

**WESTON-SUPER-MARE TOWN COUNCIL
COMMUNITY SERVICES COMMITTEE
MEETING HELD ON MONDAY 5th SEPTEMBER 2016
AT GROVE HOUSE**

Meeting Commenced: 7.00 pm

Meeting Concluded: 8.05 pm

PRESENT: Councillors Roger Bailey (Chairman), Ray Armstrong, Mark Canniford, Sarah Codling, James Davis, David Hitchins (S), Peter Fox (S), Steven Kane, Len Purnell, Richard Tucker, Martin Williams (S),

IN ATTENDANCE: Malcolm Nicholson (Town Clerk), Sally Heath (Theatre Manager), , Zoe Scott (Community and Grounds Administrator), Kevin Lillwall (Senior Youth Lead Worker), Tricia Brabham (Communications Officer), and Sarah Robinson (Weston Mercury).

102.	<p>Apologies for Absence and Notification of Substitutes</p> <p>Apologies for absence had been received from Councillors Michal Kus, Clive Darke, Steven Kane and James Clayton.</p> <p>Councillor Michal Kus was substituted by Councillor Martin Williams Councillor Clive Darke was substituted by Councillor Peter Fox Councillor Steven Kane was substituted by Councillor David Hitchins</p> <p>RESOLVED: That apologies be received and noted.</p>
103.	<p>Declarations of Interest (<i>Standing Order No:30</i>)</p> <p>There were no Declarations of Interest received.</p>
104.	<p>Minutes of the Community Services Committee Meeting held on the 4th July 2016.</p> <p>RESOLVED: That the minutes be approved and signed by the Chairman.</p>
105.	<p>References from other Committees</p> <p>105.1 Weston in Bloom Working Party</p> <p>The notes of the Weston In Bloom Working Party held on the 19th July 2016 (approved) and 9th August 2016 (unapproved) had been previously circulated with the agenda.</p> <p>The Town Clerk advised members that the In Bloom awards announcement would be on the 6th October 2016.</p> <p>The Community and Grounds Administrator advised members that due to disease the hanging baskets in the town would be removed shortly.</p> <p>RESOLVED: That the notes be received and noted.</p> <p>105.2 Museum HLF Working Party</p> <p>The notes of the HLF Working Party held on 28th July 2016 (approved) 18th August</p>

	<p>2016 (unapproved) had been previously circulated with the agenda.</p> <p>The Town Clerk advised members that the first set of blocks in the Buy-A-Block were almost sold out.</p> <p>RESOLVED: That the notes be received and noted.</p>
106.	<p>Management Reports</p> <p>106.1 Youth Services</p> <p>The report of the Senior Youth Lead Worker had been previously circulated with the agenda.</p> <p>The Senior Youth Lead Worker summarised his report and advised members that a recent session for home schooled children run by the museum at the YMCA had been very successful.</p> <p>When questioned the Senior Youth Lead Worker advised members that they had trouble recruiting but that they now had six new members and were going to Worle and Priory Schools as well as the Scouts to talk to them.</p> <p>The Chairman thanked the Senior Youth Lead Worker and noted how positive youth services looked.</p> <p>The Town Clerk advised members that the Mayor's Macmillan Coffee Morning would be at the YMCA. The Senior Youth Lead Worker advised that the YMCA was also being used for the Christmas Lights Switch On event as the Blakehay Theatre was already booked that night.</p> <p>RESOLVED: That the report be received and noted.</p> <p>106.2 Blakehay Theatre</p> <p>The report of the Theatre Manager had been tabled at the meeting.</p> <p>The Theatre Manager advised members that Sunshine Productions had been the resident production company at the Blakehay Theatre for the last 12 months. The agreement was due for renewal in September 2016. Sunshine Production had shows booked until the end of 2016 and provisionally for 2017.</p> <p>The Town Clerk advised members that the theatre had previously had the Blakehay Players as a resident production company but they had folded a few years previously. It had been the Committee's wish to have a resident production company to help establish the theatre and bring in new people. Sunshine Production had brought high quality shows to the theatre including well-known names like Anita Harris. The Town Clerk recommended that, although the term of the agreement would not be legally binding, the residency be approved for three years.</p> <p>In response to questions the Theatre Manager advised that Sunshine Productions had been informed of the planned alterations to the interior of the theatre and were excited about them and willing to work with the Council through the works.</p> <p>A member requested a get out clause be included in the agreement to protect the Council. The Town Clerk agreed to do this.</p>

Debate ensued on the variation in ticket sales and bar receipts. The Anita Harris show had only sold 73 tickets but had taken over £539 at the bar. The Theatre Manager advised that some shows tended to have higher drink sales than others. The Anita Harris show had been interrupted by a fire alarm which enabled customers to buy another drink when they returned to the theatre which helped explain the high bar takings.

PROPOSED BY: Councillor Peter Fox

SECONDED BY: Councillor Len Purnell

RESOLVED: That Sunshine Productions become the Resident Production Company at the Blakehay Theatre for a further 3 year period, with effect from the end of September 2016.

Turning to other matters of report, the Theatre Manager advised members that the ongoing issues with credit cards had been progressed. Horizon, the company that provided the network and phone lines had visited the Blakehay and identified the slow connections being due to the credit card machines not being wired into the network. Horizon had recommended one credit card machine in the box office and two at the bar being connected to the network and would provide a quote for the work.

The Theatre Manager informed members that a new Front of House Supervisor had been appointed, the new What's On guide had been published, and that the Youth Musical Theatre Company wanted to use the Upper Studio every Tuesday night.

The Theatre Manager advised members that there were concerns about child cast members and audience members becoming ill due to the heat in the auditorium. Options for cooling the auditorium were being investigated in consultation with Town Council surveyor, Steve Matthews, but asbestos concrete roof tiles were causing complications in finding a solution.

RESOLVED: That the report be received and noted.

106.3 Grounds Service Management Report

The report of the Grounds Manager had been previously circulated with the agenda.

The Town Clerk advised members that progress had been made in dealing with the badgers at Hutton Moor Road causing damage to the track. A licence for the work had been received from Natural England and the badgers had been humanely excluded by a specialist approved contractor. Work had been undertaken in the summer months so there had been no cubs trapped underground in the setts.

RESOLVED: That the report be received and noted.

Kevin Lillwall, Senior Youth Lead Work left the meeting at 7.38pm.

106.4 Weston Museum

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

The Town Clerk advised members that the former Museum Supervisor had changed role to Museum Learning and Events Officer; so the Responsible Financial Officer

	<p>would lead the project until March 2017. A Visitor Services Manager would be appointed next spring. In response to question the Town Clerk advised that the Learning and Events Officer role was funded by the Heritage Lottery Fund. The previous Museum Supervisor role had been funded by the Town Council and the Town Council would instead fund the Visitor Services Manager role.</p> <p>The Town Clerk advised that the Viking Weekend had been affected by the weather so the Sunday had been cancelled. The suitability of the Beach Lawns for this type of event was discussed.</p> <p>The Chairman noted the involvement of the Museum with North Somerset Dementia Action Alliance.</p> <p>RESOLVED: That the report be received and noted.</p>
<p>107.</p>	<p>Events</p> <p>The report of the Community and Grounds Administrator had been previously circulated with the agenda.</p> <p>The Community and Grounds Administrator advised members that the Flower Show had gone very well and had been very popular and suggested the event had the potential to run over two days. Holding the event in the Town Square had attracted shoppers.</p> <p>Debate ensued. A member suggested that the second day could involve the Blakehay Theatre and Sunshine Productions.</p> <p>The Chairman, who was also a member of the Horticultural Society advised members that the society had ageing members and had struggled to cover the event, and warned that next year could be the last.</p> <p>It was suggested that the Flower Show be raised with the Events Working Party.</p> <p>RESOLVED: That the report be received and noted.</p>
<p>108.</p>	<p>Blakehay Theatre Review</p> <p>The Town Clerk informed members that the latest the work would be undertaken would be June 2017 as recommended by the Theatre Manager so as not to disrupt bookings although an earlier date was being looked for. The procurement process had started and the Expressions of Interest advert had been published. Changes to the procurement regulations meant that all applications which met basic requirements would be considered, whereas previously formal quotations could be limited to a pre-set number. The Expression of Interest period opened on the 26th August and would close on the 16th September.</p> <p>The Town Clerk advised members he had met with the RAFA Band. They were disappointed at having to vacate the store room but had been informed that their hire cost would be reduced and then fixed for three years. The Town Clerk was awaiting a response from the RAFA Band.</p> <p>RESOLVED: That the report be noted.</p>

<p>109.</p>	<p>Public Conveniences</p> <p><i>Councillor Martin Williams declared a non-pecuniary interest in the discussion on Public Conveniences. Councillor Williams owns the company contracted with cleaning of the toilets.</i></p> <p>The Town Clerk advised members that the provision of sharp boxes in public toilets had been discussed by the Policy and Finance Committee. Since the appointment of new contractors cleaning had improved and the toilets were being treated better. Policy and Finance Committee had therefore resolved that sharp boxes would not be installed at this time.</p> <p>A member advised that sharp boxes were carried by the cleaning vans but not many needles were collected. The blue lights installed at Locking Road and Grove Park toilets had largely stopped drug taking at these sites.</p> <p>RESOLVED: That the report be noted.</p>
<p>110.</p>	<p><i>The Theatre Manager and the Community and Grounds Administrator left the meeting at 8pm.</i></p> <p>Dog Bins</p> <p>The report of the Secretary to the Town Clerk had been previously circulated with the agenda.</p> <p>The application related to a request that dog bin 64 be relocated to the other side of Shrubbery Park. The cost of moving the dog bin would be £275 +VAT.</p> <p>A member advised that the Shrubbery Group who submitted the application were very active and the bin in its current location can be missed and not emptied. Access to the bin would be much easier in the proposed location.</p> <p>A vote was taken and carried. Accordingly it was:</p> <p>RESOLVED: That dog bin 64 be relocated to a location close to the South West entrance to Shrubbery Park.</p>
	<p>There being no further business, the Chairman closed the meeting at 8.05 pm</p> <p>Signed: Dated:</p> <p>Chairman</p>