

WESTON-SUPER-MARE TOWN COUNCIL COMMUNITY SERVICES COMMITTEE MEETING HELD ON MONDAY 9th MARCH 2015 AT GROVE HOUSE

Meeting Commenced: 7.00 pm

Meeting Concluded: 9.25 pm

PRESENT: Councillors Lisa Pilgrim (Chairman), Roger Bailey (Vice Chairman) Raymond Armstrong, James Clayton, Clive Darke, Peter Fox, David Hitchins, Claire Kingsbury-Bell, Alan Peak, Rose Warwick and Clive Webb

IN ATTENDANCE: Councillor Roz Willis (Town Mayor), Jos Holder (Mayoress), Councillors Jan Holloway, Cyril King and John Crockford-Hawley, Malcolm Nicholson (Town Clerk), Helen Morton (Finance Officer), Jennifer Lawley (Committee Officer), Zoe Scott (Community and Grounds Administrator), Adam Brown (Royal British Legion), Becky Parker (Weston Mercury) and Carol Lincoln (Macular Society)

The Chairman welcomed Carol Lincoln to the meeting who was accompanied by the Town Mayor. Carol Lincoln who represented the Macular Society Weston-super-Mare Support Group was applying for a grant from the Town Council and was in attendance to illustrate to committee members the merit of her application.

The Chairman thanked Carol Lincoln for her attendance and advised that the society's grant application would be considered under agenda item 4.2.

Carol Lincoln left the meeting at 7.05 pm.

The Mayoress, Jos Holder, was in attendance in relation to her request for the allocation of a grit bin at the junction of Severn Road and Whitecross Road. This grit bin application had been previously declined but the Mayoress was resolute, a grit bin in this area was a priority. She advised that the area had the largest percentage of elderly people who found it almost impossible to shop at their local shops in icy conditions. The request was to site a grit bin outside a local grocery store to facilitate the gritting of nearby footpaths in order to alleviate the issues local residents experience with icy footpaths underfoot. The road was busy and not on a North Somerset Council winter gritting route.

The Chairman thanked the Mayoress and advised that grit bin allocations would be considered under agenda item 12.2.

373.	<p>Apologies for Absence and Notification of Substitutes</p> <p>Apologies for absence were received Councillor Holly Young together with Town Council Officers Rob Thurston (Grounds Manager) and Zoe Clements (Development Officer).</p> <p><i>Councillor Darke left the meeting at 7.10 pm and re-joined the meeting at 7.12 pm.</i></p>
374.	<p>Declarations of Interest</p> <p>There were two declarations of interest received.</p>

	<p>Councillor Roger Bailey declared an interest in agenda item 8 (Community Events - Flower Show) as he was a member of the Flower Show committee.</p> <p>Councillor James Clayton declared an interest in agenda item 12.2 (Grit Bin Allocations - Rydal Road). The property and land were owned by Alliance Homes and he was an employee of the organisation.</p> <p><i>Standing Orders: 30.2 If a member who has declared a personal interest then considers the interest to be prejudicial, he/she must withdraw from the room or chamber during consideration of the item to which the interest relates.</i></p>
375.	<p>Minutes of the Community Services Committee Meeting held on the 5th January 2015.</p> <p>The minutes of the previous meeting had been previously circulated with the agenda.</p> <p>RESOLVED: The minutes be approved and signed by the Chairman.</p>
376.	<p>To determine Grant Applications including Youth Council Grants</p> <p>376.1 To review the criteria for Small and Voluntary Grants for the financial year 2015/16.</p> <p>The Small and Voluntary Grants Criteria had been previously circulated with the agenda.</p> <p>At the last meeting of the Community Services Committee, the Responsible Financial Officer advised that the criteria were due for review. The Chairman, therefore, requested that the criteria be brought back to this committee for review and approval.</p> <p>The Finance Officer also sought clarification and guidance with the criteria for Small and Voluntary Grants and specifically criterion 21 in relation to registered charities and charities limited by guarantee. The Town Clerk advised that criterion 21 did not expressly exclude charities but did exclude companies 'limited by shares' with priority being given to small organisations. An email had been circulated to committee members to seek views on their interpretation of the criteria.</p> <p>Debate ensued on grants being awarded to local and not national charities in order to benefit Weston people. The Town Clerk offered the YMCA as an example which was a national organisation, illustrating that although an organisation could be national, their branches operated exclusively within their own area. Councillors deliberated on the importance of awarding grants to small local organisations. It was highlighted that the grant could be useful in quick starting a local organisation and that the Town Council should not be too prescriptive. There should, however, be an overarching requirement that the grant specifically benefits as many local people as possible.</p> <p>Debate ensued on the process, cash at bank and number of applications received each financial year. Small and voluntary organisations often need support in keeping afloat. There was very little money available and many were fighting for just a small amount of money, the point being that charities have other means and ways of raising funds. A proposal that applications be scrutinised quarterly was recommended. The framework</p>

of the current criteria was supported. The Town Clerk referred to criterion 7 which he considered to be most important: 'The organisation must be one that in some way benefits the local community and there must be an indication of what percentage of members/ beneficiaries are residents of Weston-super-Mare'.

PROPOSED BY: Councillor Clare Kingsbury-Bell

SECONDED BY: Councillor Roger Bailey

RESOLVED:

1. The current framework and criteria for 'Small and Voluntary Grants' be approved.
2. Grant applications be considered at alternate meetings.

376.2 Small and Voluntary Grants

The report of the Finance Officer had been previously circulated with the agenda.

Hildesheim Youth Exchange

Grant applied for: £1000

Weston's Hildesheim Youth Exchange Co-ordinator shares a bank account in the name of Weston/Hildesheim Exchange with her German counterpart. A grant had been awarded previously and for several years since 2009 as part of the youth exchange programme and had been an historical award. However, the application had not met the criteria as set for 2014/15. Accounts had not been provided.

The Town Clerk clarified the position and advised that the exchange was managed by one very committed individual. This was a valuable undertaking, benefitting many young people in the town. It was important that the exchange continues to be financially supported. Information from last year's expenses indicates that funding was used to pay for, for example, bus passes for all exchange students, activities, lunches and welcome packs.

The Finance Officer advised that accounts were required for all grant applications and it was not clear who managed the Hildesheim Youth Exchange Bank Account.

Debate ensued on how to continue to support the Youth Exchange and it was suggested that the Youth Council could fund this.

PROPOSED BY: Councillor Clare Kingsbury-Bell

SECONDED BY: Councillor Peter Fox

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

RESOLVED:

1. The Hildesheim Youth Exchange grant application be referred to the Youth Council for consideration, advising that members of the Community Services Committee would approve an award of a £1000 which is above the £500 maximum award permitted by the Youth Council.
2. More formal and ongoing financial support for the Hildesheim Exchange be considered by the Expenditure and Governance Working Party.

	<p>North Somerset Macular Disease Society Grant applied for: £800 Under power: Local Government Act 1972 section 137</p> <p>The Finance Officer advised that having checked the Society's application and although they had provided Bank Statements as of 30th September 2014, the Society had not yet submitted a set of accounts. The Society was a registered charity under a 'larger umbrella' and the grant would be used to continue the support to the group in Weston in relation to rent, overheads, activities and outings.</p> <p>Debate ensued.</p> <p>A vote was taken and carried. Accordingly it was:</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. The grant of £800 be awarded with the proviso that the North Somerset Macular Disease Society submit a full set of accounts. 2. The Society be advised that members of the committee prefer the grant to be expended on a specific activity rather than overheads.
377.	<p>Uphill Village Society – Donkey Field</p> <p>The Town Clerk's report had been previously circulated with the agenda.</p> <p>The Town Clerk advised that in the last week he had received notification from Uphill Village Society who having sought support from the Town Council in the management of the donkey field, had reconsidered their position. The Ward Councillor confirmed the situation and in doing so thanked the Town Clerk for his report.</p> <p>RESOLVED: It be noted that that Uphill Village Society will manage the 'Uphill Donkey Field' via the Woodland Trust without assistance from the Town Council.</p>
378.	<p>References from other Committees</p> <p>378.1 Weston In Bloom</p> <p>The notes of Weston In Bloom held on the 1st December 2014 (approved) and 4th February 2015 (unapproved) had been previously circulated with the agenda.</p> <p>Members were advised of the retirement of two long serving members of Weston-in-Bloom.</p> <p>PROPOSED BY: Councillor Clive Webb SECONDED BY: Councillor Clive Darke</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. Mr and Mrs Filer be formally thanked by the Town Council for their commitment to Weston-in-Bloom over the years. 2. The Mayor be contacted with a request to consider the presentation of a civic

	<p>award to Mr and Mrs Filer for their services to WIB and the Town Council.</p> <p>3. The notes be received and noted.</p> <p>378.2 Allotment Management Sub –Committee</p> <p>The minutes of the Allotment Management Sub-Committee held on the 1st December 2014 (approved) and 4th February 2015(unapproved) had been previously circulated with the agenda</p> <p>RESOLVED: The minutes be received and noted.</p> <p>378.3 Notes of the Museum Working Party</p> <p>The notes of the Museum Working Party held on the 13th January 2015 (approved) and 4th February 2015 (unapproved) had been previously circulated with the agenda.</p> <p>Councillor Crockford-Hawley, Chairman of the Museum Working Party, was in attendance to inform members of the successful Heritage Lottery Fund (HLF) bid for the refurbishment of Weston Museum. The Town Council had been awarded £1,096,000 for the project, having originally requested £750,000. The whole project was expected to cost £1.5 million in total. The shortfall would be met mainly by the Town Council. He reported the progress of the project, advising that the Museum would be closed for two years and that the additional projects planned would follow in time. He thanked all those who had worked so hard to achieve the success of the HLF bid which included the architects, surveyor, designers and also Somerset Council.</p> <p>A Press Release had been circulated to local and national newspapers.</p> <p>The Chairman and members of the Community Services Committee formally gave their congratulations.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. Councillor John Crockford-Hawley and the HLF Museum Working Party be formally thanked for their outstanding contribution to the success of the HLF bid. 2. That the notes be received and noted. <p><i>Councillor John Crockford-Hawley left the meeting at 8.15 pm</i></p>
379.	<p>Management Reports</p> <p>379.1 Youth Services</p> <p>The report of the Operations Manager, YMCA had been previously circulated with the agenda.</p> <p>RESOLVED: The report be received and noted.</p> <p>379.2 The Blakehay Theatre</p> <p>The report of the Theatre Manager had been previously circulated with the agenda.</p>

	<p>RESOLVED: The report be received and noted.</p> <p>379.3 Cemeteries and Allotments</p> <p>The report of the Grounds Manager had been previously circulated with the agenda.</p> <p>RESOLVED: The report be received and noted.</p> <p>379.4 Weston Museum</p> <p>The report of the Museum Supervisor had been previously circulated with the agenda and another report was tabled.</p> <p>In response to the HLF bid's success and the imminent closure of Weston Museum, the Museums Supervisor had requested in her additional report that winter opening times continue until the Museum's closure.</p> <p>PROPOSED BY: Councillor Peter Fox SECONDED BY: Councillor Roger Bailey</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. The continuation of winter opening times be approved until the 18th April 2015 when the Museum closes for refurbishment. 2. The report of the Museum Supervisor be received and noted.
380.	<p>Community Events</p> <p>The report of the Community and Grounds Administrator had been previously circulated with the agenda. £4000 was held in the Community Events' budget for the financial year 2015/16.</p> <p>380.1 Poppy Picnic</p> <p>The Community and Grounds Administrator together with a representative from the Royal British Legion had put forward a proposal to hold a joint event. The Poppy Picnic was a new initiative introduced by the British Legion. However, the date chosen 'clashed' with the Town Council's event the 'Big Lunch' which had already been approved by Community Services Committee and scheduled for the 6th June 2015. It was proposed that the 'Big Lunch' event be allied to the 'Poppy Picnic' and the £1000 already approved for the 'Big Lunch' be transferred and endorsed to support the joint event under the heading 'Poppy Picnic'. The Poppy Picnic would also coincide with the anniversary of the D Day invasion on the 6th June 1944.</p> <p>Debate ensued.</p> <p>PROPOSED BY: Councillor Clive Darke SECONDED BY: Councillor Peter Fox</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. The Poppy Picnic event be approved for the 6th June 2015.

2. The £1,000 approved from the Community Services Events' budget 2015/16 for the 'Big Lunch' be transferred and endorsed to support the 'Poppy Picnic'.

Councillor Roger Bailey having made a declaration of interest under agenda item 2, left the meeting at 8.20 pm for the duration of debate on the subject of the proposed Flower Show.

Councillor Peter Fox left the meeting at 8.20 pm and rejoined the meeting at 8.23 pm.

308.2 Flower Show

A Flower Show was proposed as a joint event between Weston in Bloom (WIB) and the Horticultural Society. The Community and Grounds Administrator presented her report and outlined the advantages in holding a joint event which would showcase WIB's work in the town.

RESOLVED:

1. The Flower Show event be approved for the 8th August 2015.
2. £1000 from the Community Services events budget 2015/16 be approved and endorsed to support the Flower Show.

The Community and Grounds Administrator reported on Weston's Got Talent which went very well, photos of the winner and other contestants having been tabled. All were in agreement that the third community event remain a youth event.

RESOLVED:

1. A Youth Event be approved for a date and time to be decided.
2. £1000 from the Community Services events' budget 2015/16 be approved and endorsed to support the Youth Event.

The Town Clerk reiterated that it took time to set up events and it was helpful to have specific proposals ahead of time. There was a budget of £4000, £3000 of which had now been approved for allocation equating to £1000 for each event, the Poppy Picnic, Flower Show and Youth Event. A suggestion was put forward for another community event to mark the ascension of Queen Elizabeth II as she was now the longest serving monarch and it was a time in history.

Councillor Jan Holloway was in attendance to report on Armed Forces Day 2014 and the status of the 2015 event including a change of format and a request for councillors to volunteer and accompany VIPs to the Drumhead Service. Armed Forces Day 2015 had been scheduled for Saturday the 21st June 2015 with Weston Air Day scheduled for Sunday the 22nd June 2015.

RESOLVED:

1. Councillors be contacted after the local elections in May regarding volunteering to accompany VIPs on Sunday 22nd June 2015 from the Tropicana at 3.00 pm to the Royal Hotel for the 4.00 pm Drumhead Service.
2. The website address for the Armed Forces Day be circulated to all councillors by the Town Clerk's secretary.
3. It be noted that the Deputy Town Mayor cannot attend the Air Festival and

	<p>Armed Forces Day on the 21st/22nd June 2015 due to a clash of dates.</p> <p><i>Councillor Jan Holloway, the British Legion representative, and the Communities and Grounds Administrator left the meeting at 8.40 pm.</i></p> <p><i>Councillor Hitchins left the meeting at 8.40 pm and returned at 8.43 pm.</i></p>
381.	<p>Hutton Moor Allotments – Alternative access</p> <p>The Town Clerk had tabled a letter from the Town's Surveyor which included a drawing that sketched out the provisional position of the new access proposed by North Somerset Council.</p> <p>The Chairman of the Allotment Management Sub-Committee reported that on site meetings had taken place with North Somerset Council to initially consider the Town Council's proposals for an alternative access to Hutton Moor Allotments. However, North Somerset Council proposed their own options for consideration, the intention being to enter the allotments through a new set of double gates located by the middle car park of Hutton Moor Leisure Centre with a track running alongside the existing sports pitch before turning through the existing berm and either entering the car park or adjacent to the mini roundabout.</p> <p><i>Councillor James Clayton left the meeting at 8.50 pm and returned at 8.52 pm.</i></p> <p>Debate ensued during which it was recognised that although badger resistant repairs had been considered, badger activity was not likely to disappear and the repair of the undermined bridge and original access to the allotments was not sustainable.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. To approve an alternative access to Hutton Moor Allotments as proposed by North Somerset Council. 2. North Somerset Council be advised of the Town Council's resolution and await their response. 3. Procurement be progressed within budget on approval by North Somerset Council for the alternative access.
382.	<p>Museum's accreditation application</p> <p>A hardcopy of the HLF Forward Plan was tabled and had been previously circulated electronically by email to all members of the committee.</p> <p>RESOLVED: The Forward Plan be noted and approved.</p>
383.	<p>Street Naming and Numbering</p> <p>North Somerset Council's numbering and road naming schedule SNN3105 had been previously circulated with the agenda.</p> <p>Committee members were advised that Councillors Crockford-Hawley and Fox had approved the use of the street name Gardener Close for the development at West Wick. The Chairman's delegated decision was that of approval and North Somerset</p>

	<p>Council were subsequently informed. The name Gardener was a name acquired from the Town Council's approved list of 50 Vicars of Worle.</p> <p>RESOLVED: The allocation of the street name Gardener Close be noted for the new development at West Wick.</p>
384.	<p>Grit Bins</p> <p>384.1 Grit Bin Policy and Criteria Review</p> <p>The report of the Town Clerk had been circulated with the agenda.</p> <p>At the last meeting, questions had been raised on the status of the current criteria which had been approved four years previously. As a result the Chairman requested that the criteria be reviewed.</p> <p>Debate ensued.</p> <p>PROPOSED BY: Councillor Roger Bailey SECONDED BY: Councillor Clive Webb</p> <p>RESOLVED: The criteria be amended to read: <i>The grit bin would be value for money and benefit a large number of people by being on a well used road <u>or</u> on a hill or slope.</i></p> <p>354.2 Allocation of Grit Bins</p> <p>Severn Road</p> <p>Details of the grit bin request for the junction of Severn Road and Whitecross Road had been previously circulated with the agenda.</p> <p>There was much support from the Ward Councillor for this grit bin request which had already been rejected because the location had not met the current criteria and was not considered a priority. However, with supporting evidence and debate, it was agreed that the circumstances warranted the approval of a grit bin in the location proposed by the Mayoress.</p> <p>RESOLVED: The grit bin request for Severn Road be approved and the grit bin ordered.</p> <p>Rydal Road</p> <p>Details of the grit bin request for Rydal Road had been previously circulated with the agenda.</p> <p>The proposed location was on privately owned land and the property was owned by Alliance Homes. Through the Chair and adhering to Standing Order 28.2, committee members were advised by a non-committee member that if a grit bin was allocated by the Town Council, North Somerset Council would not supply the grit because the bin was on privately owned land.</p> <p>Debate ensued during which concerns were expressed on the difficulties experienced</p>

	<p>by the resident who requested the grit bin.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. The grit bin request for Rydal Road be refused. 2. A letter be sent to Alliance Homes to voice the committee's concern on the issues raised about the walkway/ramp in icy conditions at the property located at Rydal Road. Ward Councillors to receive a copy of the letter.
385.	<p>Dog Bins</p> <p>As requested at the Community Services Committee meeting on the 10th November 2014, the revised list of dog bin requests had been circulated.</p> <p>Members were advised of the new contract entered into for emptying 42 Town Council dog bins. There was currently no available surplus budget for further dog bin requests. However, eight dog bins were stored at Grove House. These dog bins had been removed from their locations in the town as a result of a review.</p> <p>Debate ensued on the issues that arise when dog bins were not available to the public for their dogs, and although the powers of 'Enforcement Response' and fines were likely to be applied shortly in the district, it was suggested that this was hard to implement and would not have the desired effect on the culprits who did not dispose of their dog's waste appropriately.</p> <p>In relation to the revised list of outstanding requests for dog bins, it was proposed that the eight dog bins currently stored by the Town Council be allocated. The Finance Officer pointed out that the installation of a further eight dog bins in the town would incur an overspend on the dog bin emptying budget. Approval for the overspend would need to be sought from and the Policy and Finance Committee.</p> <p>PROPOSED BY: Councillor Clive Darke SECONDED BY: Councillor Clare Kingsbury-Bell</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. Eight dog bins be allocated from the requests received to-date. 2. The selection of locations be delegated to the Chairman and Vice Chairman of the Community Services Committee following consultation of Ward Councillors. 3. The resulting overspend on the dog bin emptying budget be referred to the next Policy & Finance Committee meeting for approval.
386.	<p>CCTV Provision</p> <p>386.1 CCTV Incidents Summary Reports</p> <p>The summary reports for December 2014 and January 2015 had been previously circulated with the agenda. All reports were in colour as resolved at the last meeting.</p> <p>RESOLVED: The CCTV Incidents Summary Reports be received and noted.</p> <p>386.2 North Somerset Council's CCTV Log Books</p>

	<p>The reports to-date for individual wards had been circulated by email.</p> <p>RESOLVED: The reports and information be received and noted.</p> <p>386.3 CCTV Cameras and Financial Contributions</p> <p>RESOLVED: The response from North Somerset Council be received and noted.</p>
	<p>There being no further business, the Chairman closed the meeting at 9.25 pm</p> <p>Signed: Dated: Chairman</p>