

**WESTON-SUPER-MARE TOWN COUNCIL
COMMUNITY SERVICES COMMITTEE
MEETING HELD ON MONDAY 12th MAY 2014
AT GROVE HOUSE**

Meeting Commenced: 7.00 pm

Meeting Concluded: 8.24 pm

PRESENT: Councillors Lisa Pilgrim (Chairman), Raymond Armstrong, Peter Fox, Jan Holloway (S), Claire Kingsbury-Bell, Michal Kus, Alan Peak, Len Purnell (S), Clive Webb and Holly Young

IN ATTENDANCE: Councillor Peter Crew (Leader of the Town Council), Malcolm Nicholson (Town Clerk), Sarah Pearse (Responsible Financial Officer), Sally Heath (The Blakehay Theatre Manager), Rob Thurston (Grounds Manager), Jennifer Lawley (Committee Officer) and Bethan Evans (Weston Mercury)

44.	<p>Apologies for Absence and Notification of Substitutes</p> <p>Apologies for absence were received from Councillors Roger Bailey, Clive Darke, Simon Stokes and Rose Warwick together with Rob Penney, Programme Development Officer - YMCA</p> <p>Councillor Roger Bailey was substituted by Councillor Jan Holloway and Councillor Clive Darke was substituted by Councillor Len Purnell.</p>
45.	<p>Declarations of Interest</p> <p>There were no declarations of interest received.</p>
46.	<p>Minutes of the Community Services Committee Meeting held on the 17th March 2014</p> <p>The minutes of the previous meeting had been previously circulated with the agenda.</p> <p>RESOLVED that: The minutes be approved and signed by the Chairman.</p>
47.	<p>References from other Committees:</p> <p>47.1. Notes of the Museum Working Party held on 1st April 2014 (approved) had been previously circulated with the agenda.</p> <p>RESOLVED that: The notes be received and noted.</p> <p>47.2. Notes of Weston In Bloom held on 11th March 2014 (approved) and 8th April 2014 (unapproved) had been previously circulated with the agenda.</p> <p>As an observation a Councillor highlighted WIB's timing and ordering in relation to budgets and financial years which he perceived as an issue which required attention.</p> <p>RESOLVED that: The notes be received and noted.</p> <p>47.3. Notes of the Community Events Working Party held on the 25th March 2014</p>

	<p>(unapproved) had been previously circulated with the agenda.</p> <p>RESOLVED that: The notes be received and noted.</p> <p>47.4. Minutes of the Allotment Management Sub-Committee held on the 20th March 2014 (unapproved) had been previously circulated with the agenda.</p> <p>RESOLVED that: The notes be received and noted.</p>
48.	<p>Management Reports:</p> <p>48.1. YMCA - Barcode and Youth Services The report of Rob Penney, Programme Development Officer -YMCA, had been previously circulated with the agenda.</p> <p>RESOLVED that: The report be received and noted.</p> <p>48.2. The Blakehay Theatre The report of The Blakehay Theatre Manager had been previously circulated with the agenda.</p> <p>The Theatre Manager's report informed of the theatre's progress in relation to recruitment, theatre hire, the theatre bar, community evening classes and Blakehay events.</p> <p>To add to her report, the Theatre Manager informed that interviews had now taken place to recruit a Box Office Administration Assistant which could possibly be a job share to help with holiday cover. The Theatre Manager was happy to advise that there were many positives to report. The hire of the theatre bar had increased; the redecoration of the bar was in progress and the quiz and the theatre's open day were a success.</p> <p>In response to a question regarding bottled beer rather than draught beer being served at the theatre's bar, the Theatre Manager informed that it was not currently feasible to maintain draught beer. The bar was not quite busy enough and as a result would incur a high degree of wastage. If, however, the bar became busier to warrant draught beer, then this aspect would be reviewed.</p> <p>RESOLVED that: The report be received and noted.</p> <p>48.3. Grounds The Grounds Manager delivered a verbal report regarding Hutton Moor Allotments.</p> <p>In March and April 2014 the condition of the access road to the allotments had deteriorated to such an extent the road was unsafe and it was closed to all traffic. Effectively this left only pedestrian or mobility scooter admittance to the site from the access road and only pedestrian access at a railway crossing. This was a difficult decision which was reluctantly taken in the knowledge that it would seriously inconvenience allotment holders.</p> <p>The Grounds Manager advised of a serious incident on the pedestrian railway crossing at Hutton Moor allotments during foggy weather which involved a number of allotment holders almost being hit by a train and dropping a heavy object on the track. As a result, the railway crossing gate was closed and urgent discussions ensued with Network Rail to consider the safety of the crossing point which was re-opened after five days. A meeting followed with Natural England and the railway incident was cited in order to highlight the</p>

	<p>urgency of the situation. An early Licence was granted. Works were carried out on Monday 28th April 2014 and the access road was re-opened. The work undertaken under Licence did not involve re-locating badgers or disturbing currently active runs although badgers are still present in the area. Whilst a short to medium term resolution has been achieved there remained the possibility for the need to undertake additional work.</p> <p>RESOLVED that: The verbal report be received and noted.</p>
	<p><i>Councillor Claire Kingsbury-Bell joined the meeting at 7.05 pm.</i></p> <p><i>The Chairman requested that agenda item 7 Street Furniture (minute no: 49) be brought forward. Members were in agreement.</i></p>
49.	<p>Street Furniture - Agenda item 7 brought forward The Grounds Manager delivered a verbal report.</p> <p>49.1. Bus shelters</p> <p>During November 2013 a meeting took place with North Somerset Council to consider the management of bus shelters in general and specifically to reflect on an offer from North Somerset Council to provide a new bus shelter free of charge to the Town Council. The new bus shelter has since been located at Becket Road. In addition, the viability of approaching an advertising company to undertake the maintenance of Town Council bus shelters and in return having the right to advertise on the bus shelters was under investigation.</p> <p>The current cleaning, maintenance and repainting of bus shelters was an area that had not moved forward successfully. This was primarily as a result of other and new work pressures on the Grounds Team such as flower beds, increased play areas and grass cutting. To address this, Somerset Wood Recycling as part of their SLA had been approached. However, there would remain a number of more significant repair works requiring a specialist repair company.</p> <p>RESOLVED that:</p> <ol style="list-style-type: none"> 1. The verbal report be received and noted. 2. An advertising company be approached to consider the maintenance of Town Council bus shelters and in return the right to advertise on the bus shelters. <p>49.2. Dog Bins</p> <p>A review of Town Council dog bins had been undertaken and their location documented, not only in relation to North Somerset Council dog bins but their proximity to litter bins.</p> <p>The Town Clerk informed that the Expenditure and Governance Working Party were addressing the streamlining of dog bin locations including the increased cost proposed by North Somerset Council for emptying bins in 2015.</p> <p>In response to a Ward Councillor, the Leader of the Council, advised that a dog bin would be located on Bleadon Hill as requested as soon as the dog bin locations were reviewed.</p> <p>RESOLVED that:</p>

	<ol style="list-style-type: none"> 1. The dog bin review and costs be further debated at a separate meeting. 2. On completion of the dog bin review, a dog bin be located on Bleadon Hill as requested by the Ward Councillor.
50.	<p>Grant Applications including Youth Council Grants The report of the Finance Officer had been previously circulated with the agenda.</p> <p>50.1. Sorooptimists International of Weston-super-Mare Grant applied for: £500 Under power: Local Government Act 1972 section 137</p> <p>The grant would be used towards the cost of running a ‘Skirting Science’ workshop at Broadoak School covering costs including bussing pupils to and from Broadoak School, paying workshop providers, providing equipment and refreshments. It is hoped that 200-250 year 9 girls will attend the workshop. Skirting Science is a STEM (Science, Technology, Engineering and Mathematics) initiative that aims to inspire the next generation of female scientists from local schools in interactive workshops delivered by science professionals.</p> <p>Debate ensued and no objections were raised for the grant application of £500.</p> <p>A vote was taken and carried. Accordingly it was:</p> <p>RESOLVED: To award this grant application the amount of £500</p> <p>50.2. WestonSuperFoods Festival Ltd Grant applied for: £1000 Under power: Local Government Act 1972 section 144</p> <p>The company plans to hold a Food Festival in Weston-super-Mare in September 2014 with the intention that the event becomes an annual community event. The grant would be used to contribute towards the cost of setting up demonstration kitchens and cookery workshops for both adults and children. Other organisations have already agreed to funding the 2014 event.</p> <p>The first food festival was held in the town in 2013 and Councillors made comment that the event had been a successful community event.</p> <p>A vote was taken and carried. Accordingly it was:</p> <p>RESOLVED: To award this grant application the amount of £500</p>
51.	<p>Land at the Maltlands, Locking Castle The Town Clerk delivered a verbal report.</p> <p>The Town Clerk communicated with North Somerset Council on the 25th March 2014 to advise of the resolution to decline the offer to transfer the land at The Maltlands to the Town Council for £1.00. This offer had been presented to the Community Services Committee on the 17th March 2014 and then to the Allotment Management Sub-Committee on the 20th March 2014 for debate, recommendation and resolution. A vote was taken and it was unanimously resolved that the Allotment Management Sub-Committee in consultation with the Allotment Club decline North Somerset Council’s offer to transfer the land at The</p>

	<p>Maltlands at a cost of £1.00 for the use as allotments.</p> <p>On the 7th April 2014 North Somerset Council acknowledged receipt of the Town Clerk's email informing of the Town Council's decision. The Town Clerk in conclusion reported that to the best of his knowledge to-date, the land would now be sold on the open market.</p> <p>RESOLVED that: The verbal report be received and noted.</p>
52.	<p>Chedburn and Dudley Architects additional fees</p> <p>The report of the Responsible Financial Officer was circulated at the meeting.</p> <p>Members were aware of the plans for the Museum and the delegation given to the Museum Working Party in relation to control of the project.</p> <p>Chedburn and Dudley were appointed as chosen Architects in June 2013 for the project after completion of the Council's full procurement and tender exercise in line with Heritage Lottery Funding guidelines and the Town Council's financial regulations including a full design presentation to the Museum Working Party.</p> <p>Fees to Chedburn and Dudley had been paid when due for Phase 1 of the original tender value. As the project has developed much of the work for Phase 2 was subsumed into the overall project. Most of the fees due for Phase 2 have been covered within the original development stage budget due to savings made by the HLF team and careful planning. The Architects have, however, had their scope of work extended and within the Town Council's contract are allowed to seek additional payment and sought £13,350 for extra works which was less than their full value.</p> <p>Debate ensued on the Responsible Financial Officer's recommendation to access the Town Council's Earmarked Reserve for the project's final stages. The Town Council has held in its reserves the £100,000 granted from North Somerset Council for use on the Museum as match funding for the HLF Project, £10,000 of which was required to be used to support Phase 2 of the development.</p> <p>RESOLVED that: An additional £10,000 from the Town Council's Earmarked Reserve (in addition to the £10,000 already being used from the NSC 100k grant awarded for use at the Museum) be used to meet all development costs and enable full payment due to Chedburn and Dudley, resulting in a total development match funding of £20,000 for Phase 2 of the project.</p>
53.	<p>Public Conveniences</p> <p>The reports of the Responsible Financial Officer had been previously circulated with the agenda.</p> <p>Following the refurbishment of the six Town Council's public conveniences, a full procurement exercise had been carried out via the Expenditure and Governance Working Party for the cleaning and cash collection at the six charging sites.</p> <p>RESOLVED that: The current Town Council provider, Sqwecky Kleen, be appointed for a period of 3 years to clean the six public conveniences and collect cash as per the specification.</p>

<p>54.</p>	<p>Road Names and North Somerset Council</p> <p>The report of the Town Clerk's Secretary had been previously circulated with the agenda.</p> <p>North Somerset Council had requested the Town Council's feedback on a list of North Somerset Council's approved road names for Weston Airfield. Also, in terms of the Cross Airfield Link (the main thoroughfare across the airfield), North Somerset Council were asking the Town Council whether the name 'Runway' plus a suffix was acceptable. On the 17th March 2014 the Community Services Committee appointed Councillors Peter Fox and John Crockford-Hawley to undertake research for the Town Council's street naming database. They had considered North Somerset Council's request and on the 28th April 2014, North Somerset Council were informed that a prefix was preferred to a suffix for 'Runway'. 'The Runway' was proposed and North Somerset Council were informed that the remaining road names were to be considered on the 12th May 2014 when the Community Services Committee met. North Somerset Council have since advised that 'The Runway' has been approved.</p> <p>Town Councillors objected to 'Pilots Block' and 'Mosquito' on the list of North Somerset Council's approved road names for Weston Airfield. The Committee considered that Mosquito reminded one of the insect and that Pilots Block was unattractive. An objection was also raised with regard to the omission of an apostrophe in Pilot's Block.</p> <p>The Leader of the Town Council proposed that a working party be organised in order to discuss an agreed format for choice and linkage of road names.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. North Somerset Council be informed that: <ol style="list-style-type: none"> a) Approval for 'The Runway' is confirmed by the Community Services Committee. b) The Committee objects to road names 'Pilots Block' and 'Mosquito' together with the omission of an apostrophe for 'Pilot's Block'. c) North Somerset Council's approved list for Weston Airfield raised no objections with the exception of b) above. 2. A Working Party be called to consider the format for future road naming.
<p>55.</p>	<p>Community Events</p> <p>Community events for 2014/15</p> <p>Members were asked to consider community events for 2014/15.</p> <p>The Responsible Financial Officer informed that there was a budget of £4000 for community events for 2014/15. In the financial year 2013/14, four events were organised and each event was granted £1000 from the Community Events budget:</p> <ol style="list-style-type: none"> 1. Museum Event - Victorian based Living History event 2. Youth Event - Boomfest 3. Showcase - WestonSuperShowcase 4. Talent Contest - Weston's Got Talent <p>Debate ensued on possible events for the financial year 2014/15.</p>

	<p>The WestonSuperShowcase event held at The Blakehay Theatre in 2013/14 would not be repeated in 2014/15. This was due to the 10th Anniversary celebrations being held to mark Town Council ownership of The Blakehay Theatre.</p> <p>The following reports had been previously circulated with the agenda:</p> <ul style="list-style-type: none"> • SWOT analysis for Weston’s Got Talent • The report of the Chairman of the Community Events Working Party <p>The Town Clerk thanked Councillor Roger Bailey for his commitment and many hours of work in the organisation of Weston’s Got Talent 2013 with professional help and support free of charge as a one-off from Ian Williams of Weston Super Events. He said it was probably not reasonable to expect a Councillor to put in so many hours again and that if it ran again on a similar scale the event would have to be organised professionally by a contractor, with a significantly larger budget.</p> <p>Debate ensued on:</p> <ul style="list-style-type: none"> • Should the event run again in 2014/15? • Management of the event. • Location. • Resources available. <p>There were varying opinions but most members concluded that although the event had been a good community event in 2013/14, it was too ambitious given the resources available to repeat on the same scale. A scaled down competition organised by Town Council staff was preferable, aimed at residents of Weston-super-Mare, with preliminaries occurring on a single weekend in one location and the finale staged at The Blakehay Theatre.</p> <p>Officers were asked to investigate possible Community and Youth related events and report back direct to the Committee.</p> <p>RESOLVED that:</p> <ol style="list-style-type: none"> 1. Three events be organised instead of four, for the financial year 2014/15: <ol style="list-style-type: none"> a) Youth – Joint venture with YMCA b) Community – Picnic in the Park c) Talent contest – Scaled down Weston’s Got Talent 2. The budget of £4000 for 2014/15 be divided accordingly. 3. The Town Clerk contact YMCA Weston-super-Mare in order to investigate the organisation of a joint youth event and that he report back at the next meeting.
	<p><i>The Grounds Manager left the meeting at 8.10 pm</i></p>
56.	<p>CCTV Provision</p> <p>CCTV Incidents Summary Report The report for March 2014 had been previously circulated with the agenda.</p> <p>North Somerset Council’s CCTV Log Books The reports for February and March 2014 had been previously emailed.</p>

	<p>RESOLVED that: The CCTV reports be received and noted.</p> <p>CCTV – NSC Review The report of the Town Clerk had been previously circulated with the agenda</p> <p>As reported on the 17th March 2014 at the last Community Services Committee meeting, North Somerset Council are conducting a review of current CCTV operations in North Somerset. North Somerset Officers have invited the Town Council to send up to three Councillors and an Officer to a meeting on the 3rd of June 2014 to represent Weston-super-Mare. Councillors Peter Fox and Simon Stokes have already been appointed to lead in discussions but another Councillor was required. The Leader of the Council, as a North Somerset Councillor, would also be in attendance at the review.</p> <p>The Town Clerk’s report listed several questions included in the review’s remit together with possible issues for the Town Council to consider as funder of the service. Councillors also raised concerns regarding ‘fit for purpose’ CCTV reports and the significance of CCTV surveillance with the closure of Weston’s Police Station.</p> <p>RESOLVED that:</p> <ol style="list-style-type: none"> 1. The report be received and noted. 2. Councillor Len Purnell be appointed as the third Town Councillor to lead in CCTV review discussions.
<p>57.</p>	<p>Other Transportation Matters for Consideration</p> <p>To receive notification of Disabled Parking Bay Applications</p> <p>RESOLVED that: That the following Disabled Parking Bay application be approved and that approval be notified to North Somerset Council’s Disabled Parking Bay section.</p> <ul style="list-style-type: none"> • 27 Butcombe, Brompton Road <p>RESOLVED that: That the comments by the Ward Councillor for the following Disabled Parking Bay application be notified to North Somerset’s Disabled Parking Bay section.</p> <ul style="list-style-type: none"> • 21 Worlebury Hill Road <p>Street Trading Applications</p> <p>RESOLVED that: Objections were raised at the meeting for the following Street Trading Licence Application and that North Somerset Council’s Licensing Department be notified.</p> <ul style="list-style-type: none"> • The Spud Shack
	<p>There being no further business, the Chairman closed the meeting at 8.24 pm.</p> <p>Signed..... Dated..... Chairman</p>

