

**WESTON-SUPER- MARE TOWN COUNCIL  
MINUTES OF THE COMMUNITY SERVICES COMMITTEE  
HELD AT GROVE HOUSE ON  
MONDAY 11<sup>TH</sup> MARCH 2019**

**Meeting Commenced:** 7.00 pm

**Meeting Concluded:** 8.12 pm

**PRESENT:** Councillors Sarah Codling (Vice Chairman), Marc Aplin (S), Ray Armstrong, James Clayton, James Davis, Peter Fox, Jos Holder, Denise Hunt, Michal Kus and Martin Williams.

**ALSO IN ATTENDANCE:** Malcolm Nicholson (Town Clerk), Samantha Bishop (Committee Officer), Fiona Walsh (Finance Officer), Matthew Hardy (Visitor Services Manager), Sally Heath (Theatre Supervisor), Damien Erangey (YMCA), Nigel Briars (North Somerset LGBT Forum) and four members of the public (part attendance).

In the absence of the Chairman, the Vice Chairman, Councillor Sarah Codling chaired the meeting and invited any addresses from parishioners present.

Nigel Briars spoke in support of a grant from the LGBT Forum under item 6 on the agenda.

*The four members of the public left the meeting at 7.05 pm.*

<b>349</b>	<b>Apologies for Absence and Notification of Substitutions</b>  Apologies for absence were received from Councillors Roger Bailey who was substituted by Councillor Marc Aplin and Councillors Mark Canniford and Robert Cleland with no substitutions.  <b>RESOLVED:</b> That the apologies be received and noted.
<b>350</b>	<b>To receive Declarations of Interest</b>  There were no declarations of interest received.
<b>351</b>	<b>To approve the accuracy of the minutes of the Community Service Committee meeting held on the 14<sup>th</sup> January 2019</b>  The minutes of the last meeting had been previously circulated with the agenda.  It was highlighted that the spelling of 'Haywood' on page 5 of the minutes needed to be rectified.  <b>PROPOSED BY:</b> Councillor Michal Kus <b>SECONDED BY:</b> Councillor Jos Holder  <b>RESOLVED:</b> That with the above amendment, the minutes be approved and signed by the Chairman as a true record of the meeting.
<b>352</b>	<b>References from other Committees</b> <b>352.1 Minutes of Weston in Bloom Working Party 22<sup>nd</sup> January 2019 (unapproved)</b> (attached)

	<p>The minutes had been previously circulated with the agenda.</p> <p><b>RESOLVED:</b> That the minutes be received and noted.</p> <p><b>352.2 Minutes of the Museum and Heritage Sub Committee</b> 20<sup>th</sup> February 2019 (unapproved)(attached)</p> <p>The minutes had been previously circulated with the agenda.</p> <p><b>RESOLVED:</b> That the minutes be received and noted.</p>
553	<p><b>Management Reports:</b></p> <p><b>353.1 Youth Services</b></p> <p>The report of the Operations Manager- YMCA was circulated at the meeting.</p> <p>The Chairman invited Damien to present on the report and answer any questions from members.</p> <p>Damien highlighted that the YMCA delivered a youth project on Mondays in partnership with Big Worle. The average attendance had doubled to over 32 young people a night and they were currently working with Big Worle to look at extending the provision to more young people each week and planning to utilise the Castle Batch Children’s Centre.</p> <p>Several new youth workers had been appointed.</p> <p>In answer to a query whether a location for the Uphill Youth Project has been identified, Damien informed there had not and that as spring was approaching and the evenings lighter, sessions could be held on the green in Uphill to ensure there was a youth service in Uphill.</p> <p>Damien informed of the upcoming youth exchange programme in April and that Ambassadors were being sought.</p> <p>The Chairman advised that a report of the work of the Youth Council was being discussed at the Town Council meeting where the Youth Council Chairperson and other members were encouraged to attend.</p> <p><b>RESOLVED:</b> That the report of the Operations Manager - YMCA be noted.</p> <p><i>Damien left the meeting at 7.15 pm.</i></p> <p><b>353.2 The Blakehay Theatre</b></p> <p>The report of the Theatre Manager was circulated at the meeting.</p> <p>The Theatre Manager had recently attended a meeting with Fiona Matthews from Theatre Orchard and Richard Blows from North Somerset Council regarding Arts Council England giving National Portfolio Organisation (NPO) status to Theatre Orchard. Becoming an NPO sees Theatre Orchard given £90,000 per year until 2022, which it would use to develop the arts offering in the district. Theatre Orchard</p>

had already tasted success through its programme launches with both Theatre Shop in Clevedon and Tropicana in Weston.

Following the meeting with Fiona, it would seem that the Tropicana was not a viable option for their indoor performances in Weston and so they would like to work with the Blakehay Theatre to keep this provision in the town. They had had success with dance shows at the Tropicana and would like to be able to build on this, and feel that the Blakehay Theatre would be a great venue for the future development of this.

Theatre Orchard would put together a small selection of dance based shows that the Blakehay could consider co-presenting as a pilot collaborative season during the October 2019 to April 2020 season at the Blakehay Theatre.

Theatre Orchard could also bring a different marketing aspect for the Blakehay with the offer of press and social media capacity. This would be that the season would be 'Theatre Orchard at the Blakehay Theatre' and would be in the theatre's printed brochure; as well as Theatre Orchard producing a simple standalone flyer that promoted our joint venture that they would cover design/print of.

Theatre Orchard would be happy to look at one of two financial approaches:

- a) The Blakehay Theatre covers the fee for the shows and take box office sales (as we do with buyout's now on Live shows)  
or
- b) The Blakehay Theatre and Theatre Orchard split the risk with a split of the fee for the shows and split box office sales.

Members requested the Theatre Manager's advice on how to proceed; to which she explained that there would be pros and cons with both options, but would advise option A.

In response to a question regarding figures, the Theatre Manager informed that further details were to be announced and that option A allowed for more control with shows slotting in around confirmed bookings. The Theatre Manager advised that current average audience numbers for shows at the Tropicana were from 50 to 100.

**PROPOSED BY:** Councillor Michal Kus

**SECONDED BY:** Councillor Peter Fox

A vote was taken and accordingly it was **carried**

**RESOLVED:** That the Blakehay Theatre accepts the joint venture with Theatre Orchard and covers the fee for the shows and take box office sales (as done with buyout's now on Live shows) and that this be monitored by the Expenditure and Governance Working Party as part of the review process.

The Theatre Manager added that she was continuing to working closely with Richard Blows in respect of the NSC Development Project to help with the Cultural development of Weston-super-Mare and how the Blakehay Theatre could be part of it.

The results and feedback from the workshop meeting on the 29<sup>th</sup> November 2018 regarding the development of a Cultural Development Company in Weston-super-Mare would be conveyed at a meeting held at the Blakehay Theatre on Tuesday 26<sup>th</sup>

February and that the results of this and more information would be given verbally at the next committee meeting.

**RESOLVED:** That the report of the Theatre Manager be noted.

### **353.3 Weston Museum**

The report of the Visitor Services Manager had been previously circulated which requested members to consider three options.

The Visitor Services Manager advised that he had written a general report with a focus on the reasons for a 6 day a week operation, hence the recommendations outlined within the report. He explained that permanent closure on a Monday would not directly save money but would be able to deliver the museum service as it was intended and to the highest possible standard in line with the Museum of Somerset model.

Members queried if the proposed closure on a Monday would be to just members of the public or to staff as well. The Visitor Services Manager explained that the closure would be to members of the public and would assist with rota management, enabling the option of a dedicated day off for all staff. It would also give the option to still accept Monday bookings during the day, especially full day sessions for schools and community groups. The closure would also assist with the amount of overtime and lieu time being accrued by better managing staff resources.

Debate ensued. Members were expecting to see a more detailed report supporting the closure request. The Town Clerk informed that the Responsible Financial Officer had raised concerns regarding loss of income and would like a further report undertaken. He supported this but believed that casual visitor numbers on a Monday were low and there would be hidden cost savings in reduced staff overtime/lieu accrual.

In answer to concerns about closing during bank holidays the Visitor Services Manger explained that this would be addressed if option 2 of the report was approved. Staff sickness figures were queried and if this was due to stress/overworked. The Visitor Services Manager informed that there was no Monday sickness trend as such.

**PROPOSED BY:** Councillor Michal Kus

**SECONDED BY:** Councillor Ray Armstrong

A vote was taken and accordingly it was **carried**

**RESOLVED:** That the proposed Museum opening times be referred to the Policy and Finance Committee for consideration and back to the Museum and Heritage Sub Committee.

A member requested an update on the café to which the Visitor Services Manager explained that with the new team in situ the direction of travel was looking positive.

### **295.4 Grounds**

The report written by the Community and Grounds Administrator had been previously circulated with the agenda.

	<p>The Town Clerk advised that the position of the Grounds Manager was still unfilled and would need to be re-advertised. He would need to consult the Chairman of the Personnel Committee to discuss the matter further.</p> <p><i>The Visitor Services Manager and the Theatre Manager left the meeting at 7.34 pm.</i></p> <p>The Town Clerk had been informed that the domestic play area at the Bournville allotment site had been removed. The Cemetery wall was causing issues and would need to be addressed within the planned maintenance programme. Tree trimming at the Cemetery had been stopped by the Tree officer of North Somerset Council due to conservation area restrictions, which the Town Clerk was contesting and taking up with North Somerset Council.</p> <p>Members were disgruntled to hear of the halt with the tree trimming which was for the health of the trees. A member reported that the tree work that had been carried out near the memorial garden was very good.</p> <p>Members were interested to know why the Grounds Manager's post had not been filled and queried whether this was for financial reasons. The Town Clerk informed that the post had been offered to one candidate and declined for personal and financial reasons.</p> <p>It was reported that Weston Support Services could not get a response from the North Somerset Council's out of hours' line over the weekend when trying to report antisocial behavior at Clarence Park toilets. The service was unhelpful and the Town Clerk was asked to make enquires with North Somerset Council on this.</p> <p><b>RESOLVED:</b> That the report of the Grounds Manager be noted.</p>
<p><b>354</b></p>	<p><b>Community Service Grants</b></p> <p>The report of the Finance Officer had been previously circulated with the agenda.</p> <p>It was advised that the current community grants budget was £3,750.00.</p> <p><b>354.1 Hildesheim Exchange Grant Application received</b>  <b>Grant applied for £1,500</b>  Under power: Local Government Act 1972 section 137</p> <p>The purpose of the grant was to bring young people to Weston from Hildesheim to live with families in Weston and vice versa.</p> <p>The maximum amount the committee could award was £1,000 and a grant had previously been awarded in July 2018. It was noted that insufficient information had been submitted and therefore it was</p> <p><b>PROPOSED BY:</b> Councillor Michal Kus  <b>SECONDED BY:</b> Councillor Jos Holder</p> <p>A vote was taken and accordingly it was <b>carried</b></p> <p><b>RESOLVED:</b> That no grant be awarded as insufficient information had been submitted.</p>

### **354.2 North Somerset LGBT Forum**

#### **Grant applied for £1,500**

Under power: Local Government Act 1972 section 137

The purpose of the grant was to help towards hire of table, chairs, marquee and entertainment for the event.

The maximum amount the committee could award was £1,000 and so this would need recommended for approval to the Policy and Finance Committee.

**PROPOSED BY:** Councillor Michal Kus

**SECONDED BY:** Councillor Marc Aplin

A vote was taken and accordingly it was **carried**

**RESOLVED:** That the grant applied for by the North Somerset LGBT Forum of £1,500 be recommended to the Policy and Finance Committee for approval from the 2019/2020 Community Grants budget.

### **353.3 Friends of Grove Park**

#### **Grant applied for £1,000**

Under power: Local Government Act 1972 section 137

The purpose of the grant was to fund child friendly bins in a bear shape which will respond with a "Thank You".

A member queried who would empty the proposed bins? It was felt that there was insufficient information on the number, cost and purpose of the bins.

**PROPOSED BY:** Councillor Michal Kus

**SECONDED BY:** Councillor James Davis

A vote was taken and accordingly it was **carried**

**RESOLVED:** That the grant be deferred until further information had been submitted.

### **353.4 Lions Club of Weston-super-Mare**

#### **Grant applied for £1,000**

Under power: Local Government Act 1972 section 137

The purpose of the grant was to encourage activity in the young by helping organisations with direct contact.

The Town Clerk reminded members that this grant application did infringe grant criterion no 10 (redistribution of funds).

It was also noted that there were no bank statements submitted.

A vote was taken and accordingly it was **carried**

**RESOLVED:** That the grant application be refused.

	<p><b>353.5 Citizens Advice North Somerset Grant applied for £15,000</b> Under power: Local Government Act 1972 section 137</p> <p>The purpose of the grant was to help provide a valuable service to Weston super Mare.</p> <p>For clarity, the Finance Officer advised that the council had already budgeted £12,500 from their 2019/20 budget and this was a request for a further £2,500.</p> <p>Members questioned why a pre-approved grant for 2019/20 needed to come through the Community Grants process. The Chairman felt that the grants system needed to be reviewed further to avoid this confusion in the future.</p> <p>A vote was taken and accordingly it was <b>carried</b></p> <p><b>RESOLVED:</b> That no further grant be awarded at this time but be deferred to the first meeting of the committee in the new administration.</p>
<p><b>354</b></p>	<p><b>Community Events</b></p> <p>The report of the Community and Grounds Administrator had been previously circulated with the agenda.</p> <p>In the absence of the Community and Grounds Administrator, the Town Clerk informed of her initial report which was an overview of the ticket sales for the Literary Festival. A full review report and cost analysis proposal would be supplied at the next committee meeting.</p> <p>A brief discussion on attendance figures was had where the Town Clerk informed that these were similar to that of the previous years, which members found disappointing.</p> <p>The committee wanted its thanks to the Community and Grounds Administrator conveyed and recorded for her work in creating the event.</p> <p><b>RESOLVED:</b> That the report of the Community and Grounds Administrator be noted.</p>
<p><b>355</b></p>	<p><b>Youth Services – Renewal of Service Level Agreement with YMCA</b></p> <p>The report of The Town Clerk had been previously circulated with the agenda.</p> <p>The report recommended renewal of the Service Level Agreement (SLA) with the YMCA for the provision of youth services in the town including the drop youth café at the central premises on Bristol Road Lower and outreach youth services in the Worle, Uphill and Bournville areas. The report outlined the specification of services and financial implications and offered a recommendation for members’ consideration.</p> <p>The Town Clerk added that he had included more detail within the Youth Council section for clarity. The SLA had been agreed by both the Operations Manager and YMCA Chief Executive Martin Hodgson who were both happy with it. The SLA would be subject to the annual budget setting process.</p>

	<p>The Chairman thanked the Town Clerk for being more descriptive as per the committee's requests.</p> <p>Members would also like to see better outcome reporting and user's views on the service.</p> <p>The Town Clerk would take up the Committee's comments with the Operations Manager – YMCA.</p> <p>A vote was taken and accordingly it was <b>carried</b></p> <p><b>PROPOSED BY:</b> Councillor James Davis  <b>SECONDED BY:</b> Councillor Martin Williams</p> <p><b>RESOLVED:</b> That under Standing Order 39.2 (d) (x) the Town Clerk be authorised to negotiate a new Service Level Agreement for youth services for up to 5 years from 1<sup>st</sup> April 2019 with the YMCA.</p>
	<p>There being no further business, the Vice Chairman closed the meeting at 8.12 pm.</p> <p>Signed: ..... Dated: .....</p> <p>Councillor Roger Bailey  <b>Chairman of the Community Services Committee</b></p>