

**WESTON-SUPER- MARE TOWN COUNCIL
MINUTES OF THE COMMUNITY SERVICES COMMITTEE
HELD AT GROVE HOUSE ON
MONDAY 9TH SEPTEMBER 2019**

Meeting Commenced: 7.00 pm

Meeting Concluded: 8.20 pm

PRESENT: Councillors Gill Bute, Gillian Carpenter, James Clayton, Peter Crew (S), Ciaran Cronnelly, Peter Fox, Peter McAleer, Daniel Marcos-Ashworth (S), and Helen Thornton.

ALSO IN ATTENDANCE: Malcolm Nicholson (Town Clerk), Samantha Bishop (Committee Officer), Sarah Pearse (Deputy Town Clerk/RFO), Fay Powell (Grounds Manager), Matthew Hardy (Visitor Services Manager), Sally Heath (Theatre Supervisor), Zoe Scott (Community and Grounds Administrator),

147	<p>Apologies for Absence and Notification of Substitutions</p> <p>Apologies for absence were received from Councillors Roz Willis who was substituted by Councillor Peter Crew and Sarah Coling who was substituted by Councillor Daniel Marcos-Ashworth.</p> <p>Councillors Marc Aplin, Roger Bailey, John Crockford-Hawley and Ella Sayce were absent from the meeting.</p> <p>RESOLVED: That the apologies be received and noted.</p>
148	<p>To receive Declarations of Interest</p> <p>There were no declarations of interest received.</p>
149	<p>To approve the accuracy of the minutes of the Community Service Committee meeting held on 2019</p> <p>The minutes of the last meeting had been previously circulated with the agenda.</p> <p>PROPOSED BY: Councillor Peter Fox SECONDED BY: Councillor Gill Bute</p> <p>RESOLVED: That the minutes be approved and signed by the Chairman as a true record of the meeting.</p>
150	<p>References from other Committees</p> <p>150.1 Minutes of Weston in Bloom Working Party held on 25th June 2019 (approved) and 20th August 2019 (unapproved)</p> <p>The minutes had been previously circulated with the agenda.</p> <p>The Town Clerk advised that the judging had taken place and the Awards ceremony was scheduled for a date TBA in October. It had been agreed by the Working Party that the volunteer's tickets would be funded by the council but not the transport costs.</p>

	<p>A member felt that the Working Party should fund the transport costs as a gesture of appreciation to the volunteers.</p> <p>The Town Clerk advised that it would need to be a decision made by the working party subject to budget and that the volunteers received an evening hosted by the Mayor to mark their appreciation.</p> <p>The Deputy Town Clerk added that the Museum also hosted a volunteers evening which could also be rolled out to the Weston In Bloom volunteers.</p> <p>RESOLVED: That the minutes be received and noted.</p> <p>150.2 Minutes of the Museum and Heritage Sub Committee The minutes had been previously circulated with the agenda.</p> <p>RESOLVED: That the minutes be received and noted.</p>
151	<p>Management Reports:</p> <p>151.1 Youth Services</p> <p>The report of the Operations Manager - YMCA was circulated at the meeting.</p> <p>As the Operations Manager was not in attendance, The Town Clerk advised that any questions would be directed to him and that Youth Council Minutes were on the agenda for the following week's Town Council meeting for comments.</p> <p>RESOLVED: That the report of the Operations Manager - YMCA be noted.</p> <p>151.2 The Blakehay Theatre</p> <p>The report of the Theatre Supervisor had been previously circulated with the agenda.</p> <p>The Theatre Supervisor had nothing to add and was welcoming of any questions.</p> <p>The Chairman advised that subject to the approval of changes to the committee structure at the Town Council meeting, this would be the last report for the Blakehay Theatre at this committee.</p> <p>RESOLVED: That the report of the Theatre Supervisor be noted.</p> <p>151.3 Weston Museum</p> <p>The report of the Visitor Services Manager had been previously circulated with the agenda.</p> <p>Again the Chairman advised that subject to the approval of changes to the committee structure at the Town Council meeting, this would be the last report for the Museum at this committee.</p> <p>The Visitor Services Manager added that it had been the Museums second anniversary since its opening on 26th August 2017 and that the Museum had welcomed over 71,000 people through the doors during that time.</p>

	<p>A member reported that he had attended two functions at the Museum which were well attended and the café was very busy.</p> <p>RESOLVED: That the report of the Visitor Services Manager be noted.</p> <p>151.4 Grounds</p> <p>The Grounds Manager introduced herself and reported that she had been spending time getting to know the grounds team and its functions. The grounds team had two posts vacant, not including the recent departure of the Amenities Officer. At present they were busy grass cutting and ready to start the flower bed planting schedule. The Water Park had had a very busy season.</p> <p>A member informed that she met the Grounds Manager for a tour of the Cemetery which was very interesting and encouraged other members to do the same. The Grounds Manager was happy to be contacted and operated from the cemetery two days per week.</p> <p>The Town Clerk added that the Cemetery Chapel would be open during the Heritage Open days on Saturday 14th & 21st September 12.30 to 2.30pm if members wished to visit.</p> <p>The Chairman suggested that a site visit to the Cemetery in the spring for committee members would be beneficial.</p> <p>RESOLVED: That the report of the Grounds Manager be noted.</p> <p><i>The Theatre Supervisor and Visitor Services Manger left the meeting at 7.15 pm.</i></p>
152	<p>Community 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 had nothing further to add and was happy to answer any questions.</p> <p>RESOLVED: That the report of the Community and Grounds Administrator be noted.</p>
153	<p>Review of Opening Hours of Public Toilets</p> <p>The Community and Grounds Administrator reported that the Grove Park toilets opening hours had been extended to 8pm as requested. The extension had neither deterred nor exacerbated the antisocial behavior problems at the site.</p> <p>A review of all the public toilet sites was requested. The Chairman informed that he had been contacted by the member on this and in order to accommodate the request he suggested a working party to review the public toilets. Working parties seemed to more effective and proactive on specific matters which had been demonstrated by the recent Dog Bin Working Party.</p>

The Chairman then requested volunteers for the Public Toilet Review Working Party. It was pointed out that Locking Road toilets would hopefully be out of the equation with the development plans for Locking Road car park.

The Deputy Town Clerk stressed that just because the extended opening hours at Grove Park toilets had not had a particular effect, this could not detract from the fact that it was still a very problematic toilet in terms of antisocial behavior and costed the council significant officer time and money.

The Chairman would also like to invite key partners onto the working party such as the police, PSCO's and Street Wardens. Councillors Pete McAleer, Pete Fox, Gill Bute, Gillian Carpenter and James Clayton volunteered for the working party.

The Town Clerk requested that officers would need a steer on what to do with Grove Park toilets' opening hours going forward. There were concerns that opening after dusk would create problems.

Discussion ensued regarding the times stated on the toilet signage and that they needed to be changed in accordance. In answer to a question the Town Clerk confirmed that the toilets had been open for the Carnival in past years, even though they were not on the Carnival route.

The Community and Grounds Administrator explained that there was a timer on the toilet doors that coincided with the opening times so it would need to be constantly changed if the opening times were changed frequently.

The Deputy Town Clerk suggested that the signs could state that when the door light was green it was open and when red was closed. In previous years the council had experienced a rise in rough sleepers through the winter months as the toilet floors were heated.

The Grounds Manager echoed the concerns regarding rough sleeper numbers increasing through the winter months from her previous employment experience as Community Response Manager.

In answer to a question whether there had been any changes since the opening of the Night Assessment center the Deputy Town Clerk informed that there had not.

The Town Clerk recommended changing the opening times of Grove Park toilets to 6pm from the 1st October.

PROPOSED BY: Councillor Pete Fox

SECONDED BY: Councillor Peter McAleer

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

RESOLVED:

1. That Grove Park toilets close at 6pm and that the signage be changed to reflect this.

2. That a Working Party be formed and meet to review all toilets sites and report back to the next meeting on 11th November 2019.

154 Dog Bins

154.1 Dog Bin Emptying Contract – Reference from Expenditure and Governance Working Party 9th September 2019

The minute extract which outlined a recommendation was available at the meeting.

The Chairman thanked the members who volunteered their time and efforts on the Dog Bin Working Party.

The Grounds Manager clarified that PSS stood for Public Sector Software which was an asset management system already in place of which dog bins could be added. The system could formulate inspections and could appear as an app on mobile phones, which could take and upload photos.

The Chairman informed that this system would then act as proof of emptying the bins and should be implemented regardless of which option the council approved.

Debate ensued. It was queried why the current contractor had not signed the contract; and what risks this posed for the council. The Town Clerk explained that when the contact was renewed, with a one months' notice period, the contractor had reservations of signing it. The council's legal position was that there was a service provided for which payment was received. Therefore a contract existed but the terms had a degree of uncertainty and the risk was that the contractor could walk away from the contact without notice. Unsigned contracts were not an uncommon thing in the public sector, services were commenced and contracts negotiated later.

It was questioned whether option 1 mentioned within the Town Clerk's/Grounds Managers report to run an in house service, would be ready to implement within a month. The Town Clerk advised that this would be an optimistic expectation and that some planning time would be needed to be ready.

Members felt that option 1 was the best longer term option. The current contractor had not provided consistent service provision and option 1 would also give the opportunity of outsourcing the service to other parish councils.

The Grounds Manager informed that she had received a phone call from the contractor that day who seemed eager to implement the PSS and work with the council.

The Deputy Town Clerk advised that the contractor was paid in arrears, which limited the risk to the council should they walk out.

A member questioned whether the bins that had recently been moved would be put back if option 1 was to be implemented. The Chairman informed that if option 1 was

	<p>working well, there could be an opportunity to look at providing more bins in the future. The Grounds Manager added that all bin locations could be reviewed in time.</p> <p>The Chairman asked ward councillors to monitor bins in their wards and report back.</p> <p>PROPOSED BY: Councillor Pete Fox SECONDED BY: Councillor Gill Bute</p> <p>A vote was taken and accordingly it was carried.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. To introduce PSS Live with immediate effect with the current contactor. 2. That ongoing investigation into the perusal of option 1, within the report be undertaken in readiness for implementation by the 1st April if required. <p>154.2 Verbal report from the Dog Bins Working Party</p> <p>It was felt that the item had already been covered.</p> <p><i>The Community and Grounds Administrator left the meeting at 8.05 pm.</i></p>
<p>155</p>	<p>To receive the Blakehay Theatre fundraising strategy from the Development Officer</p> <p>The report of the Development Officer had been previously circulated to members.</p> <p>The Deputy Town Clerk on behalf of the Development Officer explained that the strategy gave direction and demonstrated cohesion which potential funders were looking for. She sought members' approval and would bring back any future reports to the relevant committee.</p> <p>Debate ensued. It was queried whether the Blakehay could obtain charitable trust status to which the Deputy Town Clerk advised that this was a complicated process as it could only be obtained by becoming a separate entity to the council. The council were able to work around the need of some grant funders for charitable status by working with the Friends of the Museum. Seeking grants for the Museum required a 25 hour per week post and was a £1 million project. The Blakehay would not need that amount and there were other ways of attracting funding without becoming a charitable trust.</p> <p>Members questioned why the Blakehay was still running at a significant loss. The Deputy Town Clerk reported that the decision to buy in live shows would start to take a positive effect within the current financial year. Live shows were paid for a year in advance and the ticket sales were not impacted until the following year.</p> <p>Discussion ensued on ideas for the Blakehay and that the council needed to speculate to accumulate in order to turn the loss into a profit. Suggestions such as revamping the bar and making it a 7 day a week operation, attracting local sponsors,</p>

	<p>running independent films like the Watershed and focusing more on the advertising were made.</p> <p>A member suggested working with the Curzon Cinema in Clevedon.</p> <p>It was queried whether there had been independent studies undertaken into what shows were wanted, to which the Deputy Town Clerk advised that there had been and that shows had been bought in based on the information. The problem was that there seemed to be no consistency in what people wanted.</p> <p>PROPOSED BY: Councillor Ciaran Cronnelly SECONDED BY: Councillor Peter Crew</p> <p>A vote was taken and accordingly it was carried</p> <p>RESOLVED: To agree in principle the use of the fundraising strategy for the next year September 2019 – August 2020.</p>
	<p>There being no further business, the Vice Chairman closed the meeting at 8.20 pm.</p> <p>Signed: Dated:</p> <p>Councillor James Clayton Chairman of the Community Services Committee</p>