

**WESTON-SUPER- MARE TOWN COUNCIL
MINUTES OF THE COMMUNITY SERVICES COMMITTEE
HELD AT GROVE HOUSE ON
MONDAY 14th JANUARY 2019**

Meeting Commenced: 7.00 pm

Meeting Concluded: 8.02 pm

PRESENT: Councillors Roger Bailey (Chairman), Ray Armstrong, James Clayton, Robert Cleland, Sarah Codling, James Davis, Peter Fox, Jos Holder and Clive Webb.

ALSO IN ATTENDANCE: Councillor Marc Aplin, Malcolm Nicholson (Town Clerk), Samantha Bishop (Committee Officer), Matthew Hardy (Visitor Services Manager), Sally Heath (Theatre Supervisor), Zoe Scott (Community and Grounds Administrator) and Kevin Lilwall (Operations Manager YMCA)

The Chairman invited any addressed from parishioners present.

291	<p>Apologies for Absence and Notification of Substitutions</p> <p>Apologies for absence were received from Councillors Mark Canniford and Denise Hunt with no substitutions.</p> <p>RESOLVED: That the apologies be received and noted.</p>
292	<p>To receive Declarations of Interest</p> <p>There were no declarations of interest received.</p>
293	<p>To approve the accuracy of the minutes of the Community Service Committee meeting held on the 12th November 2018.</p> <p>The minutes of the last meeting had been previously circulated with the agenda.</p> <p>PROPOSED BY: Councillor James Davis SECONDED BY: Councillor Peter Fox</p> <p>RESOLVED: That the minutes be approved and signed by the Chairman as a true record of the meeting.</p>
294	<p>References from other Committees</p> <p>294.1. Minutes of Weston In Bloom Working Party 30th October 2018 (unapproved)</p> <p>The minutes had been previously circulated with the agenda.</p> <p>RESOLVED: That the minutes be received and noted.</p> <p>294.2 Minutes of the Museum and Heritage Sub Committee 6th December 2018 (unapproved)</p> <p>These were available at the meeting due to obtainment of the Chairman's approval.</p> <p>The success of the Alfred Leete exhibition was noted.</p>

	<p>RESOLVED: That the minutes be received and noted.</p> <p>294.3 Minutes of the Allotment Management Sub Committee 4th December 2018 (unapproved)</p> <p>The minutes had been previously circulated with the agenda.</p> <p>The Chairman of the Allotment Management Sub Committee enquired as to the status on the replacement of the Grounds Manager. The Chairman of the Personnel Committee advised that the position had received a poor response and so was still being advertised with a closing day of 25th January.</p> <p>RESOLVED: That the minutes be received and noted.</p>
295	<p>Management Reports</p> <p>295.1 Youth Services</p> <p>The report of the Operations Manager – WSM YMCA had been previously circulated with the agenda.</p> <p>The Chairman asked if a location for the Apple Youth Project had been sourced to which the Operations Manager reported there hadn't and was working with the owner of the Wharf Café.</p> <p>A member offered to take the suggestion of the Bournville Boxing Club reporting their figures to the YMCA for inclusion within their report at the next meeting.</p> <p>The Chairman asked for an update on the communication of Youth Council meetings to which a member and Youth Champion informed that the communication around meetings was hoped to be resolved now and that meetings were taking place on the 2nd Tuesday of the month which had been communicated to members.</p> <p>RESOLVED: That the report of the Operations Manager- YMCA be noted.</p> <p>295.2 The Blakehay Theatre</p> <p>The report of the Theatre Manager had been previously circulated with the agenda.</p> <p>The Chairman was sad to hear of the late passing of Peter Lee a former employee of the Theatre. He was well regarded and would be sadly missed. The Theatre Manager advised that a social media statement was released on behalf of the Theatre.</p> <p>The Theatre Manager reported that the Sensory grant would be submitted at the end of the month with the hope of hearing success by April/May.</p> <p>The Chairman queried the 5 year contract to which the Theatre Manager reported that it was a company interested in hiring and required a 5 year lease for a franchise.</p> <p>Members noted that May's bookings were looking very busy.</p> <p>RESOLVED: That the report of the Theatre Manager be noted.</p> <p>295.3 Weston Museum</p> <p>The report of the Visitor Services Manager had been previously circulated.</p> <p>The Chairman queried the numbers of the Archeological club to which the Visitor Services Manager advised there were approximately 15-20 with plans to relaunch with the Rusty Clubs.</p>

	<p>In answer to a question regarding the exhibit that had been loaned by the British Museum since November the Visitor Services Manager explained that this could not be advertised until official clearance from the British Museum had been received. A Press Release was in the process of being created ready for release.</p> <p>There was an increase in the recruitment of volunteers as a result of an induction day and another one was booked for a few weeks' time.</p> <p>Members were encouraged to visit the Spinning Tops and Space Hoppers exhibition replacing the Alfred Leete exhibition at the end of the week.</p> <p>RESOLVED: That the report of the Visitor Services Manager be noted.</p> <p>295.4 Grounds</p> <p>The report of the Grounds Manager had been previously circulated with the agenda.</p> <p>The Community and Grounds Administrator confirmed that there had been no vandalism at any toilet sites since before Christmas. The main issues reported were blockages at Grove Park and Locking Road.</p> <p>Purchases of memorial plots at the Cemetery were very busy and areas for test digs for possible burial plots had been identified.</p> <p>The Town Clerk informed that he had written to the Department of Justice regarding the reuse of burial plots over 100 years' old.</p> <p>Discussion in relation to exclusive right of burial ensued and the Community and Grounds Administrator explained how it worked.</p> <p>The Chairman highlighted the Health and Safety issue raised at Bournville Allotments and that it had been resolved by the Policy and Finance Committee that the Allotment Club be instructed to remove the play equipment at Bournville Allotments.</p> <p>RESOLVED: That the report of the Grounds Manager be noted.</p> <p><i>The Visitor Services Manager, Theatre Manager and Operations Manager left the meeting at 7.34 pm.</i></p>
296	<p>Community Events</p> <p>The report of the Community and Grounds Administrator had been previously circulated with the agenda.</p> <p>Debate ensued. The Committee approved the leaflets that had been supplied free of charge and requested that some posters be created for display on the noticeboards. The Community and Grounds Administrator agreed to get some posters developed.</p> <p>It was reported that social media advertising of the event was working well.</p> <p>The Community and Grounds Administrator ran through the tickets sales for each event and anticipated a flurry of purchases just before the events. She was pushing sales as much as possible.</p> <p>Members were encouraged to support the event in their capacity as Town Councillors.</p> <p>The Community and Grounds Administrator apologised that she would be absent at the next meeting but would provide a detailed report on the event.</p>

	<p>The Chairman thanked the Community and Grounds Administrator for her work on the event.</p> <p>RESOLVED: That the report of the Community and Grounds Administrator be noted.</p>
297	<p>Dog Bin Emptying Contract</p> <p>The report of the Town Clerk was circulated at the meeting.</p> <p>The Town Clerk gave the historic background on the dog bin emptying arrangements and contracts and when a contract was awarded to Bin-It Ltd in 2015 and expiring in 2018.</p> <p>The contract was largely carried out for the first three years and given the then lack of alternative providers members had twice agreed to extend the contract for a period of six months, to 31st March 2019.</p> <p>However, there had been serious problems throughout 2018 with missed collections in March and July. Overall, officers believed that 17 collections had been missed including a complete cessation of service after one collection at the beginning of December. In addition, it had become impossible to contact Bin-It to find out what was happening, their office number became unobtainable and emails to the owner and office manager were not being replied to.</p> <p>Unemptied dog bins quickly become a health hazard as dog owners continue to pile up bags of dog waste, in, on and around them. Emergency arrangements had therefore had to be made with North Somerset Council for Glendale to empty the worst bins. In these circumstances the Town Clerk had given notice to Bin-It to terminate their contract.</p> <p>Unfortunately, Glendale appeared to currently have limited capacity to provide a complete service. Very few companies were able or willing to provide this service which required a high level Waste Licence and a disposal arrangement. However, the Town Clerk was pleased to advise that at the time of writing the report he had been able to obtain three quotations.</p> <p>Details of the quotations were circulated on red paper for the Committee's consideration. The lowest quotation was from Greenways Grounds Maintenance.</p> <p>The Town Clerk advised that Greenways was a local company based in Bleadon and was already doing bin emptying for other parish councils. All three quotations were below the tender threshold and Greenways' quotation was for review after three months so the Committee had the right to award the contract.</p> <p>In answer to a question whether the Council had been able to obtain any feedback from other Councils on using contractor 1 of the report the Town Clerk advised it had not. Greenways would provide a usage analysis after three months and had advised that if other contacts were secured locally, then their prices might decrease.</p> <p>A member queried penalty charges if the Council was to pull out of its contract with Bin-It Ltd before the contract end. The Town Clerk advised that they had not billed the Council for some time and that the Council had refused to pay for missed collections. It was clear that there were serious problems effecting their ability to continue carrying out the service.</p> <p>PROPOSED BY: Councillor Michal Kus SECONDED BY: Councillor Jos Holder</p> <p>RESOLVED: That the quotation from Greenways Grounds Maintenance be accepted, subject to provision of satisfactory health and safety documentation.</p>

Noticeboards – Coronation Estate and Heywood Village

The Town Clerk's report had been previously circulated with the agenda.

The report indicated the current locations of the Town Council noticeboards, the purpose of them and possible locations for additional ones with a recommendation to members.

A new noticeboard was budgeted at £1,500. In addition, there was Museum HLF budget set aside for a noticeboard at the Museum on Burlington Street.

Possible locations to consider included Burlington Street (Museum), Lovers Walk, Canberra Road and Haywood Village.

The Council had been advised that it would not get Listed Building Consent to place a noticeboard on the Museum building and would therefore need consent from North Somerset Highways for a free standing noticeboard on Burlington Street. There may be insufficient time to get consent and have the noticeboard manufactured and installed, which would take several weeks, before the end of the financial year.

A suggestion had been made by the Theatre Manager for a new noticeboard on land owned by the Town Council facing Lovers Walk, by the entrance to Grove Park Car Park. This would include, but not be exclusively for, Theatre posters.

The Town Council had recently funded a renewed play area at Canberra Road in the Coronation area. There were no council noticeboards nearby and it was suggested that it might be a suitable location for a new noticeboard.

The noticeboard at Haywood Village was currently down and in storage as no suitable location had been found for it. Many residents of Haywood Village were incomers and a noticeboard was one way to increase their connection with the Town Council and with the town of Weston-Super-Mare generally. Discussions were ongoing with Persimmon, who still owned the land, and the Haywood Village residents.

Members felt that Lovers Walk was too close in proximity to four other noticeboards.

A ward member apologised that she had not fed back information from Persimmon Homes on the siting of the notice board at Haywood Village in time that the Town Council had permission to site the noticeboard on the proviso that it was freestanding.

PROPOSED BY: Councillor Peter Fox

SECONDED BY: Councillor James Davis

RESOLVED:

1. That consent be sought from North Somerset Council Highways for a free standing noticeboard on Burlington Street, to be funded from the Museum HLF budget.
2. A new noticeboard to be funded from the Street Furniture budget erected at Canberra Road play area.
3. That the Town Clerk continue to negotiate for a new location for the noticeboard at Haywood Village.
4. The Policy and Finance Committee be recommended that if the allocation of funding for a noticeboard in the Street Furniture or Museum budget remains unspent by 31st March that it be put in an earmarked reserve for the year 2019/20.

There being no further business, the Chairman closed the meeting at 8.02 pm.

Signed: Dated:
Councillor Roger Bailey
Chairman of the Community Services Committee