



**WESTON-SUPER-MARE TOWN COUNCIL  
MINUTES OF THE AMENITIES, CULTURE AND LEISURE COMMITTEE  
HELD AT 32 WATERLOO STREET ON  
MONDAY 7<sup>th</sup> JULY 2025**

**Meeting Commenced:** 7. 00 pm

**Meeting Concluded:** 8.16 pm

**PRESENT:** Councillors Owen James (C) ,Peter Crew (VC), Roger Bailey, Jemma Coles (S) Annabelle Chard, John Crockford-Hawley, Owen James, Simon Harrison-Morse, Caroline Reynolds, Robert Skeen and John Standfield.

**ALSO, IN ATTENDANCE:** Sarah Pearse (CEO/Town Clerk), Fay Powell (Director of Community Services/Deputy Town Clerk), Rebecca Saunders (Civic Officer & PA to the CEO/Town Clerk), Luke Rovira, Natalie Donabound and Karen Barry (members of the public).

*A member of the public advised that they would like to take photos of the meeting which the CEO/Town Clerk advised members of.*

The CEO/Town Clerk invited Natalie Donabound and Karen Barry from Growing at Grove Park, to address the Committee

**Growing in Grove Park**

Natalie and Karen thanked the Committee for the opportunity to share the work the group had been undertaking in the park via a PowerPoint presentation. Topics covered included:

- The background and growth of the group from Friends of Grove Park to Growing in Grove Park.
- Positive impact green spaces had on wellbeing
- Managing antisocial behaviour in the park
- Aims & Objectives
- Funding
- Volunteer opportunities and sessions
- How WTC might work with the group in the future.

The CEO/Town Clerk thanked Karen and Natalie for a very informative presentation.

*7.12 pm Natalie Donabound and Karen Barry left the meeting.*

**68**

**Election of Chair**

The CEO/ Town Clerk invited nominations for the position of Chair.

	<p><b>PROPOSED BY:</b> Councillor Simon Harrison-Morse  <b>SECONDED BY:</b> Councillor Peter Crew</p> <p>A vote was taken and <b>carried</b>. Accordingly, it was:</p> <p><b>RESOLVED:</b> That Councillor Owen James be elected Chair of the Amenities, Culture and Leisure Committee for the year 2025-26.</p>
69	<p><b>Apologies for Absence and Notification of Substitutes</b></p> <p>Apologies for absence were received from Councillor Ray Armstrong substituted by Jemma Coles.</p>
70	<p><b>Declarations of Interest</b></p> <p>Councillor Bailey declared a personal interest in Item 7 as an Allotment holder.</p>
71	<p><b>Election of Vice Chair</b></p> <p>The Chair invited nominations for the position of Vice Chair.</p> <p><b>PROPOSED BY:</b> Councillor Roger Bailey  <b>SECONDED BY:</b> Councillor Simon Harrison-Morse</p> <p>A vote was taken and <b>carried</b>. Accordingly, it was:</p> <p><b>RESOLVED:</b> That Councillor Peter Crew be elected Vice Chair of the Amenities, Culture and Leisure Committee for the year 2025-26.</p>
72	<p><b>To agree the accuracy of the previous Amenities, Culture and Leisure Committee Minutes held on 12<sup>th</sup> May 2025</b></p> <p>The minutes of the Amenities Culture and Leisure Committee had been previously circulated.</p> <p><b>PROPOSED BY:</b> Councillor Peter Crew  <b>SECONDED BY:</b> Councillor Robert Skeen</p> <p>A vote was taken and <b>carried</b>. Accordingly.</p> <p><b>RESOLVED:</b> That the Minutes of the Amenities Culture and Leisure Committee be signed and approved.</p>
73	<p><b>Committee Forward Plan for the year 2025/26</b></p> <p>The CEO/Town Clerk advised that all committees had been supplied with a Plan disk to help focus and encourage forward thinking.</p> <p>Members were encouraged to suggest ideas they would like to see on future agendas.</p> <p>A discussion ensued regarding future agenda ideas and subjects raised as follows:</p> <ul style="list-style-type: none"> <li>➤ Tourism and data from the Visit Weston site at timely intervals</li> </ul>

	<ul style="list-style-type: none"> <li>➤ Annual events such as Christmas Lights</li> <li>➤ Recent and new events such as the Weston BID summer schedule</li> </ul> <p><b>RESOLVED:</b> To include Tourism and Events updates on an appropriate future agenda.</p>
74	<p><b><u>AMENITIES</u></b></p> <p><b>.1 To receive the Notes of the (DRAFT) Allotments Community Consultative Group held on 5th June 2025</b></p> <p>The notes of the meeting had been previously circulated.</p> <p>A typo on the date of Chair being elected was noted.</p> <p><b>PROPOSED BY:</b> Councillor Simon Harrison-Morse  <b>SECONDED BY:</b> Councillor Peter Crew</p> <p>A vote was taken and <b>carried</b>. Accordingly.</p> <p><b>RESOLVED:</b> That with the above amendment, the Notes of the Allotments Community Consultative Group held on 5th June 2025 be received.</p> <p><b>.2 To note the recommendation to the Finance and General Purposes Committee</b> (which had been previously circulated)</p> <p>Councillor Roger Bailey raised concerns around the eviction of non-residents from their allotments plots. Making points in the following areas:</p> <ul style="list-style-type: none"> <li>• He felt the decision was harsh and did not allow for an appeal process.</li> <li>• He reported that a lot of these tenants had acquired their plots many years ago and had concerns that the eviction process would negatively affect their mental health.</li> <li>• Another concern was that the decision would cause a lot of bad feeling.</li> </ul> <p>A member noted their disappointment that the matter had not been brought to this committee ahead of it being decided by the Finance and General Purposes Committee, which they understood had the delegated authority to action matters as per Terms of Reference (F &amp; GP no: 35).</p> <p><b>RESOLVED:</b> - That the recommendation to the Finance and General Purposes Committee be noted.</p> <p><b>7.3 To note the verbal report of the CEO /Town Clerk</b></p> <p>The CEO/Town Clerk advised that a recent meeting held 23.06.25 with the Allotment Club had been amicable and positive. There was understanding from the Chair and Vice Chair of the Allotment Club about the difficult decision that the council were having to make. It was further confirmed:</p> <ul style="list-style-type: none"> <li>• WSMTC had undertaken a lot of research, but no minute could be found that resolved that non-residents could be allotment holders.</li> </ul>

	<ul style="list-style-type: none"> <li>It was confirmed that the Allotment Club agreement issued by WSMTC had always stated that plots were for residents of Weston -super-Mare only, but this had not appeared to have been enforced by the Allotment Club.</li> <li>The Allotment Club advised they would consider writing back to the council for an extension of time which had not yet been received.</li> <li>WSMTC had already started working with the council on Website and booking systems alongside electronic waiting lists to support them further.</li> <li>They would also work to support the allotment Club to action the notice to non-resident plot holders.</li> </ul> <p><b>RESOLVED:</b> That the verbal report of the CEO/Town Clerk be noted.</p>
75	<p><b>Grove Park Toilets</b> To receive the verbal report from the CEO/Town Clerk and Director of Community Services/ Deputy Town Clerk</p> <p>The CEO/Town Clerk advised that a request for an update of the works programme on 17<sup>th</sup> June to North Somerset Council. No response had been provided to date. However, it had been verbally reported that the works would start very soon. No leases would be signed until more information had been received.</p> <p>The knock on effect of members of the public using local business facilities and defecating in the park itself in the absence of toilets in the park was noted.</p> <p><b>RESOLVED:</b> That the verbal report from the CEO/Town Clerk and Director of Community Services/ Deputy Town Clerk be noted.</p>
76	<p><b><u>CULTURE</u></b></p> <p><b>To approve the Notes of the Old Town Quarry, Start and Finish Group meetings held on the 15<sup>th</sup> April and (DRAFT) 27<sup>th</sup> May 2025</b></p> <p>The notes of the meetings had been previously circulated.</p> <ul style="list-style-type: none"> <li>It was reported that the completion date for grant funds to be spent was 10<sup>th</sup> July, but works would continue beyond this date.</li> <li>Following the total project overspend, there would be a very robust valuation process with the professional team.</li> </ul> <p><b>PROPOSED BY:</b> Councillor John Crockford-Hawley <b>SECONDED BY:</b> Councillor Annabel Chard</p> <p>A vote was taken and <b>carried</b>. Accordingly.</p> <p><b>RESOLVED:</b> - That the Notes of the Old Town Quarry, Start and Finish Group meetings held on the 15<sup>th</sup> April (DRAFT) and 27<sup>th</sup> May 2025 be approved.</p>
77	<p><b>To approve the Notes of the Heritage, Arts &amp; Culture Community Consultative Group held on the 27<sup>th</sup> February 2025</b></p> <p>The notes of the meeting had been previously circulated.</p>

	<p><b>PROPOSED BY:</b> Councillor John Crockford-Hawley  <b>SECONDED BY:</b> Councillor Caroline Reynolds</p> <p>A vote was taken and <b>carried</b>. Accordingly.</p> <p><b>RESOLVED:</b> - That the Notes of the Heritage, Arts &amp; Culture Community Consultative Group held on the 27<sup>th</sup> February 2025.</p>
78	<p><b><u>LEISURE</u></b></p> <p><b>Play Strategy</b></p> <p><b>78.1 To receive the results of the Play Strategy</b></p> <p>The results of the play strategy had been previously circulated.</p> <p><b>78.2 To note the recommendations of the Devolution Start and Finish Group Meeting held on the 18<sup>th</sup> June 2025 DRAFT Min extract</b></p> <p>Which had been previously circulated.</p> <p>The Director of Community Services/Deputy Town Clerk reported on findings that had been discussed at the Devolution Start and Finish Group. The consultant had carried out a very forward thinking, holistic assessment of each site considering location, park value and park use.</p> <ul style="list-style-type: none"> <li>• 17 sites had now been shortlisted to 8, with a view to reconsider the remaining sites at a later date.</li> <li>• A list of priority works had been produced to start consultation with schools and the local community at these sites to give a focus.</li> </ul> <p><b>PROPOSED BY:</b> Councillor Simon Harrison-Morse  <b>SECONDED BY:</b> Councillor Jemma Coles</p> <p>A vote was taken and <b>carried</b>. Accordingly.</p> <p><b>RESOLVED:</b></p> <ol style="list-style-type: none"> <li>1. To acknowledge the results and approve the implementation of the Play Strategy recommendations .</li> <li>2. To note the recommendations of the Devolution Start and Finish Group Meeting held on the 18<sup>th</sup> June 2025 DRAFT Min extract</li> <li>3. To approve the capital investment for the year 2025/2026 to the value of £200,000 (approved in revenue budget), allowing the necessary consultation and procurement (Design &amp; Build) process to commence over the course of the Financial year. As recommended and detailed in the Play Strategy the following Play areas should receive this investment: <ol style="list-style-type: none"> <li>1. Maltlands</li> <li>2. Coniston Green</li> </ol> </li> </ol>

There being no further business the Chair closed the meeting at 8.16 pm

Signed.....Dated .....

Chair of the Amenities, Culture and Leisure Committee



## **Amenities Culture & Leisure Committee 15<sup>th</sup> September 2025**

### **Budget Considerations for 2026-2027**

### **Report from the Director of Finance & Resources**

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#### **1. Purpose and Background of Report**

A review of the budget setting process was taken to the Finance & General Purposes on 18<sup>th</sup> August 2025 whereby it was recommended that during September and October each year that Committees and Sub Committees are to provide recommendations/considerations to budget areas in line with set strategic aims of the council only (having regard for the councils Medium Term Financial Plan). (Available on the councils website)

The Grounds, Museum and Communications & Visitor Experience Managers were requested to undertake an initial first draft review of their service areas and identify income and expenditure that needed consideration against the budgets that were set in 2025/2026.

#### **2. Options for Council**

To review the budget reports for considerations identified by managers in appendix (a), (b) and (c) attached to this report.

Options :

- would be to not consider or recommend any items identified in the attached reports noting that this could affect the ability to run or improve service provisions and current operating models.
- to consider items identified in the attached reports and advise of other items discussed by the committee to be taken into account in the budget setting process.

#### **3. Reason for Recommendation**

The items within the attached reports have been identified by the managers to aid their teams in the delivery of the Town Council's strategic plan and to move forward

#### **4. Expected Benefits**

Continuation of service delivery

#### **5. Implications**

N/A

##### **5.1. Legal**

N/A

##### **5.2. Risks**

N/A



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### **5.3. Financial Implications**

If considerations are not discussed and reviewed costs and income could be overseen which will impact the delivery of services of the Town Council and an incorrect precept value submitted to North Somerset Council.

### **5.4. Timescales**

For inclusion in the 2026/2027 draft budget recommendation to Finance & General Purposes Committee on 13<sup>th</sup> October 2025

### **5.5. Stakeholders**

N/A

### **5.6. Contractors**

N/A

### **5.7. Crime & Disorder (councils have a legal duty to consider impact)**

N/A

### **5.8. Biodiversity (councils have a legal duty to consider impact)**

N/A

### **5.9. Privacy Impact (consider Privacy Impact assessment)**

N/A

### **5.10. Equality & Diversity (councils have a legal duty to consider impact)**

N/A

## **6. Appendices**

- (a) Report from the Grounds Manager
- (b) Report from the Museum Manager
- (c) Report from the Communications & Visitor Experience Manager

## **7. Members are recommended to:**

Approve all of the costs and income identified within the managers' reports for inclusion in the draft budget for 2026/2027

### **Helen Morton**

Director of Finance & Resources

Drafted 5<sup>th</sup> September 2025



## Appendix 1 - Grounds Manager budget considerations

Budget	Cost Centre	Budget code	Existing 2025-26	Proposed 2026-27	Increase of for 2026-27
PPE/Health & Safety	400	4014	£ 4,000	£ 6,500	£ 2,500
Vehicle Maintenance	400	4025	£ 4,197	*	*
Petrol/Diesel	400	4026	£ 15,000	£ 15,000	no change
Equipment Purchase	400	4030	£ 10,000	£ 14,000	£ 4,000
Equipment Repairs	400	4034	£ 2,563	£ 4,200	£ 1,637
Tree Allowance	112	4076	£ 10,000	£ 15,000	£ 5,000

Equipment rental	400	4031	£ 41,354	£ 45,432	£ 4,078
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Reason for increase
<p><b>£477</b> per year per person for PPE x 10 staff. (not including Grounds Manager at this time) <b>£200</b></p> <p>Disposable gloves for bin collections (based on 2025-26 predicted year end spend). <b>£200</b></p> <p>First Aid supplies (based on 2025-26 predicted year end spend) <b>£1,300</b></p> <p>Miscellaneous H&amp;S throughout the year to include cleaning supplies/sanitiser, signage, graffiti removal fire safety/spill packs if needed etc.</p>
* Dependant on if vehicles can be renewed in 2026-27
<p>The £10,000 for 25/26 will be fully spent based on the day to day with the grounds team. The current condition of some of the grounds equipment has been due to neglect with no in house maintenance programme put in place this has resulted in the need to purchase new/ replacement equipment to be enable the grounds team to perform their duties efficiently and reduce the amount of down time from equipment failure. To replace old equipment;</p> <p><b>£2100</b> for 3 x new strimmers</p> <p><b>£618</b> for 2 x new blowers (£309.00 each)</p> <p><b>£480</b> to replace power unit for hedge cutting kombi tool to enable full use of already owned attachments.</p> <p><b>£215</b> for 2x makita drills (£107.99 each)</p> <p><b>£300</b> for 1x general workhorse truck for safe movement of heavy loads up 450kg</p> <p><b>£300</b> Husqvarna fleet tracker system to monitor engine use and HAV of strimmers and mowers, service scheduling etc. (ideal for easier equipment monitoring and maintenance to...not essential)</p>
<p>To add to existing budget regular full services for petrol equipment; £90 per service per hand mower twice a year = <b>£720</b> (4 mowers)</p> <p>£60 per service per strimmer twice a year = <b>£840</b> (7 strimmers if 3 new listed above are approved for purchase)</p>
<p>To add to existing budget the a <u>one off cost of £5,000</u> to prune and reduce the Yew trees at Milton Road Cemetery to bring them back in hand for the grounds team to maintain going forward - see 3 quotes from tree surgeons have been received</p>

To include new lease for Ransomme Mower **£7958** per annum  
Vehicle leases up for renewal:  
WJ72XSW - Pending information from finance company for -  
contract ends Dec 2025. current cost **£5442** per annum  
LX25XOR - **£7656** per annum  
WJ21YYG - Replacement vehicle initial payment **£4760** then **£7620**  
per annum (36months)  
WO17HHCPending prices for possible replacement of £ **3,000** initial  
payment then **£7700** per annum  
Quartix vehicle tracking system x 5 vehicles **£1296** per annum  
(already in place 25/26) In revisiting the grounds fleet it has been  
identified that the current vehicles do not meet the requirements of  
the grounds team in the tasks they currently perform.



## **Amenities Culture and Leisure Committee Monday 15 September 2025**

### **Budget Briefing note 2026 / 2027 for Weston Museum**

### **Report from the Weston Museum Services Manager (Acting)**

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#### **1. Purpose and Background of Report**

Following a review of the budget setting process taken to Finance and General Purposes, it was recommended that during September and October each year that Committees and Sub-Committees are to provide recommendations / considerations to budget areas in line with set strategic aims of the Council.

The Museum has undertaken an initial first draft review of their service areas, and identify income and expenditure that needed consideration against the budgets that were set in 2025 / 2026.

##### **1.1 Museum Central**

Any income targets for this nominal to remain the same.

The blue boards towards the Rear Courtyard need replacing as they have become damaged and are worn and bent. If they become more damaged, they will begin to fall apart. The cost to replace all 12 panels in full is £750. This would need to be included in the budget as an additional spend, on top of the existing equipment purchase budget.

##### **1.2 Museum Learning and Events**

In order to define the income and expenditure for both learning and events more transparently, we feel the best decision is splitting up some of the expenditure codes, and refining the definitions of the income codes.

To be able to do so, we're recommending creating a new expenditure code to allow us to continue to offer free events such as History Week, Punch and Judy, and Dino Day. These are key to engaging with lower-income families of Weston and the surrounding area, as without these free events and without this budget, every event



at the Museum will need to come with a charge which will exclude a demographic we currently have visiting the Museum quite frequently. In the Appendices is a breakdown of spends on free events this year. We would like to request £2,500 to be able to continue to offer this.

This expenditure will be offset against income made from ticketed events that take place during History Week and Dino Day.

To allow for us to continue offering outreach to our Home Educators, Rusty Club and our Heritage Craft Workshops, we would like to retain £500 in the current 141 / 4030 expenditure code to allow the offer to remain the same. In the Appendices is a breakdown of spends on these outreaches and Heritage Craft Workshops this year.

### **1.3 Museum Café and Catering**

Any income targets for this nominal (142) is to remain the same. The large fridge in the café is coming to the end of its life, so we are expecting to need to replace that in 2026 / 2027. Firm prices are being worked out, however current pricing from our supplier plus disposal will be approximately £2,300 in addition to the usual equipment that needs purchasing to continue the offer.

### **1.4 Museum Retail**

Due to the fantastic year that the shop has had so far, we feel the best decision would be to increase the income target for Sale or Return Commission from it's current budget of £7,313 to £13,000. Following recent trends in the shop, we would also like to decrease the income target for Shop Sales from £12,539 to £10,000. The only funds currently going into the Shop Sales income target is firm purchase products, which is a much smaller department in the shop than sale or return.

Following the Museums purchase of new tills in 2024 / 2025 financial year, we are also requesting the shop equipment purchase budget be reduced to £500.

### **1.5 Museum Functions & Events**

The income target for Events Income (1103) is to remain the same. The income target for Function Income (1104) to increase from £23,500 to £27,000 due to money



made so far this year. As we still get internal bookings from other departments (1019), requesting this income target to remain the same.

A few of the tables are falling into a state of disrepair, and when broken will be unable to be repaired. With this in mind, we are requesting that the equipment purchase (4030) to be £3,000 to allow us to continue to provide the same offer. Function Expenditure (4420) to remain the same.

All room hire charges to remain the same. In the Appendices is a breakdown of charges for 2025 / 2026 and 2026 / 2027.

## **2. Options for Council**

To review the budget report for consideration.

## **3. Reason for Recommendation**

The items in this report have been identify to aid the team in the delivery of the Town Council's strategic plan and to move forward.

## **4. Expected Benefits**

Continuation of service delivery.

## **5. Implications**

N / A

### **5.1. Legal**

N / A

### **5.2. Risks**

N / A

### **5.3. Financial Implications**

If considerations are not discussed and reviewed, costs and income could be overseen which will impact the delivery of services from the Museum.

### **5.4. Timescales**

For inclusion in the 2026 / 2027 draft budget recommendation to Finance & General Purposes Committee on 13 October 2025



## 5.5. Stakeholders

N / A

## 5.6. Contractors

N / A

## 5.7. Crime & Disorder (councils have a legal duty to consider impact)

N / A

## 5.8. Biodiversity (councils have a legal duty to consider impact)

N / A

## 5.9. Privacy Impact (consider Privacy Impact assessment)

N / A

## 5.10. Equality & Diversity (councils have a legal duty to consider impact)

N / A

## 6. Appendices

a) Current and estimated 2025 / 2026 spends for free events in the Museum

Supplier	Date and Nature of Event	Cost
Raptors World	30.10.2025 Dino Day	£900.00
Ermine Street Guard	Romans for History Week 2026 (Feb)	£400.00
Wyoming Authentic Western Society	Cowboys for History Week 2026 (Feb)	£90.00
Peek a Boos Face Painting	Pirate Face Painting for History Week 2026 (Feb)	£180.00
Draca Beordor	Vikings for History Week 2026 (Feb)	£100.00
Somerset Light Infantry	World War 1 Weekend 2025 (Nov)	£100.00
Phoebe Richards	World War 1 Weekend 2025 (Nov)	£150.00
Paul Wheeler	Easter Puppet Shows	£200.00





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Paul Wheeler	Grinch Shows (Dec)	£250.00
Paul Wheeler	Punch and Judy Shows	£300.00

- b) Current and estimated 2025 / 2026 spends for outreach informal learning, and Heritage Craft Workshops

Location	Price
St. Andrews Church (Rusty Club)	£30.00
Avalon Archaeology	£150.00
Heritage Crafts (July)	£60.00

- c) Current 2025 / 2026 room hire charges for the Museum and 2026 / 2027 requests.

Hire Space	2025 / 2026 Pricing	2026 / 2027 Pricing
Learning Space (daytime)	£30.00	£30.00
Learning Space (evening)	£35.00	£35.00
Function Suite (daytime)	£25.00	£25.00
Function Suite (evening)	£30.00	£30.00
Courtyard (evening only)	POA	POA
Courtyard Exhibition Hire (7 days)	POA	Requesting to be removed as a week is not long enough for an exhibition, prefer to be able to offer longer
Courtyard Exhibition Hire (14 days)	POA	POA
Learning Space Exhibition Hire (7 days)	£600.00	Requesting to be removed, the Learning Space is too busy to be taken out of service for 1 week.
Function Suite Exhibition Hire (7 days)	POA	Requesting to be removed, the Function Suite is too busy to be taken out of service for 1 week.
Wedding Packages	POA	POA



**7. Members are recommended to:**

Consider all of the costs and income identified in the report for inclusion in the draft budget for 2026 / 2027.

**Sophie Roberts**

Weston Museum Services Manager (Acting)

Drafted Saturday 6 September 2025

## Amenities, Culture & Leisure Committee.

Monday 15<sup>th</sup> September 2025

Appendix by Warren Parker-Mills (Communications & Visitor Experience Manager.

\*Notes to the Agenda.

### 4. Budget Considerations 2026/2027.

In addition to the costs associated with the new Visit Weston website, I have outlined several other projects for potential consideration within the 2026/2027 budget.

If the council supports our recommendation to pursue a more cost-effective solution for the next iteration of the Visit Weston web presence such as developing a Shopify site managed in-house. This approach could free up resources and enable greater investment in other areas across the department with the potential for significantly higher returns on investment.

#### - Augmented Interactive Map.

The map creative is already complete; however, due to budget constraints, we were unable to implement the Augmented Reality (AR) component and instead moved forward this year with a printed version featuring QR codes. These QR codes direct users to relevant websites and our monthly prize draw. Despite the limitations, this approach has successfully increased our follower base, strengthened relationships with participating partners, and grown our email database.

Next year, we would like to build on the map that we already have produced by using immersive technology to tell Weston-super-Mare's story in a bold, engaging way. Imagine visitors exploring the town through interactive, location-based narratives that guide their journey and bring local heritage to life. As part of this vision, we'll expand wayfinding features and invite local partners to be part of the initiative through sponsorship opportunities on the back of the map.

Components:

ANIMATE MAP ELEMENTS

8th WALL SETUP / QR CODE / MANAGEMENT

LIVING PHOTO (Augmented Reality – asset build) OF THE MAP COVER

LIVING PHOTOS (Augmented Reality - ) OF THE SIX MAIN DESTINATIONS

AR EXPERIENCE AT EACH LOCATION around the town.

INTERACTIVE MAP

Approximated costings - £26,000 (inclusive of 3D modelling, asset ownership and hosting at scale) all experiences are accessible both locally or remotely.

- Retail Presence

To develop and promote 32, Waterloo Street and the VIC at the Waterpark into a more appealing retail environment, specifically with the integration of e-commerce functionality through the existing Silica microsite (potentially offering a ‘click and collect’).

Approximated costings - £1,700.

- Town Guide

To produce a physical tour guide (booklet form), which could also help us engage much deeper with our local community and our visitor economy. This could also provide us with an opportunity for to part fund this initiative through interested partners/collaborators.

Costings – TBC (£5,000) before advertising return.

- Town Crier

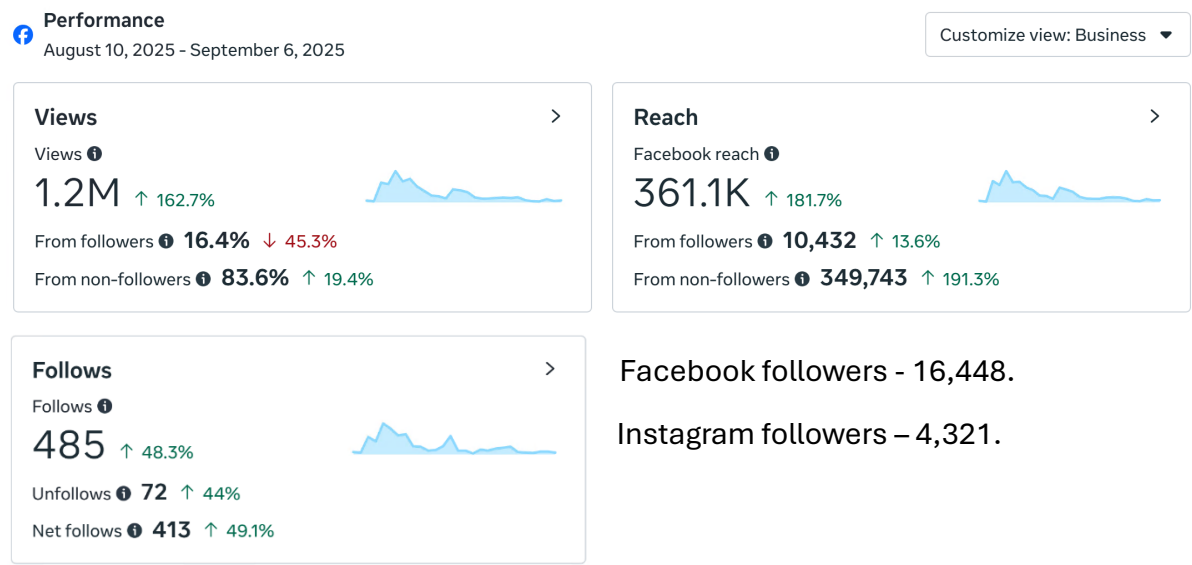
Reinstating this role could greatly benefit both visitors and locals by creating more meaningful engagement. Whether the position falls under the responsibility of Visit Weston or Civic Services, selecting the right individual could make a real impact to the town especially in terms of sharing valuable information, upholding tradition (with a new twist, of delivery) and enhancing communication.

Costings – TBC.

9. Tourism & Events update.

Here’s a few of the initiatives that we have pulled together as part of the Visit Weston Team

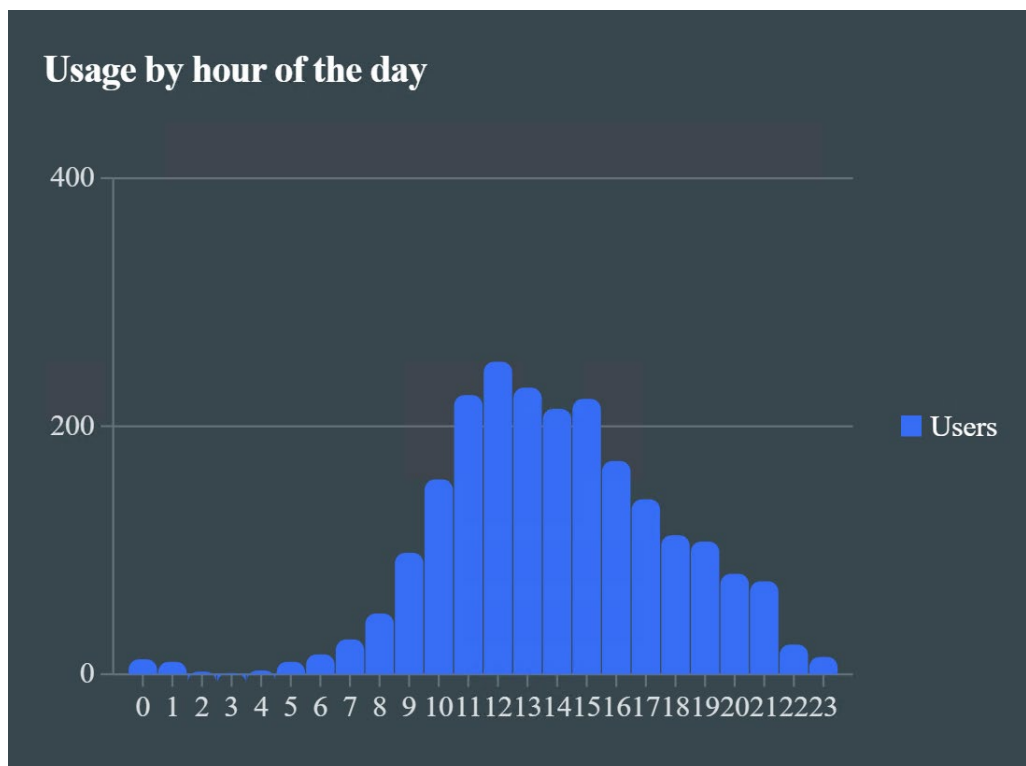
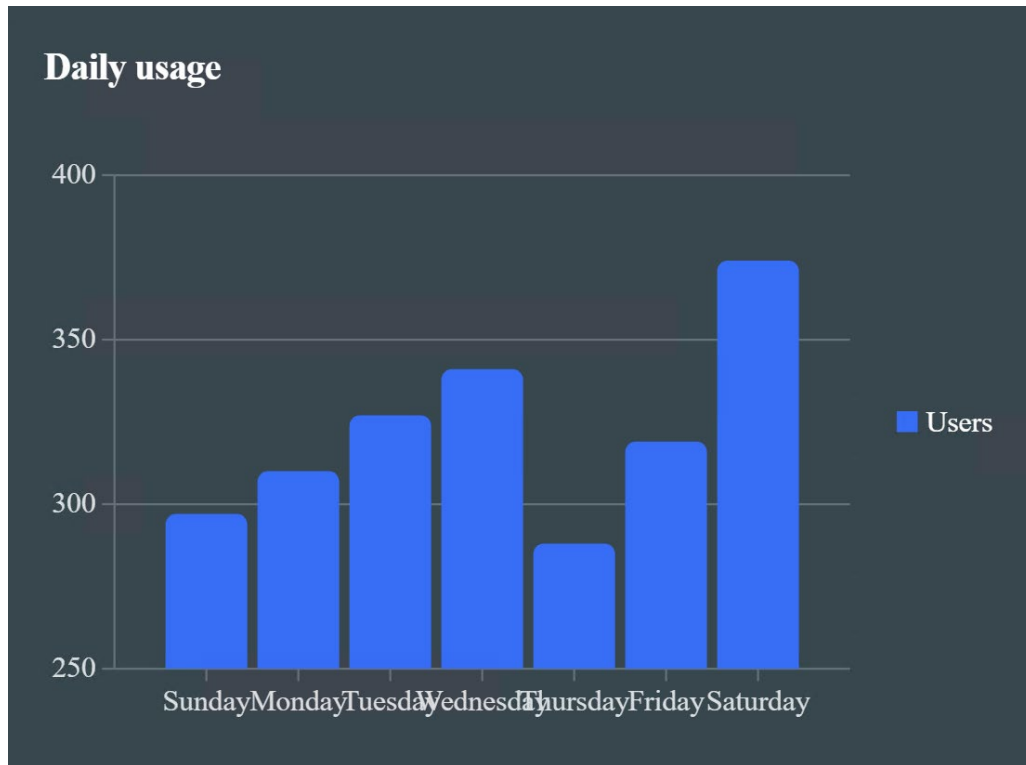
- Visit Weston Stats

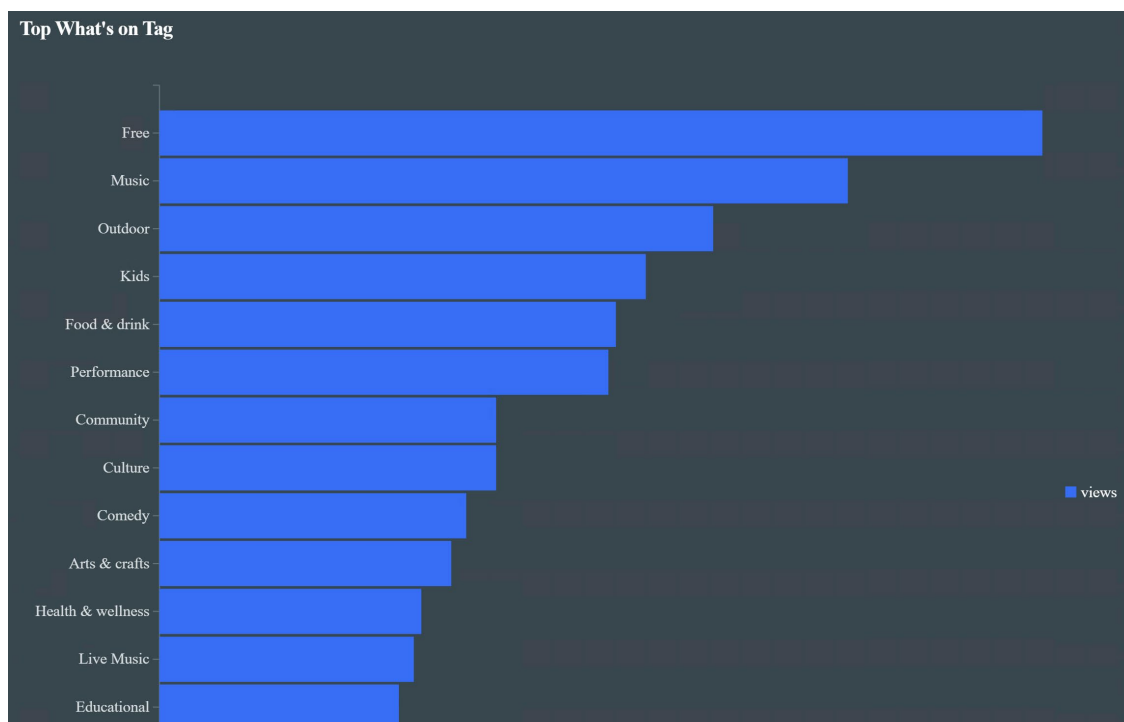


- Silica Stats

Since launch here's the frequency and usage levels of the Interactive Touch Screen.

- 2,256 sessions
- 13,362 screen touches (average of 5 touches per session).





- “Air Like Wine” Walking Tour! (cost £171.20).

We recently ran a five-week trial of walking tours around the town, led by the brilliant Tony Pass - one of our fantastic Weston Welcomers. Departing from the Tropicana every Saturday throughout August, the FREE tours received great feedback and have hopefully paved the way for more engagement of this type in 2026 and beyond.



Tony will also be joining me on 21st September for a special ‘mini’ tour as we welcome and engage with 30 visiting tour operators from around the UK. They’ll be spending the weekend in Weston-super-Mare with the aim of including more trips to the town in their 2026 itineraries.

Week 1 – 12 attendees.

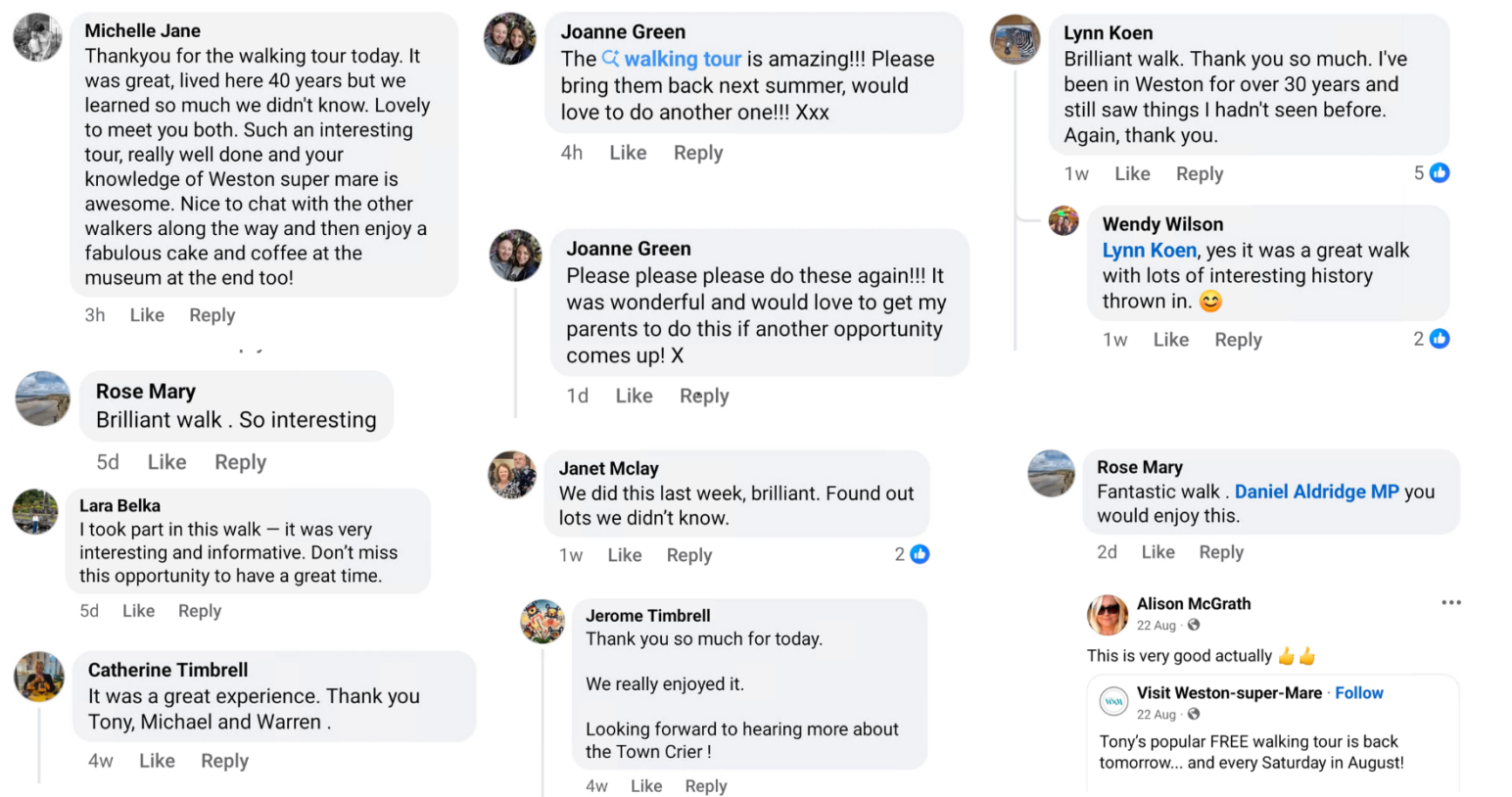
Week 2 – 17 attendees.

Week 3 – 22 attendees.

Week 4 – 45 attendees.

Week 5 – 40 attendees.

Total of 136 member of the public attended.



## - Seagull Boy & our first ever 'Seagull Screeching Contest 2025' (cost £321)

The event was originally scheduled to take place at the Italian Gardens; however, due to poor weather conditions, we relocated to Stacks Café within the Sovereign Centre.

The competition featured two heats: Under 12s and Over 12s. Winners received a selection of fantastic prizes, including original artwork by a local artist, Seagull based games, tickets to the Grand Pier, and match tickets to Weston-super-Mare Football Club.

Our judging panel included Cooper Wallace (2x European Champion), Cllr. Martin Williams (Mayor of Weston-super-Mare), and Ed Bliss (Chairman of Weston-super-Mare Football Club).





Around 90 spectators attended the event, the team at Stacks Café were thrilled with the outcome and are enthusiastic about supporting future events.

Our PR coverage included:

Daily Mail

Daily Star

Derbyshire Times

BBC News

BBC Newsround

Greatest Hits Radio

Somerset Live

Yahoo News

Weston Mercury (2 issues)

Bristol Live

BBC News

MSN News

The Free Library

BBC Breakfast TV – link expired.

Five Live

Radio 1 News Round-up.

BBC Radio Bristol (2 features – Dave & Warren LIVE).

BBC Radio Somerset (1 feature – Warren LIVE).

We are still receiving outreach from PR and Media channels. Our hope is that we can make our Seagull Screeching Championship an annual event hosted in Weston-super-Mare and encourage other Seaside resorts to get involved and create their own regional heats.





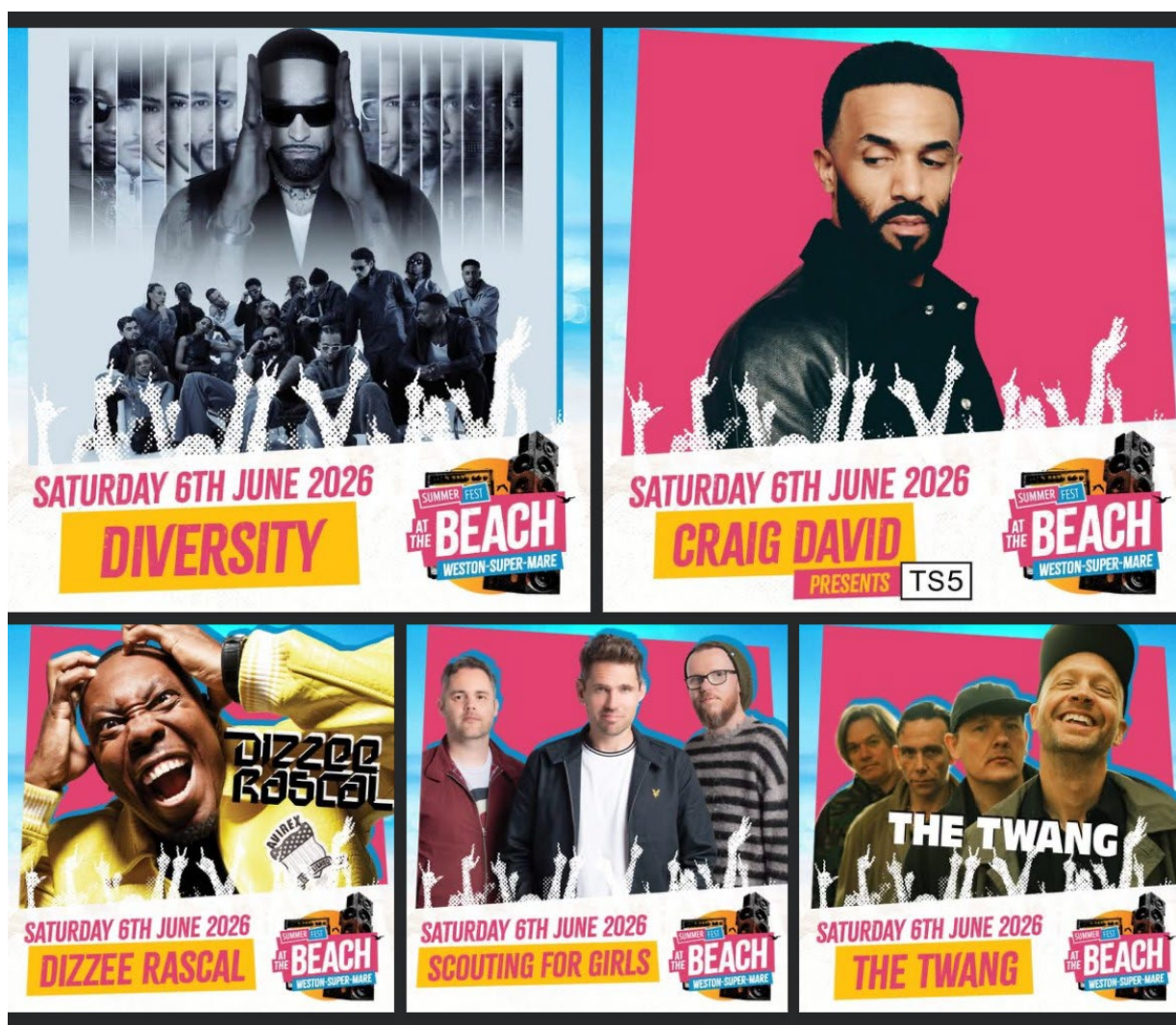
- Summerfest At The Beach.

We had an initial meeting with the festival organisers in May this year, collaborating closely with colleagues at North Somerset Council to explore the exciting opportunity of bringing Ian and Mark's successful Midlands-based event to the South West.

Summerfest At The Beach has already generated strong interest, with over 50,000 users registered for ticket updates and event information. Backed by several high-profile sponsors, the festival is expected to draw a crowd of around 35,000 attendees to the beach on Saturday night alone.

While two major headline acts are yet to be announced, due to pending UK tour date releases.. Ian & Mar have already confirmed a strong lineup including Craig David, Diversity, The Twang, and Scouting For Girls.

This promises to be a landmark event for the town, with a welcomed uplift for our retail and hospitality businesses.







**WESTON-SUPER-MARE TOWN COUNCIL  
NOTES OF THE OLD TOWN QUARRY  
START AND FINISH GROUP  
HELD AT 32 WATERLOO STREET ON  
TUESDAY 15<sup>TH</sup> APRIL 2025**

**Meeting Commenced:** 1.02 pm

**Meeting Concluded:** 2.08 pm

**PRESENT:** Councillors Annabelle Chard, Mark Canniford, Catherine Gibbons, Robert Payne, John Standfield and Peter Crew.

**ALSO, IN ATTENDANCE:** Sarah Pearse (CEO/Town Clerk), Sarah Jackson (Project Manager), Molly Matthews (Senior Development Officer) and Jenna Berry (Community Wellbeing Development officer).

<b>1.</b>	<p><b>Apologies for Absence and Notification of Substitutes</b></p> <p>Apologies for absence were received from Councillor Gillian Bute substituted by Peter Crew.</p>
<b>2.</b>	<p><b>Declaration of Interest</b></p> <p>There were no declarations of interest were received.</p>
<b>3.</b>	<p><b>To agree accuracy of the notes of the previous meeting held 25th February 2024</b></p> <p><b>PROPOSED BY:</b> Councillor John Standfield  <b>SECONDED BY:</b> Councillor Robert Payne</p> <p><b>RESOLVED:</b> That the minutes be approved</p>
<b>4.</b>	<p><b>Build Contract updates</b></p> <p><b>4.1 Project progress update</b></p> <p>The Senior Development Officer advised the group that a site visit had taken place which was reported back to the Finance and General Purposes Committee on the 14<sup>th</sup> April. It was confirmed that the roof on the main building was now complete and electrical and planning managers had been on site to resolve some snagging issues. There was no further delay to the previously reported programme issued at the</p>

	<p>January meeting with the project due to complete on 11<sup>th</sup> July.</p> <p>Officers had been exploring cheaper alternatives and reusing items on site rather than purchasing new ones to get best value for money.</p> <p>It was requested that the Senior Development Officer bring some progress photos to the next meeting to share with members.</p> <p><b>RESOLVED:</b> That the verbal report of the Project Manager be noted.</p>
	<p><b>4.2 Project budget update</b></p> <p>The budget valuation update report had been taken to the Finance and General Purposes Committee on the 14<sup>th</sup> April and had been previously circulated.</p> <p>It was reported that there was currently a predicted £116,000 overspend which had been reported to the Finance and General Purposes Committee.</p> <p>A discussion ensued regarding:</p> <ul style="list-style-type: none"> <li>• Projected costs versus the final actual costs</li> <li>• Increasing Material costs and how this could be managed</li> <li>• Professional fees and over engineering</li> <li>• Capital costs</li> </ul> <p>The Town Clerk and Senior Development Officer had started to explore new revenue grants options.</p> <p><b>RESOLVED:</b> To note the report of the Senior Development Officer.</p> <p><b>4.3 Planning update</b></p> <p>Officers had struggled to contact the relevant North Somerset Planning Officers to discuss some planning issues around the cabin area and to discharge the planning condition.</p> <p><b>RESOLVED:</b> To send planning information to Councillor Mark Canniford to pass on to the relevant North Somerset Officer.</p>
	<p><b>Other project considerations</b></p> <p><b>5.1 Future Occupation &amp; Licenses</b></p> <p>5.1.1</p> <p>It was reported that the solicitor was due to visit after Easter to go through the license and it was hoped this would be completed and signed off by the end of April 2025.</p> <p>There was now an oversubscription on enquires regarding renting space, cost of renting spaces would depend on square meter and location of each unit.</p> <p><b>RESOLVED:</b> To note the verbal report.</p>

	<p>5.1.2. A draft studio management strategy had been previously circulated and members were encouraged to feedback on this by the end of April to be considered for the final document.</p> <p><b>RESOLVED:</b> To note the draft document.</p> <p>5.1.3. Outside Studios/Purchase of cabins</p> <p>As an outcome from Quarry Conversations sessions – an Education and Learning space cabin would be ordered for the Old Town Quarry site to provide a covered learning space and bookable by numerous community groups.</p> <p>An additional cabin would be ordered using funding received via Bath Spa University as part of the West of England Combined Authority (WECA) Arts Membership programme to work with a local community arts group, Weston Artspace. The funding received was to purchase a cabin that would belong to the Town Council but would be rented to Artspace on a license for up to 5 years, with a 3-year break clause. The cabins would be supplied by Dunster House who currently had a sale price for the cabins which they had agreed to honor once the Town Council were in a position to purchase. Placing an order for both cabins was contingent on the planning condition discharge.</p> <p>An application would be submitted to the National Lottery to apply for revenue funding to support the learning space.</p> <p><b>RESOLVED:</b> That the report be noted.</p>
6.	<p><b>Community Project Updates:</b> <b>6.1 General Project Update</b></p> <p>The Project Manager informed that the project was in the final 6 months and COF Grant funds needed to be spent by 30<sup>th</sup> June 2025 and work package requirements had been identified as listed below:</p> <ul style="list-style-type: none"> <li>• Project 1, Project management – Project monitoring and evaluation report to be submitted to the COF Grants team by 25<sup>th</sup> April 2025.</li> <li>• Project 2, Professional services – update via Hong Lau</li> <li>• Project 3, Site infrastructure - update via Hong Lau and build contractors via regular site progress visits</li> <li>• Project 4, Community infrastructure – ongoing community engagement and community development activities, following on from recent Quarry Conversations</li> <li>• Project 5, Main building - 11 confirmed EOI's for studio space. Interest across all 8 studios.</li> </ul> <p><i>Councillor Annabelle Chard joined the meeting at 1.35 pm</i></p> <ul style="list-style-type: none"> <li>• Project 6, Grounds – ongoing discussions about the Grounds team's move to the Barn Workshop building at the Quarry</li> <li>• Project 7, Signage and boards – Developing a proposal with South West Heritage Trust</li> </ul>

	<ul style="list-style-type: none"> <li>• Project 8, Education and learning – See earlier comments about a learning space on-site</li> </ul> <p>It was noted that one studio would be kept as an ‘incubator’/ development studio with a license for a maximum of 6 months to ensure turnover and change of artists using the Quarry studio spaces. This could be used for learning and development, which linked to the arts space and also the new learning space.</p> <p>The long-term ambition would be to have more studios across the site but overengineering needed to be avoided.</p> <p>There had also been general interest from local groups. For example, a local scout group have enquired about a space to hold their equipment etc.</p> <p>Café space, expression of interest was now closed with no tenders received, so the process would be repeated again.</p> <p>As part of the lease transfer from North Somerset Council, previous occupants would be offered first refusal of studios. It was noted one of the previous occupants would be open to other artists using studios for shorter periods of time to ensure a change of artists and a mix of use.</p> <p>A discussion ensued around the Shop space in the main building with the following ideas being raised:</p> <ul style="list-style-type: none"> <li>• Artists selling their work there via a ‘rent a shelf’ type scheme.</li> <li>• The Town Council could run the shop with staff via the Museum model.</li> </ul> <p>The need for a site management and maintenance plan had been identified as key to making it a deliverable project.</p> <p>A plan was due to be received from the South West Heritage Trust (SWHT) regarding information signage and how information would be interpreted and displayed at the Quarry site.</p> <p>6.1.1.</p> <p>Councillor Robert Payne reported he had attended a site visit on 2<sup>nd</sup> April 2025 and although there looked like there was still a lot of work to be completed, the standard of work so far looked good.</p> <p><b>RESOLVED:</b> That the report be noted.</p>
	<p><i>To resolve under the Public Bodies (Admissions of Meeting) Act 1960 to exclude the public and press for the following item by reasons of the confidential nature of the business.</i></p>
	<p><b>6.2 Community engagement Update</b></p> <p>The Project Manager reported that the next set of occupant meetings and Quarry conversations were ongoing and continued to be well received.</p>

	<p>The mailing group had continued to grow and a Community development activity was being explored as the project moved towards the opening.</p> <p>6.2.1 Statement of Work – from community partner</p> <p>Art Space had been commissioned to carry out the work in Weston super Mare via WECA Arts Membership funding. It was being administered by Bath Spa University and was also linked into North Somerset Council who would be providing feedback via the Economy team.</p> <p>Artspace needed a specific “messy” arts space to run a membership programme, as they had artists using different media and people needed to be able to drop in and work on their art when they were available. Therefore, the space needed to be open and staffed (by Artspace members and volunteers) for extended hours.</p> <p>WECA had agreed that the funding awarded to the Town Council would provide Artspace with a long-term space at the Quarry i.e. a cabin.</p> <p>In order to release the first tranche of funding the planning condition for the cabins would need to be discharged and the license signed.</p> <p>The cabin would be owned by the Town Council, purchased with £25,000 of WECA funding.</p> <p>Options with regard to the legal criteria needed for Artspace occupation, in order to secure grant funding was discussed, acknowledging the need for an initial medium-term lease, minimum term of 3 years. It would then continue on a 1 month rolling lease. Costs for occupation would be on the same apportioned basis (on square metre basis)</p> <p><b>RESOLVED by:</b> Councillor Mark Canniford  <b>SECONDED BY:</b> Councillor Robert Payne</p> <p><b>RESOLVED:</b> That the CEO/Town Clerk with the councils appointed solicitor to produce the relevant (sub-lease) for a period of 3 years, with options to extend(+1, +1), following this move to a monthly rolling period in order to secure access to WECCA grant funding for the development of the outside studio space.</p>
7.	<p><b>Future Agenda Items</b></p> <ul style="list-style-type: none"> <li>• Transport links to site to encourage visitors</li> <li>• Key milestones updates</li> <li>• Biodiversity discussion</li> </ul>
8.	<p><b>Future Meeting date – confirmation of times and locations</b></p> <ul style="list-style-type: none"> <li>• Tuesday 27<sup>th</sup> May 2025</li> <li>• Tuesday 8<sup>th</sup> July 2025</li> <li>• Tuesday 19<sup>th</sup> August 2025</li> <li>• Tuesday 30<sup>th</sup> September 2025</li> </ul>

	<p>There being no further business the Chair closed the meeting at 2.08 pm</p> <p>Signed.....Dated .....</p> <p>Chair of the Old Town Quarry Start and Finish Group</p>
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**WESTON-SUPER-MARE TOWN COUNCIL  
NOTES OF THE OLD TOWN QUARRY  
START AND FINISH GROUP  
HELD AT 32 WATERLOO STREET  
TUESDAY 19<sup>TH</sup> AUGUST 2025**

**Meeting Commenced:** 1.02 pm

**Meeting Concluded:** 4.46 pm

**PRESENT:** Councillors Gillian Bute(C), Annabelle Chard, Robert Payne and John Standfield (VC).

**ALSO, IN ATTENDANCE:** Sarah Pearse (CEO/Town Clerk), Matthew Hardy (Community Operations and Resources Manager), Alison Gardner(Democratic Officer) and Rebecca Saunders (Civic Officer & PA to The CEO/Town Clerk & Committee Officer) .

1.	<p><b>Apologies for Absence and Notification of Substitutes</b></p> <p>Apologies for absence were received from Councillor Catherine Gibbons with no substitution.</p>
2.	<p><b>Declaration of Interest</b></p> <p>There were no declarations of interest received.</p>
3.	<p><b>To agree accuracy of the notes of the previous meeting held 27th May 2025</b></p> <p><b>PROPOSED BY:</b> Councillor John Standfield <b>SECONDED BY:</b> Councillor Annabel Chard</p> <p><b>RESOLVED:</b> That the notes be approved</p>
4.	<p><b>5. Build Contract updates:</b></p> <p><b>4.1 Project progress update</b> To receive the verbal update of the Town Clerk/CEO</p> <p>The CEO/Town Clerk advised that practical completed of contracted works had taken place and snagging was being undertaken therefore site had not yet been fully handed back to The Council. There was still a lot of work to be completed before opening could</p>

happen especially with refurbishment works to the Café, once the design drawing had been received from the concessionaire for the council to approve (as is required). However, it was hoped these works should be able to happen quickly to keep to the planned end of September date with regard to the site opening back to Artists (to allow them to settle in before a formal soft and official opening which would need the café to be ready to do).

The Site was currently being cleared with the assistance of the grounds team in line with the LEMP (Landscape, Environment Management plan). Steve Clerk was overseeing the biodiversity commitment and environmental requirements within this plan as the councils approved contractor.

Car parking marking up had started (by council officers) and was due to go out to contractors to be completed due to the specialist nature of this works. Outside landscaping was underway, and final orders were in for items such as the flooring in the cabins and health and safety/ compliance related items.

The Civic Society had donated monies to restore weighbridge hut and this was nearing completion with windows on order.

A request from Simon Taylor a local potter had been received to reinstall an outdoor kiln back in quarry, this is a rare dome shaped kiln with only 2 known in the country which would only be fired up approx. twice a year for 24/48 hours, Space required was envisaged as 10m by 10m and would see a small annual fee for this additional use of space. The rates charged for Artist studios could be used to negotiate this rate.

**PROPOSED BY:** Councillor Gillian Bute

**SECONDED BY:** Councillor Robert Payne

**RESOLVED:** Subject to health and safety allow kiln to be reinstalled in the top area of the quarry (not open to the public) utilising the area of the now demolished store where the blacksmith used to house tools.

#### **4.2. Project budget update**

To receive the verbal update of the Town Clerk/CEO

COF fund evaluation had been submitted and the development team were finalizing the final draw down of funds following additional requirements advised by the COF in terms of procedure and detail (some additional data was required to be collated to release the final payment which had not been previously advised).

Final works for opening were working within PPM & revenue budgets allocated for this purpose

Artists would be visiting site this week with a view to sign leases next week, there was a waiting list with only 1 or 2 studios left available.

#### **4.3 Planning update**

Hong was currently doing last releases and necessary elements of the LEMP would be completed by the time of opening.

Work with CCTV was ongoing to get coverage on south road to avoid any antisocial behavior. This cost is not covered within the project but is considered essential to

	protect the site.
5.	<p><b>1. Soft Opening and Official Opening</b> To receive the briefing note of Town Clerk/CEO (to follow)</p> <p>To manage expectations a soft launch would take place in September in the form of re populating site ,getting artists in place and shop opening. Getting the café in would be key to a successful opening. More public opening would be planned for October.</p> <p>A discussion ensued around launching inline with half term and putting a programme of activities together.</p> <p><b>RESOLVED:</b> Official launch event should be planned for Saturday 25<sup>th</sup> October followed by a week of half term activities ( subject to the café being ready to open).</p>
6.	<p><b>1. Other project considerations</b> <b>6.1 Future Occupation &amp; Licenses</b> To receive a briefing note from the Town Clerk/CEO on the future occupation and licenses</p> <p>Licenses would be signed in the coming week following a deadline set to previous occupants of 31<sup>st</sup> August 2025 to confirm there intention to reoccupy. After this date any studios not allocated would be issued following the Studio Management Plan to those currently on the waiting list being held by the Development team.</p> <p>Artspace and Café heads of terms are with the Solicitors and are progressing to the issue of Sub-lease to respective parties</p> <ul style="list-style-type: none"> <li>Quarry Shop space update – To receive the briefing note of the Community Operations &amp; Resource Manager</li> </ul> <p>Chosen stock to sell in the shop was displayed to the group which centered around the main themes from the consultation,</p> <ul style="list-style-type: none"> <li>Nature</li> <li>Wildlife</li> <li>Arts</li> </ul> <p>Products reflective of the ecology of the site were selected with a view to expend the offer to include work from the resident artists on a sale and return basis.</p> <p>Till system and back office was all prepared and ready to go.</p> <p>Opening times and locking up/opening procedures to be confirmed with the Community Charter.</p> <p>A good response had been received from volunteers for the site with regard to selling their items ( artwork etc).</p> <p><b>RESOLVED:</b> To note the verbal reports.</p>
7.	<p><b>Community Project Updates:</b> <b>7.1 General Project Update</b> To receive a briefing note from the Project Manager</p>

### Community Charter

- Preparations for the occupants to move into the Old Town Quarry site from September 2025 were underway. There would be artists in the studios, the local community arts group, Artspace, will be based in one of the on-site cabins and there will be a café concession in the café space.
- There will also be a Town Council member of staff liaising with the site but they will not be based at the Quarry. Therefore, there needs to be an agreement as to how all of the Quarry occupants will work together at the site as the site re-opens to the public.
- Therefore, work had started to develop a Community Charter for the Old Town Quarry.
- A Community Charter is “a collaboratively developed document that sets out shared values, principles, and practical agreements for how different organisations and individuals will work together in a shared space or community initiative”.
- The first Community Charter meeting was held on Tuesday 5<sup>th</sup> August. All future occupants were in attendance. It was a positive meeting, where the concept of a Community Charter was discussed, with support for the concept of a charter pledged from the Quarry site occupants.
- It was agreed that the Quarry Community Charter will be developed via an ongoing process of topic-based meetings over the next few months.
- The next Community Charter will be held on Thursday 21<sup>st</sup> August, and will focus on creative collaboration and space sharing.

### SWHT Interpretation Update

- The SWHT team have been commissioned to deliver the interpretation and information panels at the Quarry. These panels will provide information on the Old Town Quarry and signpost to Worlebury Hillfort, as per the Community Ownership Fund deliverable.
- As part of this work, SWHT are using the Town Council Old Town Quarry Branding Survey data to develop Quarry branding guidelines for use on the information boards, across the whole Quarry site.
- SWHT have also met with a number of community stakeholders to collect information and resources about key topics with regards to the Old Town Quarry site, including heritage, history, nature, wildlife etc. SWHT are also undertaking site visits to the Quarry in August to plan for the installation of the five information panels that are due to be produced and installed prior to the re-opening of the Quarry.

### OTQ Branding option

Options had been brought to the Finance and General Purposes Committee the previous evening who had delegated the decision to this group

All options shown to members and a discussion ensued around,

- Text font
- Colour
- Texture

The group agreed with the F&GP members and favored option 4 with amendments to

colour and advised that consideration should be given to the bird to being rested on a branch or stone rather than the rockface currently produced.

The CEO/Town Clerk suggested requesting some mock ups done reflective of these amends and members to decide via email due to the time constraints.

**ACTION:** Have mock ups sent to members for consideration.

- **Community Engagement**

- The next Quarry Conversations sessions was being planned – date to be confirmed. This will be a general session open to all residents and community groups etc. date tbc
- This session will provide an update on the Quarry project and will provide details on the occupants that will be based at the Quarry, and outline the plan for the re-opening of the Quarry site to the public.
- Over 500 on Quarry mailing list big jump in last couple of weeks as the opening approaches.

### **Councilor's Visit**

A visit to the site for all councilor's prior to the re-opening of the Quarry site to the public would be arranged so that councilor's can view and familiarise themselves with the site. Suggested dates were

- Friday 29<sup>th</sup> August
- Tuesday 2<sup>nd</sup> September

**RESOLVED:** That the report be noted and 2<sup>nd</sup> September at 2.00pm be the preferred date for a visit.

8.

### **Future Agenda Items**

Members are requested to advise of any future topics to be included on the next agenda.

None were requested.

9.

### **Future Meeting dates:**

- Tuesday 30<sup>th</sup> September 2025
- Further meeting dates required

There being no further business the Chair closed the meeting at 2.46 pm

Signed.....Dated .....

Chair of the Old Town Quarry Start and Finish Group



**WESTON-SUPER-MARE TOWN COUNCIL  
MINUTES OF THE HERITAGE AND CULTURE CONSULTATIVE GROUP  
HELD AT 32 WATERLOO STREET ON  
THURSDAY 26<sup>TH</sup> JUNE 2025**

**Meeting Commenced:** 11.01 pm

**Meeting Concluded:** 12.31 pm

**PRESENT:**

**Members:** Councillors Peter Crew and John Crockford-Hawley

**Non-Elected Community Members:** Sarah Jackson (WSMTC- Quarry Project), Christine Ward (Heritage & Design Team/ Healthy & Sustainable Communities Directorate North Somerset Council), Councillor Mike Solomon (Executive Member for Culture and Leisure NSC), Bethan Pritchard/Estelle Gilbert (South West Heritage Trust (SWHT)), Zara Lott (Weston Artspace), Alison Bancroft (Race Equality North Somerset (RENS)), Heather Morrissey (Friends of the Museum & Weston Archaeological Society) and Simon Lock (West of England Music and Arts (MEMA)).

**ALSO, IN ATTENDANCE:** Sarah Pearce (CEO/Town Clerk) and Samantha Bishop (Democratic Services Manager).

**Membership:** 3 Members of Full Council plus Community Representation x minimum 5 persons

**Quorum:** N/A

**Role of the Consultative Group:** to be chaired by non-elected members.

**Reports to:** Amenities, Culture and Leisure Committee

<b>1.</b>	<p><b>Election of Chair</b></p> <p>Nominations for the position of Chair were invited.</p> <p>It was noted that, although apologies had been given, the former Chair, Fiona Matthews had agreed to remain as Chair, if required.</p> <p>A vote was taken and <b>carried</b>. Accordingly, it was:</p> <p><b>RESOLVED:</b> That Fiona Matthews be elected Chair of the Heritage Arts and Culture Community Consultative Group.</p>
<b>2.</b>	<p><b>Apologies for Absence and Notification of Substitutes</b></p> <p>Apologies for absence were received from Councillor Peter Crew, Josyanne Clarke and Fiona Matthews.</p>

3.	<p><b>Declarations of Interest</b></p> <p>None.</p>
4.	<p><b>Election of Vice Chair</b></p> <p>Nominations for the position of Vice Chair were invited.</p> <p>A vote was taken and <b>carried</b>. Accordingly, it was:</p> <p><b>RESOLVED:</b> That that Cllr John Crockford-Hawley be elected Vice Chair of the Heritage Arts and Culture Community Consultative Group.</p> <p>In the absence of the Chair, the Vice Chair chaired the meeting.</p>
5.	<p><b>To agree the accuracy of the Notes of the previous meeting held on the 27<sup>th</sup> February 2025</b></p> <p>The notes of the meeting had been previously circulated.</p> <p>It was noted that the spelling of Councillor Solomon's name needed to be amended.</p> <p><b>RECOMMENDED:</b> That with the above amendment, the notes be approved and signed by the Chair.</p>
7.	<p><b>To receive reports from Community Members</b></p> <p>In recognition of new members to the group, the Chair suggested introductions from all members and welcomed new members from:</p> <p>Zara Lott (Weston Artspace), Alison Bancroft (Race Equality North Somerset (RENS)), Heather Morrissey (Friends of the Museum &amp; Weston Archaeological Society) and Simon Lock (West of England Music and Arts (MEMA)).</p> <p>As a result of the last meetings actions, WSMTC had reached out to all suggested groups in the hope they may make future meetings.</p> <p>Members were encouraged to submit written reports for circulation with agenda's going forward, in advance of meetings.</p> <p><b>7.1 Super Culture</b></p> <p>A report had been previously circulated which covered:</p> <p>Current Events and Activities (Placemaking) with the key outcomes reported.</p> <p>Any feedback/comments were to be directed to Fiona.</p> <p><b>7.2 North Somerset Council's Heritage and Design Team Update</b></p> <p>The report had been previously circulated which provided an update on the work of Heritage and Design Team, North Somerset Council:</p> <ul style="list-style-type: none"> <li>• Archaeology – Where really interesting evidence had been revealed.</li> </ul>

- Festival of Archaeology – NSC’s principal archaeologist was currently working on a series of six hillfort walks, to be promoted as part of the upcoming Festival of Archaeology in July.
- Worlebury Hillfort - Great news that an application to enrol the hillfort in the Tier 1 Countryside Stewardship Scheme had been successful. This will secure funding for an independent feasibility study to look into the best way forward for future management of the hillfort, in terms of both archaeology and biodiversity and linking in with Quarry Project.

It was noted that specific projects and funding regarding shared signage, was a joint project with the Old Town Quarry.

The Chair informed that he had been asked by the Civic Society to design a sign for the Weighbridge at the Quarry, to which the Project Officer requested for text to be emailed to the quarry inbox, to link to the project.

It was noted that:

There had been good cooperation at officer level across the project.

That linking up and information sharing was really useful and important.

- Historic Environment Record (HER) – It was noted that this was a paid service as part of the planning process and free on Know your place NSC.
- Birnbeck Pier Project – The next stage was contactor approval for the pier structure, to be determined on 8<sup>th</sup> July, for work to start in the Autumn. Noting that there may be variations on dates due to the nature of the project.
- Urban Design – The Urban Designers had been involved guiding the design of new buildings in key locations in Weston-super-Mare including the Tropicana and a few buildings on the High Street that are up for redevelopment, including TJ Hughes and the London Inn. Working in partnership with colleagues at the Museum on an exhibition starting on the 10<sup>th</sup> July, 4pm.
- Conservation and Heritage – Many boxes including day books from Victorian times.

Recent News releases relating to work of the Heritage and Design team included:

- 12 May - [Traditional Cornish Pasty shop to open in restored Weston High Street unit](#)
- 10 June - [Progress with the Tropicana operator search to be discussed](#)

Alison Banbridge queried the inclusion of Roselawn in the Urban Design and would find it useful to have contacts for Urban designs.

### 7.3 SWHT

A report had been previously circulated reported, highlighting:

- Recent Curatorial Work - 50<sup>TH</sup> Anniversary Exhibition of the Museum on the 28<sup>th</sup> June.
- Collections Location Audit - 75% of collections updated.



- Photographic Archive Design - A1 Camera club were still cataloguing, half way through.
- Recent Acquisitions - A stained-glass window, originally from Weston Hospital, has recently been donated to the collection.
- Collections Management Projects - A project has been completed to lightly clean and rehouse a set of 96 glass plate negatives by local photographer Herbert Jelly.
- Temporary exhibitions Programme
- Upcoming Exhibitions 2025-26 - Icons of Weston - Diversity of Ethnic Groups – Multicultural Association

In order for WSMTC to aid in linking up on projects, it could share the groups contact details on all future agendas, to very much encourage connectivity. This action was agreed by all present.

**ACTION:** Members to provide a brief overview of their organisations to the Democratic Services Manager for inclusion on future agendas.

#### **7.4 Friends of the Museum & Weston Archaeological and Natural History Society**

Heather Morrissey gave a verbal report of the activity of both organisations:

- FOM – Many useful talks had taken place.
- WANHS - Second hand books sale. Stalls at Xmas Markets and Rotary. Donated money to the Lego hillfort which was nearly finished for a Perspex cover. This may go on display at the Quarry in time. It was hoped that the council may identify grant funding for perusal.

The Town Clerk reported that the council continued to be very grateful of the work of the Friends and that future projects and potential grant applications were on its radar but the council was currently having to allocate limited resources on other projects at this point in time, it hoped it would be able to pick this up in the future when work streams allowed.

Christine (NSC) also offered to help with this with regard to grant considerations and potential applications.

*Zara Lott left the meeting at 12.02pm*

Was noted that event posters sent to WSTC were not being displayed on noticeboards, to which the Town Clerk/CEO would look into with the councils comms team and reminded that these events could now also be advertised via the Silica.

Lastly, that the WSNHS were really pleased to hear about the work at the quarry and use of the interpretation boards.

#### **7.5 RENS**

Alison Bancroft verbal reported that:

- Weston Arts and Health Festival, Sat 12 July 230-530, On the beach. Performances by Weston Carer Lights, Weston Association and Marliese, Bollywood moves and an Afrobeat DJ and 'Harmony and Motion'.

	<p>It was suggested that any local events could be publicised via the new Silica (digital Information centre).</p> <p><b>ACTION:</b> That all members send any event information to <a href="mailto:wsm.comms@wsm-tc.gov.uk">wsm.comms@wsm-tc.gov.uk</a>. This would be highlighted on all Agenda's and Meeting Notes going forward.</p> <p><b>7.6 WEMA</b>  Simon Lock reported that as a new member to meeting, he had found the updates useful to aid him in submitting a report in writing, for circulation with the meeting notes and for future agendas.</p> <p>The Chair was pleased to be able to include WEMA to the meetings, which would be a good mechanism to link in with young people and education.</p> <p>Heather Morrissey added that the Museum Rusty Club, of which there were 2 age groups, were working well.</p> <p><b>7.7 Old Town Quarry</b>  The Project Manager verbally reported the following:</p> <ul style="list-style-type: none"> <li>• That build works were near completion, with the COF element due to finish the next week.</li> <li>• Continuation of the Community Engagement Programme.</li> <li>• The opening was set for a date in September (TBA), to include 8x studio spaces in the main building and the café.</li> <li>• WSMTC have worked with the previous occupants in the first instance who were very proactive and positive about returning to the Quarry.</li> <li>• Artspace were moving to the Quarry, occupying one of the cabins utilising, WECA funding.</li> <li>• Working on a Community Charter for curating the space.</li> <li>• WSMTC were the facilitators of the site, working with a wide range of community partners and if any organisations were interested, please contact via <a href="mailto:WSM.quarry@wsm-tc.gov.uk">WSM.quarry@wsm-tc.gov.uk</a> The Café concession closed the previous where a decision would be made at the Special F&amp;GP committee meeting on the 10<sup>th</sup> July.</li> <li>• There would be a soft opening in September, with an official opening in later in the autumn.</li> </ul> <p><i>The Town Clerk/CEO left the meeting at 12.23pm</i></p>
8.	<p><b>To suggest items and group membership for future agendas and meetings</b></p> <p><b>ACTION:</b> Details of any organisations/groups recommended for invitation to future meetings should be suggested to the Democratic Services Manager.</p> <p>It was noted that The Other Place were looking for a pop-up space, to which conversations with the Old Town Quarry Project and the Archaeological Society would take place.</p> <p>The Quarry Project Officer reported that when engaging with community partners on the project, she had received feedback that making the meetings less formal, may make it more accessible for other interested parties to attend.</p>

	<p>This could include moving the venue and it was noted that a feeling and sense of belonging was important to create.</p> <p>The Democratic Services Manager reminded members to send their logos to her for inclusion on agendas.</p>
<b>9.</b>	<p><b>To agree the next meeting date and frequency of meeting going forward</b></p> <p>Next meeting date was scheduled for the 9<sup>th</sup> October 2025.</p>
	<p>There being no further business the Chair closed the meeting at 12.31 pm</p> <p>Signed.....Dated .....</p> <p>Chair of the Heritage Arts and Culture Consultative Group</p>

# Big Worle Summary of Reporting

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## Project update 2025

### 1. Community Hub

Weston- super- Mare Town Council became Big Worle's Locally Trusted Organisation in April 2024. The Community Wellbeing Development Officer, along with the Senior Development Officer have been worked with Big Worle to deliver their plan and leave a lasting legacy in Worle.

From the 30<sup>th</sup> September, we will no longer have a presence at the hub as the doors will be closing for good. The keys are going to be handed back to Alliance Homes on the 30<sup>th</sup> September. The last few weeks in September the volunteers will be getting rid of furniture and redecorating the inside the building, ready for it to be handed back to the landlord.

We have had conversations with David from Local Trust to confirm the Town Councils role until the end of the term. From 1<sup>st</sup> October 2025- 31<sup>st</sup> March 2026 we will be having oversight of some projects that are nearing completion. Such as the 'Edible trail' and the installation of the 'Green Gym'. We will also be keeping an eye on finances and invoicing that will be tying up their legacy projects in order to conclude the project.

### 2. Projects

#### - Priority 1- Big Worle Community

This has been one of the busiest parts of their project work. Throughout the years, Big Worle have successfully run coffee mornings, bingo and other hub activities for the community to get involved with. Alongside this, they run seasonal events at the hub to draw in a bigger crowd and be able to run a free family day for all be involved in.

It's been a really important asset to have Citizens advice based at the hub for the last few years. Bringing the services to the local community has really made a difference to the local people. We've also been lucky enough to have Foodbank run their services alongside our hub activities. They've been at the hub for the last 5 months and have trialled a new way of operating, giving people more choice of their food parcel and having a more friendly/ conversational approach to their service. Foodbank will be moving their services to Hughenden road church.

## - Priority 2- Keeping Big Worle Safe

Big Worle has been committed to making the community a safer place for residents, businesses, and visitors. As part of this initiative, Big Worle have expanded CCTV coverage in Worle with three cameras at key locations to improve security and deter antisocial behaviour. These camera's link back to North Somerset CCTV and have enabled us to keep track on Crime Prevention, Community Reassurance and Supporting the Law.

## - Priority 3 – Outside Worle

In 2025, 4 new 'Chat Benches' were installed by the Big Worle Hub to encourage conversation between community members. A plaque was installed in memory of Jackie Evans as well as former Big Worle Steering Group member - Ann Hughes. The design of these benches encourages social interaction, offering a comfortable and welcoming environment for the community. We also replaced the planter in July 2025 to enhance the look and feel of the local area and a cherry tree was planted.

As part of Big Worle's community consultation, the local residents asked for an outdoor gym. We got the go ahead early in 2025 and went out to tender to get a 'Green Gym' installed at Castle Batch. This is to be installed in September 2025, opposite the SEND play area.

After the success of the Community garden space at Beckett School, the Steering group members held conversations with local residents and decided to plant fruit trees across their 'Blue Zone' (hyper local area to the hub). We are now working with Jack Pine Trees to carry out service checks and plant the trees alongside some community volunteers towards the end of 2025. These fruit trees will be maintained by the land owners and then once they are established, the community can enjoy them.

## - Priority 4- Young Worle

Launched in November 2024, 'Big Wall' engaged young people in the Worle area through creative activities that explore different forms of wall art to develop new artwork near the hub. A group of young people from local schools were lucky enough to have trips to London, Bristol and more locally around Weston walls to view different art work and take part in creative workshops.

The young people chose a local artist, Sarah Dicks to work with them on a design to display in their community. Working closely with Alliance Homes, we were able to locate a wall close to the hub. The work was completed at the end of August and there's now 3 walls of colourful artwork that the local people have given great feedback about.



## **Amenities Culture & Leisure Committee 15<sup>th</sup> September 2025**

### **Jill Dando Blue Plaque**

### **Report from the Civic Officer/PA to The CEO/Town Clerk**

---

#### **1. Purpose and Background of Report**

To approve the purchase and fitting of a blue plaque in honour of Jill Dando former journalist of Weston Mercury.

#### **2. Options for Council**

1. Approve the suggested blue plaque
2. Decline the suggested blue plaque

#### **3. Reason for Recommendation**

- Request from the Jill Dando newsroom, after a recent visit to the building where Jill Dando worked.

#### **4. Expected Benefits**

To recognise Jills contribution to Weston-super-Mare and Weston Mercury.

#### **5. Implications**

The plaque would be situated in the inside foyer area ( bay window area) at 32 Waterloo Street in a prominent position visible from the outside. This negates the need for planning permissions and will not affect the Grade II listed structure outside.

##### **5.1. Legal**

N/A

##### **5.2. Risks**

N/A

##### **5.3. Financial Implications**

Currently £1000 in blue plaque budget with estimated costs as follows:

£370.03 for purchase of plaque plus John West fitting fees.

##### **5.4. Timescales**

Before 1<sup>st</sup> April 2026 to utilise this years budget.

##### **5.5. Stakeholders**

John West Contractors



Sign of Our Time

**5.6. Crime & Disorder (councils have a legal duty to consider impact)**

N/A

**5.7. Biodiversity (councils have a legal duty to consider impact)**

N/A

**5.8. N/A**

**5.9. Privacy Impact (consider Privacy Impact assessment)**

N/A.

**5.10. Equality & Diversity (councils have a legal duty to consider impact)**

N/A

**Appendices**

Appendix 1 – Proposed Sign

**6. Members are recommended to:**

To approve the purchase and fitting of Jill Dando Blue Plaque utilising the Blue Plaque Budget.

**Rebecca Saunders**

Civic Officer & PA to the CEO/Town Clerk 4.09.25

**Appendix 1 – Proposed Blue Plaque**





WESTON-SUPER-MARE TOWN COUNCIL





## **Amenities Committee - 15<sup>th</sup> September 2025. Proposals for Visit Weston site build 2026. Communications & Visitor Experience Manager.**

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### **1. Purpose and Background of Report**

In August 2021, Weston-super-Mare Town Council released a tender for the build and hosting of the Visit Weston website. The contract was awarded to Simpleview (now T/A Cranicus), with completion scheduled for March 2022. A three-year contract was agreed, with an option for rolling annual extensions.

On 27 February 2025, we served notice to Simpleview, as the current website no longer offered the flexibility and functionality that we now require. However a decision was taken to extend the contract with Simpleview for a further 12 months, running until May 2026. At the same time, the council did not renew Simpleview's SEO package and arranged for the transfer of additional domains, previously managed by Simpleview into our own domain management dashboard, to allow full oversight and overseeing of all DNS forwarding and renewals.

Looking ahead, our priority is to ensure continuity of service for Visit Weston, which has performed strongly, especially with the integration of Google Analytics and continual use of Microsoft Clarity to track and optimise user experience. As our contract with Simpleview ends in May 2026, therefore we must ensure that a new website is fully operational, with all content migrated and SEO performance maintained.

### **2. Options for Council**

Start the tender process immediately, for either or both of the following two options;  
**Option A.** Full product build, CMS system, hosting and technical support by a Digital/Web development agency.

**Option B** - Full product 'bespoke' build, solution architecture and ongoing support by a specialist Shopify developer/agency, with e-commerce integration.



### **3. Reason for Recommendation**

There is a need to act quickly, to avoid incurring further costs from extending our current contract with Simpleview. The existing website no longer meets our needs, it has become outdated, harder to navigate as content has expanded, and every update or amendment attracts additional charges. The Council, via its officers now have a much clearer perspective on the requirements necessary to future-proof the Visit Weston website and ensure it continues to deliver more information and essential services. The successful development of the Silica microsite provides a strong example of how a cost-effective, scalable, and user-friendly solution can be implemented.

### **4. Expected Benefits**

- More control over the site management.
- Ease of re-arranging content.
- Merger of the Visit Weston site and the microsite.
- More control on event listing.
- More responsive search (WhatsOn section).
- Better back links and SEO results.
- Faster web page loading.
- Cleansing of redundant pages.
- E-commerce functionality.
- RRS feeds built in and easily connected API's.

### **5. Implications**

If the council reach May 2026 without a substitute website in place, it will have to extend the current contract for another 6 months, with an estimated cost of £4,460.

#### **5.1. Legal**

Contract drafts and usual due diligence procedure.



## 5.2. Risks

Delaying action will result in more service costs.

The council is currently working across two separate websites, which ideally need consolidation.

Operating two website is inefficient and fails to meet our partners' needs.

The actual site build and tendering process will require project management.

## 5.3. Financial Implications

**Option A** - circa £35,000 for the initial build + 3 x £10,000 annual fees (£65,000).

**Option B** - circa £20,400 for the initial build + 3 x £3,350 annual fees (£30,450).

## 5.4. Timescales

As per the tender documentation.

## 5.5. Stakeholders

Weston-super-Mare Town Council staff.

Weston-super-Mare Amenities, Culture & Leisure Committee

## 5.6. Contractors

Third party website developers.

SAAS (Software as a service) providers.

## 5.7. Privacy Impact (consider Privacy Impact assessment)

Continue to be GDPR compliance in addition to the Accessibility Regulations 2018, requiring our website to meet WCAG 2.1 AA accessibility standards and publish a compliant accessibility statement.

## 6. Appendices

Tender proposal for Agency build.

Tender proposal for Shopify build.

- Summary of statistics, standalone events and visitor experiences.
- Suggested visitor initiatives/budget considerations, for 2026/27.



**7. Members are recommended to:**

Consider options 1 & 2 above and identify preferred choice to allow the procurement process to commence with immediate effect. Tender results and final approval of new website would be brought back to committee for final consideration and approval.

**Warren Parker-Mills**

Communication & Visitor Experience Manager - 4th September 2025



## **Amenities, Culture and Leisure Committee 15<sup>th</sup> September 2025**

### **Update on the Town Market**

### **Report from the CEO/Town Clerk**

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- **Purpose and Background of Report**

To provide update on the current Weekly / monthly town market provisions.

Since the appointment of the Weston Independent Market and its opening on 9<sup>th</sup> April 2025, the market has held in excess of 22 weekly markets and a number of monthly markets in the Italian Gardens. The original tender requirement was for a minimum of 20 stalls increasing to 30. Figures provided by the Bid Manager who oversees this provision on behalf of the council have confirmed the average number of stalls are now 40 at the weekly market.

The market Operator has provided a comprehensive marketing campaign for the markets and has a proactive and responsive social media presence which has been well received.

Feedback from local shop owners and the Bid team have been positive with recognition of the improved footfall to the town centre and to shops in the high street.

The use of local performers and music has also received great feedback and has created a pleasant atmosphere to the Italian gardens on market days.

One area that was always a consideration when the market was procured and was recognised by the appointed contractor and all other submissions was the weather in a seaside location and the impact this could have on the ability to hold the market if weather conditions ( wind / excess rain / snow) are forecast by the Met office. The Market Operator has been open and has advised that they are not able to hold the market if this is the case as her Insurance will not cover them. The Health & Safety of



traders and the public are and always will be the priority and determining factor if there is need to cancel the market. This continues to be a challenge faced.

Since opening the need to cancel the market has occurred only 4 times since April, but it is reasonable to assume with the location of the Italian Gardens being very exposed to weather and the seafront proximity there is a likelihood that this could be the case more often over the autumn and winter months until the market year concludes in December (Just before Xmas). Of course we could have a mild autumn and winter which would mean less / no cancellations.

The Operator recognises this is frustrating for both the public and traders when this occurs and will only take the decision to cancel if the Met Office predictions have implications to Health and Safety requirements and the markets Insurance. However, remains confident and committed to provide a weekly market and monthly provision continuing up to the Christmas period until it breaks until spring 2026 (as agreed). As a council we must respect this decision when justified and needing to be taken.

The BID manager is working with WSMTC to identify contingency locations suitable for up to 40 stalls that can be mobilised with limited notice to provide an alternative location. This includes talks with the Sovereign Management and with NSC officers to explore all options. However, it should be noted that there are existing considerations and leases that are still in place within the Sovereign which may not allow what appears to be unoccupied units to be used easily at the current time.

- **Options for Council**

The council is recommended to note the contents of the report and challenges faced to operate the market when there is inclement weather conditions. Noting this was understood at the tender stage when bids were received.



- **Implications**

If a suitable contingency site cannot be located or agreed within the town centre there may be a reduction in markets (only if weather dictates this to be the case).

**.1. Risks**

- Loss of traders
- Loss of public support
- Loss of footfall to the town and high street

**.2. Stakeholders**

Weston Independent Market

WSMTC

Weston BID

North Somerset Council

**.3. Crime & Disorder (councils have a legal duty to consider impact)**

N/A

**.4. Biodiversity (councils have a legal duty to consider impact)**

N/A

**.5. Privacy Impact (consider Privacy Impact assessment)**

N/A

**.6. Equality & Diversity (councils have a legal duty to consider impact)**

N/A

- **Appendices**

N/A





- **Members are recommended to:**

- A) Note the contents of this report and acknowledge the reasons of the cancellation of the market (due to inclement weather).
- B) Consider / suggest alternative contingency sites within the town suitable for the Weekly market to operate from.

**Sarah Pearse**

CEO/Town Clerk

Drafted (Date)