

**WESTON-SUPER-MARE TOWN COUNCIL
COMMUNITY SERVICES COMMITTEE
MEETING HELD ON MONDAY 1ST SEPTEMBER 2014
AT GROVE HOUSE**

Meeting Commenced: 7.00 pm

Meeting Concluded: 8.35 pm

PRESENT: Councillors Lisa Pilgrim (Chairman), Raymond Armstrong, Mark Canniford (S), Peter Crew (S), Clive Darke, Peter Fox, Keith Morris (S), Robert Payne (S) and Alan Peak.

IN ATTENDANCE: Councillor John Crockford-Hawley, Malcolm Nicholson (Town Clerk), Helen Morton (Finance Officer), Samantha Middlemiss (Committee Officer), Kevin Lilwall (Senior Youth Work Lead, Weston-super-Mare YMCA) and Bethan Evans (Weston Mercury).

176	<p>Apologies for Absence and Notification of Substitutes</p> <p>Apologies for absence were received from Councillors Roger Bailey, David Hitchins, Claire Kingsbury-Bell, Simon Stokes, Rose Warwick and Holly Young.</p> <p>Councillor Roger Bailey was substituted by Councillor Keith Morris Councillor David Hitchins was substituted by Councillor Peter Crew Councillor Claire Kingsbury-Bell was substituted by Councillor Mark Canniford Councillor Simon Stokes was substituted by Councillor Alan Peak Councillor Holly Young was substituted by Councillor Robert Payne</p>
177	<p>Declarations of Interest</p> <p>There were no declarations of interest received.</p>
178	<p>Minutes of the Community Services Committee Meeting held on the 14th July 2014</p> <p>The minutes of the previous meeting had been previously circulated with the agenda.</p> <p>The Vice Chairman's casting vote on page 5, 137.2 Worlebury Residents Association was queried and it was clarified by the Town Clerk that this was a legal decision as per <i>Standing Order 6.3</i>.</p> <p>RESOLVED that: The minutes be approved and signed by the Chairman.</p>
179	<p><i>At this point in the meeting, the Chairman brought forward agenda item 6 - Weston Museum.</i></p> <p>Weston Museum</p> <p>179.1 HLF Bid</p> <p>The Town Clerk's report had been previously circulated with the agenda which recommended that the Committee approve all documentation previously agreed by the Museum Working Party and to recommend to the Town Council the submission of the stage 2 grant application in November.</p> <p>The Town Clerk advised that this was the last opportunity for the Committee to consider the project before submission to the HLF.</p>

The Chairman invited the Chairman of the Museum Working Party to report anything in addition to the Town Clerk's report and answer any questions raised by the Committee.

The Chairman of the Museum Working Party reported that the project was working very well with all parties working hard to achieve the success of the HLF grant. The relationship between the Town Council and Somerset County Council was excellent.

The second courtyard plan had to be excluded to save money but it was hoped that it could still be completed in the future without any impact on the new Museum. There had also been cut backs on display units in order to cut costs. However, if there was £150-200,000 available in the future, then the project could be completed in line with the desired plan. The Chairman of the Museum Working Party informed that if the Town Council succeeded in its bid for an HLF grant, it was an achievement to be proud of.

The position of the boat in the museum was questioned and the Chairman of the Museum Working Party informed that the boat had great significance as it was the last of the 'flatners' used in the Bristol Channel. There were plans to display it in a cradle on wheels so that it can be wheeled in and out.

PROPOSED BY: Councillor Peter Crew

SECONDED BY: Councillor Peter Fox

RESOLVED: To approve all documentation previously agreed by the Museum Working Party and to recommend to the Town Council the submission of the stage 2 grant application in November.

179.2 Opening Times

The Town Clerk's report was circulated at the meeting which provided average daily visitor figures for an autumn period excluding half term and recommended that the Museum closes on Sundays and after 4pm from Tuesday to Saturday with effect from 9th November 2014 to 31st March 2015.

The Town Clerk explained that he was not suggesting that the Museum closes on a Sunday all year round but just for the winter season. By doing this there would be a cost saving of over £2,000.

Debate ensued. It was highlighted that the advertising/marketing of the Museum needed addressing together with the signage around the town in order to create more awareness to draw in visitors.

The Leader endorsed the Town Clerk's report and agreed that once the Museum had reopened, the marketing and signage needed to be addressed.

The Chairman of the Museum Working Party commented that opening the Museum on a Sunday had only ever been experimental and that Weston-super-Mare was not big enough to develop the culture of bigger towns and cities where attractions were expected to open on a Sunday.

The higher visitor figures for Thursdays within the Town Clerk's report were queried for which the Town Clerk was unable to identify a specific reason.

	<p>Debate ensued on the reported visitor numbers and whether Sunday was the right day to close as opposed to a weekday. The visitor numbers were disappointing and it was questioned why the Town Council chooses to spend vast amounts of its budget on a facility that was not well used.</p> <p>The Leader advised that once the Museum had been revamped and reopened, if then in two years the visitor numbers are much the same then he may be inclined to agree with these comments</p> <p>The Town Clerk advised that the visitor numbers reported were a worst case scenario as they had been conducted in the autumn, were only figures for paying visitors, and had not included any school visits and other use by community organisations.</p> <p>The Chairman of the Museum Working Party advised that the designers were working on attractions which would make the new Museum a much more exciting place to visit.</p> <p>PROPOSED BY: Councillor Peter Crew SECONDED BY: Councillor Mark Canniford</p> <p>RESOLVED: The Museum be closed on Sundays and after 4pm from Tuesday to Saturday with effect from 9th November 2014 to 31st March 2015.</p> <p>The notes of the Museum Working Party held on the 22nd July 2014 (approved) and 18th August 201 (unapproved) had been previously circulated with the agenda.</p> <p>RESOLVED: The notes be received and approved.</p> <p><i>Councillor John Crockford-Hawley left the meeting at 7.34 pm.</i></p>
181	<p>To determine Grant Applications including Youth Council Grants The report of the Finance Officer had been previously circulated with the agenda.</p> <p>181.1 North Somerset Arts (Weston branch) Grant applied for: £1000 Under power: Local Government Act 1972 section 137</p> <p>The Finance Officer reported that the application was deferred from the last meeting on 14th July 2014 as members wanted a cost breakdown for the project.</p> <p>The grant would be for the cost of equipment hire £150, venue rental £500, marketing £100, transport £100, admin costs £200 for the Arts week 2015.</p> <p>The application had been checked.</p> <p>The bank balance as at 31st May 2014 has a credit balance of £11,000 approximately (ref Treasurer David Fairclough).</p> <p>The group was looking for help towards their new Partnership business plan. The project was to encourage residents in the South Ward area to engage in the arts, and part of their business plan was to set up art workshops and to have an Open Arts Exhibition in 2015. The group was run by local volunteers and over the last 12 months the group had seen</p>

	<p>2,342 people from Weston-super-Mare engage in arts associated events, such as holiday clubs, talent shows and art competitions.</p> <p>The Town Clerk advised that the remaining balance of the grants budget stood at £2,500.</p> <p>A suggestion was put forward that in exchange for the grant the Museum be offered as a venue in order to host their projects.</p> <p>Debate ensued.</p> <p>RESOLVED: To award this grant application the amount of £500</p> <p>181.2 Voluntary Action North Somerset (VANS)</p> <p>Grant applied for: £1000 Under power: Local Government Act 1972 section 137</p> <p>The Finance Officer advised that the application had been checked. The bank balance as at 31st March 2013 had a credit balance of unrestricted funds of £65,391 recorded through the annual accounts.</p> <p>The group was set up in 1997 as part of the Volunteer Centre in Weston-super-Mare. It currently supports 300 people through a drop-in- centre in Weston-super-Mare and the grant would be used to support the drop-in centre's running costs for 2014/2015. The group had applied to various other organisations and were awaiting replies to their submissions.</p> <p>The Leader informed that they were involved with Weston village's plans through North Somerset Council and that the Town Council utilise them to acquire volunteers for the Museum.</p> <p>The Town Clerk clarified that the Town Council did not pay VANS for their support in finding volunteers for the Museum but they were being paid by North Somerset Council for their involvement in the Weston village's plan.</p> <p>Concern regarding the balance of the grants budget was raised and debated.</p> <p>The Town Clerk confirmed that if the grant budget was spent before the end of the financial year, organisations that apply at that time would be encouraged to re apply in the next financial year.</p> <p>RESOLVED: To award this grant application the amount of £500.</p>
182	<p>References from other Committees:</p> <p>182.1 Museum Working Party</p> <p>The notes of the Museum Working Party held on the 22nd July 2014 and 18th August 2014 were noted and approved under minute no: 179/agenda item 6 – Weston Museum.</p> <p>182.2 Weston In Bloom Working Party</p>

	<p>The notes of the Weston In Bloom Working Party held on 8th July 2014 (approved), and the 5th August 2014 (unapproved) had been previously circulated with the agenda.</p> <p>The Chairman queried why the Lions had not turned up at the Floral Clock on the Weston In Bloom judging day and Councillor Darke explained that he was not aware that the Lions had been asked to attend.</p> <p>In answer to a question, the Town Clerk confirmed that the Community Events and Grounds Administrator and the Grounds Manger were continually exploring the suppliers of plants etc to achieve the best value.</p> <p>RESOLVED: The notes be received and noted.</p> <p>183.3 To receive a minute extract from the Policy & Finance Committee meeting held on 18th August 2014 – Dog Bin Policy (unapproved)</p> <p>Minute no: 164/agenda item 7 from the Policy & Finance Committee on the 18th August 2014 had been previously circulated with the agenda.</p> <p>The Chairman informed that the Committee’s views were requested for consideration by the Expenditure & Governance Working Party in the formulation of a Dog Bin Policy.</p> <p>The Leader explained that whilst the Town Council were reviewing the locations of its dog bins in order to free up some bins to meet requests, a letter from North Somerset Council had been received informing that from 2015/2016 the cost of emptying a bin would increase from £2 to £6.</p> <p>It was explained that North Somerset Council had a statutory duty to provide waste facilities.</p> <p>Debate ensued and it was the view of many Committee Members that considering the new legislation on waste collection and dual use waste bins the Town Council should convert all of its dog bins into litter bins and clearly identify this to the public.</p> <p>The Leader informed that he had on more than one occasion witnessed the same waste collection vehicle emptying both litter bins and dog bins.</p> <p>It was highlighted that the Town Council should be mindful of North Somerset Council’s future plans to replace all litter bins with recycling bins.</p> <p>RESOLVED: It be recommended to the Expenditure and Governance Working Party that all Town Council dog bins be replaced with litter bins and that the Working Party be mindful of North Somerset Council’s future plans to replace all litter bins with recycling bins.</p>
183	<p>Management Reports:</p> <p>183.1 Youth Service</p> <p>The report of the the Senior Youth Work Lead, Weston-super-Mare YMCA had been previously circulated with the agenda.</p>

	<p>The Chairman invited the Senior Youth Work Lead to present his report and answer any questions from the Committee.</p> <p>The Leader reported that he was pleased with the outcome of the transfer of the Youth Café to the YMCA and that it was all moving in the right direction.</p> <p>It was queried whether the transfer of the Youth Café service had resulted in the loss of any youth. The Senior Youth Work Lead explained that now the service had transferred to the YMCA it had become a more formal service where by more parents would accompany the youth, whereas Barcode attracted the older youth and had more of a drop in and out nature.</p> <p>Debate ensued. It was suggested that parents could be invited in to visit the facilities and encourage their children to join the YMCA.</p> <p>The Committee was pleased with the YMCA re-development and felt that it had had a good impact on the Grove Village area. It was asked whether the YMCA would continue with the Mead Vale delivery sessions and the Senior Youth Work Lead advised that they would. The YMCA were happy to continue and develop any outreach work where there was demand and that it sometimes was a case of transporting youth to a service facility rather than creating a new one.</p> <p>The Senior Youth Work Lead invited the Committee to come and visit the YMCA at any time. The Town Clerk would email the Senior Youth Work Lead's contact details to Committee Members to make an appointment to visit.</p> <p>It was commented on how well the Senior Youth Work Lead had progressed over the years benefiting the Town Council and now the YMCA.</p> <p><i>Councillor Clive Darke and the Senior Youth Work Lead left the meeting at 8.15 pm</i></p> <p>RESOLVED: The report of the Weston-super-Mare YMCA be noted.</p> <p>183.2 The Blakehay Theatre</p> <p>The report of the Manager of The Blakehay Theatre had been previously circulated with the agenda.</p> <p>RESOLVED that: The report of the Blakehay Theatre be noted.</p> <p>183.3 Grounds</p> <p>The report of the Grounds Manager had been previously circulated with the agenda.</p> <p>RESOLVED: The report of the Grounds Manager be noted.</p>
184	<p>Community Events</p> <p>184.1 Youth Event: - YMCA Summer Starter 9th August 2014</p> <p>The Senior Youth Work Lead reported that the event went very well but more work needed to be done on the awareness of the event.</p>

	<p>RESOLVED: The report of the Senior Youth Work Lead be noted.</p> <p>184.2 Weston’s Got Talent</p> <p>The Theatre Manager’s report had been previously circulated with the agenda which outlined two options for consideration. The Theatre Manager had recommended that option 1, at a cost of £1,283.51 (excluding VAT) would be the best option as it would keep the event contained within one weekend rather than spreading out the competition. This would mean not having to set up and take down twice and would also mean that there would be a continuity of flow from the acts and the audience.</p> <p>PROPOSED BY: Councillor Peter Crew SECONDED BY: Councillor Peter Fox</p> <p>RESOLVED: To approve the Theatre Manager’s recommendation of option 1 at a cost of £1283.51 (excluding VAT) to keep the event contained within one weekend.</p> <p>184.3 Picnic in the Park</p> <p>The Town Clerk apologised for the absence of a report and informed that the proposed date for the event was the 19th October 2014 in the Museum following the ‘Big Lunch’ format. There would be music played and historic fancy dress characters and the suggested name for the event was ‘The Big Lunch’.</p> <p><i>Councillor Keith Morris left the meeting at 8.20 pm</i></p> <p>RESOLVED: The event be renamed ‘The Big Lunch’ and held at the Museum on 19th October 2014.</p> <p><i>Councillor Keith Morris re-joined the meeting at 8.22 pm.</i></p>
185	<p>Public Conveniences</p> <p>The Chairman advised that residents had reported that debris and rubble had been left behind by the builders at Ashcombe Park. At Grove Park one of the toilets was out of service due to vandalism of the centre unit. The reason for the delay in the replacement of the units was due to the suppliers being based out of the area. This issue had been rectified and now a member of the John West Contracting team had been trained to repair the fascia units which should reduce the time it takes to repair the units if they were vandalised.</p> <p>It was reported that the Grove Park Café vendor said he had been threatened by a member of the public who was complaining about the toilet being out of service and as a result the vendor had cancelled all events scheduled for the park.</p> <p>Signs indicating that the toilets were closed due to vandalism had been displayed by the Town Council but this information was being removed by persons unknown. The Town Council’s contact details are, however, on permanent signage attached and displayed on all toilet blocks.</p> <p>A fault with the door locking mechanism at Uphill toilets had been reported. The Finance Officer explained that the locking mechanism had a time setting of 15 seconds between the door opening, a person entering the unit and the weighted door closing and locking</p>

	<p>automatically. If the user then checked that the door was locked, this causes the door to automatically unlock. The time setting cannot be changed as this would affect users that may be disabled or have a pushchair. The Chairman suggested that a sign in each toilet be displayed to indicate to users that after 15 seconds the door locks automatically.</p> <p>The Leader informed that the issue of people sleeping in the toilets was being addressed in conjunction with the Street Wardens.</p> <p>The Finance Officer advised that a key for the toilets could not be released as it was a master key and had access to the back of the coin boxes.</p> <p>RESOLVED: That signage be displayed to advise users of the 15 second delay between entering the unit and the weighted door closing and locking automatically.</p>
186	<p>CCTV Provision</p> <p>186.1 CCTV Review and findings of North Somerset Council</p> <p>The Town Clerk verbally reported that the CCTV review was still ongoing. There was a desire to use more fibre optic connections and that businesses were being asked to contribute to cameras in their area. The Town Council was charged for CCTV in terms of the cameras and equipment but not for the operation of the control room and the Town Clerk advised the Committee to consider this in budget setting for the following year.</p> <p>The Leader informed that he had asked for a report on all camera activity to establish whether any could be moved and had suggested that a fair way of dividing the cost of the CCTV control room operation between authorities would be to charge per camera. Any new installations would be fibre optic which would decrease the cost.</p> <p>RESOLVED: That the position be noted.</p> <p>186.2 CCTV Incidents Summary Reports</p> <p>The CCTV incident summary reports to-date were previously circulated with the agenda.</p> <p>RESOLVED: That the CCTV incident summary reports to-date be noted and that a coloured copy of the reports be available to view at future meetings.</p> <p>186.3 North Somerset Council's CCTV Log Books</p> <p>CCTV log books for individual Wards had been previously circulated by email to Committee Members.</p> <p>RESOLVED: All reports be received and noted.</p>
	<p>There being no further business, the Chairman closed the meeting at 8.35 pm.</p> <p>Signed: Dated: Chairman</p>