



**WESTON-SUPER-MARE TOWN COUNCIL  
MINUTES OF THE AMENITIES, CULTURE AND LEISURE COMMITTEE  
HELD AT 32 WATERLOO STREET ON  
MONDAY 10<sup>th</sup> MARCH 2025**

**Meeting Commenced:** 7.00 pm

**Meeting Concluded:** 8.46 pm

**PRESENT:** Councillors Simon Harrison-Morse (C), Ray Armstrong, Roger Bailey, Annabelle Chard, Jemma Coles, Peter Crew, Owen James (S), Caroline Reynolds, Robert Skeen and John Standfield.

**ALSO, IN ATTENDANCE:** Fay Powell (Director of Community Services/Deputy Town Clerk), Samantha Bishop (Democratic Services Manager) and Warren Parker-Mills (Visitor and Information Services Manager).

<b>299</b>	<b>Apologies for Absence and Notification of Substitutes</b>  Apologies for absence were received from Councillors Catherine Gibbons substituted by Owen James.
<b>300</b>	<b>Declarations of Interest</b>  There were none received.
<b>301</b>	<b>To agree the accuracy of the previous Amenities, Culture and Leisure Committee Minutes held on 13<sup>th</sup> January 2025</b>  The minutes of the Amenities Culture and Leisure Committee had been previously circulated.  <b>PROPOSED BY:</b> Councillor Peter Crew <b>SECONDED BY:</b> Councillor Annabelle Chard  A vote was taken and <b>carried</b> . Accordingly.  <b>RESOLVED:</b> That the Minutes of the Amenities Culture and Leisure Committee be signed and approved.

<p><b>302</b></p>	<p><b><u>AMENITIES</u></b></p> <p><b>To approve the (DRAFT) Notes of the Allotments Community Consultative Group held on the 20<sup>th</sup> February 2025</b></p> <p>The draft minutes had been previously circulated.</p> <p><b>PROPOSED BY:</b> Councillor Roger Bailey  <b>SECONDED BY:</b> Councillor Annabelle Chard</p> <p>A vote was taken and <b>carried</b>. Accordingly.</p> <p><b>RESOLVED:</b> - That the notes be received.</p>
<p><b>303</b></p>	<p><b>Town Council Signs</b></p> <p>The report of Director of Community Services/ Deputy Town Clerk had been previously circulated.</p> <p>The purpose of the report was to give an overview of current town council signage to provide condition and awareness of maintenance requirements.</p> <p>The majority of the signs had not had maintenance for many years and were inconsistent displaying the town council’s logo and out of date contact information.</p> <p>As a result of an inconsistent approach to maintenance and repair and replace programme, signs were in varying states with the majority in bad condition, not containing accurate information and were not in a format which met the Disability Discrimination Act 1995.</p> <p>The council approved a £15k revenue budget for 25/26. This budget would allow the start of a robust programme of replacement and updating in the priority order shown in Appendix1.</p> <p>There was not a complete list of signs that have been installed since the council’s inception in 2000 and as such, the council has identified known areas and the list will undoubtedly increase, following full audit across teams. It would also need to allow for any new signage required through the devolution process from NSC during 25/26.</p> <p>The Deputy Town Clerk informed that she was hoping to have received some figures for repair, but due to the company being no longer in existence, this would be reported at a later meeting.</p> <p>It was noted that any new play areas would require signs and existing, updated in line with RIDDOR requirements.</p> <p>It was considered important for the council to approve and address its signage and the point was made that the increase in the recent budget setting was to address areas such as signage within the next two years.</p> <p>It was noted that quotes for vinyl signs had been sought to try and keep the costs down where possible.</p>

It was suggested that the council consider the location and state of NSC signs in places like Ashcombe Park, where they were only 5m away and in poor state, which would affect the impacts of new and improved town council signage. New signs could also look to include QR codes linking into social media and tourism trials.

The Deputy Town Clerk informed that she would bring back costings and designs for signage at a later meeting.

It was requested that the council work with NSC on signage to ensure that hedgerows were cut back to reveal signage.

**PROPOSED BY:** Councillor Jemma Coles

**SECONDED BY:** Councillor Peter Crew

A vote was taken and **carried**. Accordingly.

**RESOLVED:** - That the report be noted and the order of signage maintenance programme be approved.

### 304 Cemetery Walls

The report of Chief Executive Officer/ Town Clerk had been previously circulated.

The purpose of the report was to provide update information with regard to areas of wall which had collapsed in Milton Road Cemetery and gain approval for emergency expenditure, should it be required in the interim period, whilst a full analysis and procurement exercise (including structural and build specifications) for the repairs were underway.

As a result of heavy rainfall and storms between December 2024 and January 2025, two areas of walling were now in need of substantial repair. Wall 1 – The damage was thought to be a direct result of the storm and high winds over the xmas period. The boundary wall backed onto neighbouring properties where there was a large tree close to the wall. The area has been secured off with Heras fencing and has had a visual inspection by the Councils building surveyor and arboriculturist surveyor to assess initial safety. The council has gained written permission from the property owner to undertake a full survey on the tree to enable works to be specified and undertaken.

The cemetery walls were not covered under the council's insurance and as such, costs would need to be met to repair the damage.

Wall 2 – The wall had been monitored for movement since it was first reported to council as a result of a previous resolution passed.

Following heavy rainfall, the wall has now had a section of collapse. The council's professional teams were working to review previous structural engineer reports and were producing a specification for tender to repair the section, working with the arboriculturist who was undertaking full tree surveys. The wall was on a split site on the old boundary wall of the original cemetery and again, had significant trees adjacent to the area in question.

	<p>Members questioned ownership of the walls to which the Deputy Town Clerk advised that wall 2 was owned by the council and wall 1 would be determined.</p> <p>It was noted that both wall repairs fell within the council's PPM budget provision and the committee's permission was requested to approve the works.</p> <p><b>PROPOSED BY:</b> Councillor Robert Skeen  <b>SECONDED BY:</b> Councillor John Standfield</p> <p>A vote was taken and <b>carried</b>. Accordingly.</p> <p><b>RESOLVED:</b> -</p> <ul style="list-style-type: none"> <li>a) That the report be noted with regard to the 2x cemetery walls.</li> <li>b) To approve any emergency works that arose following professional service reports that exceed the delegated £10,000 allowed. (This would only be used in emergency). In the absence of the CEO/Town Clerk (on leave) this delegation would be passed to the Director of Community Services (Deputy Town Clerk).</li> </ul>
<p><b>305</b></p>	<p><b><u>CULTURE</u></b></p> <p><b>To approve the (DRAFT) Notes of the Old Town Quarry Start and Finish Group held on the 3<sup>rd</sup> February 2025</b></p> <p>A vote was taken and <b>carried</b>. Accordingly.</p> <p><b>RESOLVED:</b> - That the draft notes be received.</p>
<p><b>306</b></p>	<p><b>Weston Wallz 2025</b></p> <p>The report of the CEO/Town Clerk and proposal from Upfest (Appendix 1) with regard to the programme for Weston Wallz 2025, had been previously circulated.</p> <p>The purpose of the report was to provide update information and proposals from Upfest for Weston Wallz 2025. The dates for this year's programme were 19<sup>th</sup> – 27<sup>th</sup> July 2025.</p> <p>Officers had met with Upfest organisers to discuss the ambitions for 2025 and as a result, a proposal was attached for members consideration.</p> <p>The proposal provided options which would need to be considered in regard to monies being available. The council had allocated £20,000 within its Community Events Grants budget which was essential as core funding, to enable Upfest to apply for grant funding and support from other community partners such as Super Culture and Arts Council England. The exact programme would therefore be based on the amount of additional grant funding to be raised.</p> <p>It was noted that a further application was being made to the Grants and Governance Sub Committee for a supporting event in the town. This would be considered in April 2025 and if approved, would also provide further match funding to support the Arts Council Grant application for 2025 being made by Upfest.</p> <p>The Committee welcomed the proposal however, concern was raised that Weston had not received a return on its investment from the previous year's event and that</p>

some businesses had lost money, turning away business in exchange for hosting the event. It was noted that there were also no local artists featured in the event.

The Committee felt strongly that local artists within the parish boundary of WsM needed to be engaged with on the event this year.

It was therefore

**PROPOSED BY:** Councillor John Standfield

**SECONDED BY:** Councillor Caroline Reynolds

A vote was taken and **carried**. Accordingly.

**RESOLVED: -**

- a) To formally approve the budget allocation for Weston Wallz 2025 - £25,000 and to release monies to Upfest for Tier 1 Programme provided;
- b) Subject to evidence that that local artists within the parish boundary of WsM be engaged with and included within the event.
- c) To note Tier 2 proposals were subject to Arts council England grant funding.

**307 Town Vitality**

The report of Chief Executive Officer/Town Clerk and Director of Community Services /Deputy Town Clerk had been previously circulated.

The report outlined the Town Council's ambition areas within its current strategy and it was noted that the Senior management team and various WSMTC councillors, had attended many town initiative meetings with partners within the town including Place Agency and Weston BID.

For a prolonged period of time it had been recognised that improvements needed to be made with regard to the image of the town centre to encourage footfall and visitors to the town, by providing a welcoming environment which in turn, supported business, however financial pressures have often impacted and determined outcomes.

Via the council's community consultations and Councillor workshops it was one area that was consistently mentioned but had perhaps been overcomplicated in the past in terms of where the responsibility lied.

WSMTC staff had taken the initiative to action and address some of the common themes and areas in need within the town centre. This has been a result of, and was being executed working in close partnership with NSC and the BID, without whom progress would not be made. Round the table discussions to understand issues, resources and requirements were held in January 2025, which have led to initiatives now being actioned with a combined resources approach.

It was reported that an improvement in the town center had been noticed and that the streets off the center needed attention and that contractors seemed to be waiting to clear.

Members welcomed the concept however raised concern that the benefits of it needed to be received in all areas of WsM and not just the town center.

It was reported that the roundabout boats needed attention to which the Deputy Town Clerk informed that orders had been placed to plant up and paint the boats.

It was noted that the coming changes in commercial waste from the 1<sup>st</sup> April and additional bins may exacerbate the cleaner streets issue and the lack of support for businesses with implementing this.

The Deputy Town Clerk reported that a new flag pole would be in place at the Italian Gardens, once siting permissions had been resolved and that the flag pole at Grove House, Grove Park was planned to remain.

It was noted that 9 Blooming Weston volunteers had been organised for planting schemes around the town.

In response to an update of the inclusion of a Literacy Festival within the town council events, the Deputy Town Clerk informed that she had provided information to Super Culture on this, who were looking to making a grant application to the Grants and Governance Sub Committee meeting.

**PROPOSED BY:** Councillor Roger Bailey  
**SECONDED BY:** Councillor Robert Skeen

A vote was taken and **carried** (noting one vote against). Accordingly.

**RESOLVED:** - To acknowledge and approve the Town Vitality initiatives for 2025 listed in 1.1-1.5 of the report.

**308 Waterpark Toilet Replacement**

The report of the Community Operations and Resources Manager had been previously circulated.

The purpose of the report was to provide an update with regard to the replacement of the Waterpark toilets following the decision made at the Finance and General Purposes Committee, held Monday 16th December 2024, *'to approve that the tender process could begin for the installation of two waterless toilets at the water adventure play park subject to budget.'*

Since then, quotes have been obtained to meet the resolution with regard to the Waterless toilets, these were provided in the Appendix attached. Initial consultation with Waterless toilet operators estimated costs of £25,000 which fell below the need for formal tender, hence the quotation process followed.

**PROPOSED BY:** Councillor Peter Crew  
**SECONDED BY:** Councillor Jemma Coles

A vote was taken and **carried**. Accordingly.

**RESOLVED:** -

- a) To approve the installation of Mains Drainage facilities in recognition that a Waterless system would not cope with the footfall numbers in peak season.
- b) To approve the lowest quotation for a mains drainage unit as follows:

John West Contractors:

Cabin = £24,500

	<p>Installation and removal of old - £11,600 (including adaption of concrete base / drainage)</p>
<p><b>309</b></p>	<p><b><u>LEISURE</u></b></p> <p><i>Councillor Jemma Coles left the meeting at 7.49pm</i></p> <p><b>UK Theatre Visit</b></p> <p>The feedback from Members and Officers who attended on the UK Theatre Visit on the 26<sup>th</sup> November 2024 had been previously circulated.</p> <p>It had been recognised that feedback and evaluation from attendance to events, conferences and training needs to be disseminated and shared with colleagues and councillors to provide awareness and knowledge growth.</p> <p>This report provides feedback on a recent visit to the UK Theatre HQ in London. The conference offered valuable insights for both staff and councillors, focusing on the current landscape for theatres, museums, and other public arts venues. A key theme across all organisations was the challenge of income generation, with discussions centred around strategies to enhance revenue in the context of an uncertain national environment.</p> <p>Both staff and councillors found the experience highly beneficial, as it provided dedicated time for open discussions on ideas and challenges, enabling a collaborative approach to addressing shared concerns and gain a clear understanding of the work carried out in the theatre.</p> <p>Discussion ensued regarding the conclusions of the Blakehay Business Review Start and Finish Group and the timetable for the interviews.</p> <p>The Chair requested an update for the Committee on the timetable for the interviews, to which the Deputy Town Clerk would address and circulate an update to members of the Committee.</p> <p>A vote was taken and <b>carried</b>. Accordingly.</p> <p><b>RESOLVED:</b></p> <ul style="list-style-type: none"> <li>a) To note the feedback report from Members and Officers.</li> <li>b) That an update on the timetable for the Blakehay Theatre interviews be circulated to the Committee ASAP.</li> </ul> <p><i>Councillor Jemma Coles returned to the meeting at 7.58pm.</i></p>
<p><b>310</b></p>	<p><b>To receive the proposal from EAT Festivals for Christmas Lights Switch On 2025</b></p> <p>EAT Festivals proposal to the Town Council to provide entertainment, a selection of high-quality producers to support the lights switch-on and management of these elements at a fee of £500 was previously circulated.</p> <p>The Committee noted that the council had a Service Level Agreement in place with the Town Centre Partnership to provide a Christmas Lights Switch on event and</p>

	<p>that unfortunately, there was no further budget provision available to approve the proposal.</p> <p><b>PROPOSED BY:</b> Councillor Jemma Coles  <b>SECONDED BY:</b> Councillor Peter Crew</p> <p>A vote was taken and <b>carried</b>. Accordingly.</p> <p><b>RESOLVED:</b> That on the grounds that the council had a Service Level Agreement in place with the Town Centre Partnership to provide a Christmas Lights Switch on event and that there was no budget provision available, it must decline the proposal from EAT Festivals.</p>
<p><b>311</b></p>	<p><b>Tourism Update for the 2525 Season</b></p> <p>A PowerPoint Presentation by the Visitor and Information Services Manager took place, focusing on the following key points:</p> <ul style="list-style-type: none"> <li>• 5 values/pillars (Town Council Strategy)</li> <li>• Internal thinking on brands</li> <li>• Cohesiveness with the organisation</li> <li>• Weston Welcomers</li> <li>• Silca</li> <li>• Interactive Map</li> </ul> <p>A question and answer session then took place and the Visitor and Information Services Manager encouraged members to contact him with any other questions and ideas.</p> <p>Members were impressed with the presentation and associated work carried out and thanked the Visitor and Information Services Manager for the very worthwhile presentation.</p>
	<p>There being no further business the Chair closed the meeting at 8.46 pm</p> <p>Signed.....Dated .....</p> <p>Chair of the Amenities, Culture and Leisure Committee</p>