the next meeting on this.

The Deputy Town Clerk welcomed the support and agreed to present a document for review at the next committee meeting.

**RESOLVED:** To review the grant criteria and further consider this application at the next meeting.

**17 Community Resilience:**

The Deputy Town Clerk verbally reported that volunteers had been doing a good job getting out to support the community during the pandemic. In related areas:

- Marketing - The Communications Officer had been working on the Community Fridge Project and Anti-Racism group meetings.
- Grant support - The Development Officer had supported the applications for many community grants.
  
- A meeting had been arranged with Richard Blows of Culture Weston and member representation was needed.
  
- A first Anti-Racism group meeting had been held involving many diverse groups and headway was being made on how to get town council services out to all communities. Meetings would take place monthly on the last Tuesday of the month at 6pm.
  
- Administration - Volunteers were dwindling and the town council's support would be pulled from 17<sup>th</sup> May. Limited calls were now being received which were predominantly on the Social Services spectrum and were already on North Somerset Council's system. The team had worked very well and thanks and recognition were deserved for all involved.
  
- Venues for three Community Cafes were being sought in the areas of central, worle and South wards.
  
- A location for a Community Hub was also being sought and a feasibility study was being undertaken and applications for national funding. It was clarified that this was separate to the community cafes.

Debate ensued. Members welcomed the idea of a Community Hub which had been a desire for some years. The reduction in volunteers was a concern and was partly a result of people returning to work now that restrictions were being lifted. There needed to be some revitalisation and pooling of skill sets.

Members were informed to contact the Volunteer Coordinator or visit the town council's website where there was a page detailing how to become a volunteer.

	<p><b>RESOLVED:</b> That the verbal report be noted.</p>
<p><b>18</b></p>	<p><b>Street Art Festival 2021 Update:</b></p> <p>There was no report from Culture Weston and so the Deputy Town Clerk verbally reported that a panel consisting of three Councillors, Culture Weston and the Assistant Clerk – Public Services to choose the artwork had been selected and a meeting scheduled for the 28<sup>th</sup> May.</p> <p>A member reported that Upfest had announced that they were tagging onto the August Bank Holiday and were starting the painting this month.</p> <p>The Deputy Town Clerk had not heard anymore but would confirm any details as and when they arose.</p> <p><b>RESOLVED:</b> That the verbal report be noted.</p>
<p><b>19</b></p>	<p><b>Grove Park Monitoring</b></p> <p>This item was covered earlier in the meeting.</p>
	<p>There being no further business, the Chairman closed the meeting at 8.33 pm.</p> <p>Signed: ..... Dated: .....</p> <p><b>Chairman of the Community Services Committee</b></p>