

CLEVEDON TOWN COUNCIL**Minutes of the 424th meeting of COUNCIL held in The Council Office, 44 Old Street, Clevedon at 7.30pm on Wednesday 2nd November 2011**

PRESENT: Chairman – Cllr C Blades
 Councillors, C. Arnold, C. Bussey, C. Francis-Pester, B. Garner, J. Geldart, C. Hall, M. Hime, L. Knott, L. Little, P. McNeill, T. Morgan, J. Middleton, N. Pennycott, A. Shopland, D. Shopland, A. Walker, A. Withers, C Wring
 Town Clerk - Ms P Heath; Deputy Town Clerk – Mrs Johnson

7.30pm INFORMAL BUSINESS**FORMAL BUSINESS****11/150 APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Cllr G Hill (family commitments), J. Norton-Sealey (Illness),

RESOLVED: That Council **ACCEPTS** the apologies and reasons given for absence.

11/151 DECLARATIONS OF INTEREST

There were no declarations of interest for items on the agenda

11/152 THE MINUTES OF TOWN COUNCIL MEETING

RESOLVED: That the Minutes of the Council meeting held on 7th September 2011 were approved as a correct record and signed by the Chairman

11/153 THE CHAIRMAN'S COMMUNICATIONS – FOR INFORMATION ONLY**153.1 Official Opening of Asda**

Members were told that due to operating restrictions the official opening of the store had been amended. 2 Councillors including the Vice Chairman should attend on 7th November and a specific reception for Town Council would be at a later date. It was **AGREED** that Cllr Knott and Cllr Geldart would accompany the Vice Chairman.

153.2 Council Christmas Celebration

The Chairman informed Members that they were invited to join him for drinks and refreshments after the 4th January 2012 meeting.

11/154 THE TOWN CLERKS REPORT AS PER THE ATTACHED LIST**Newsletter and reports –**

The following newsletters and reports have been received and are available from the office.

Local Council Review Autumn 2011

Copy of articles – opening new opportunities
 Saving spaces
 Interview with CEO DEMOS

DIS – copies of which were emailed to Councillors – hard copy attached for those Councillors without email addresses, 767,768.

Diary Dates

13th November 2011 – 1.45 Remembrance Parade – Queen Square (Schedule already sent out)

The Town Clerk reminded Members that Councillors wishing to attend the Salvation Army Christmas Carol Services should tell the Town Clerk by the end of the meeting; this is a ticket only event.

The Town Clerk informed members that 2 additional letters had been placed in the files at the meeting. Invite from Bristol Airport for 1st December and press release from NSC on the budget cuts; these were noted.

11/155 TO RECEIVE AND RATIFY MINUTES OF THE COMMITTEE MEETINGS

11/155.1 PLANNING 31ST AUGUST 2011

Minutes of the Planning Committee meeting were presented by Cllr Garner as Vice-Chairman of the Committee, and **AGREED**.

There were no Part 1 items. The Committee Vice-Chairman invited questions or comments on Part 2 items there were none

11/155.2 FINANCE AND GENERAL POLICY – 12TH SEPTEMBER 2011

Minutes of the special Finance & General Policy Committee meeting were presented to the meeting and **AGREED**.

The Committee Chairman invited questions or comments on Part 2 items there were none

11/155.3 PLANNING 14TH SEPTEMBER 2011

Minutes of the Planning Committee meeting were presented by Cllr Garner as Vice-Chairman of the Committee, and **AGREED**.

There were no Part 1 items. The Committee Vice-Chairman invited questions or comments on Part 2 items, there were none

11/155.4 TRANSPORT & HIGHWAYS COMMITTEE – 21ST SEPTEMBER 2011

Minutes of the Transport & Highways Committee meeting were presented to the meeting, and **AGREED**.

The Committee Chairman invited questions or comments on Part 2 items

TH 11/95 Holly Lane a question was asked as to why the car park option was being considered. It was explained that the Committee had investigated several solutions for the problem of parking on Holly Lane during games on the pitches. Ideally, this could be solved by Double Yellow Lines or the creating of a clear way but this was not supported by Police and NSC Highways. An option to create a Car Park had come from NSC and the Committee would investigate it if the current signs fail to produce the desired results. The groups using the pitches had been reminded on several occasions that they could park in the school grounds.

Informal Session – Miss-use of footpaths

Members were informed that following the committee meeting the horse riders had formed a pressure group Riders Rights and Safety Association. Working with the Rights of Way officer in NSC bridle paths in and around Clevedon that had been illegally closed would be reopened and new permissive routes negotiated.

TH 11/102 Brown Signs – Cllr Hall informed Members that he would be negotiating with the Highways Agency on behalf of NSC for Brown Tourist Signs on the Motorway, and volunteered to obtain the internal brown signs in Clevedon from the highways department at NSC.

11/155.5 FINANCE AND GENERAL POLICY – 28TH SEPTEMBER 2011

Minutes of the Finance & General Policy Committee meeting were presented to the meeting and **AGREED**.

Part 1

Proposed seconded and **RECOMMENDED** that Clevedon Town Council undertakes the recommendations from the IT working group (shown below) in the current financial year up to a budget of £5000.

Working group recommendations from the report

Hardware

To purchase 3 stand computers, 1 lap top with a suitable specification/price ratio around 4gb memory with soundcard and graphics, memory card reader. Windows 7.

Software

To purchase or download office packages –Microsoft Office 2010.

Accounts Package

To continue to use RBS Omega accounts package, which is sector, designated.

Broadband –

To change to BT,

Telephone system

To continue with BT Office telephone package

Email:

To provide Outlook or similar for email management

Web Site and Domain Name

To keep provision of Web Site at BT and Domain name at CSC as current

Security

To continue with AVG online security

To purchase “Drop Box” access systems

For Hirers

To purchase a wireless router provision to provide WI FI connection for hirers and Planning meetings.

To purchase a projector which can be hard line attached to lap tops

AGREED

The Committee Chairman invited questions or comments on Part 2 items there were none

11/155.6 PLANNING – 5TH OCTOBER 2011

Minutes of the Planning Committee meeting were presented by Cllr Garner as Vice-Chairman of the Committee, and **AGREED**. The Committee Vice-Chairman invited questions or comments on Part 2 items; there were none

11/155.7 TOWN EVENTS & AMENITIES – 12TH OCTOBER 2011

Minutes of the Town Events & Amenities Committee meeting were presented to the meeting, and **AGREED**.

There were no part 1 items, The Committee Chairman invited questions or comments on Part 2 items;

90.3 Strode Road – a meeting had been set up with NSC to discuss the capping work on Strode Road playing fields, This has been deferred due to economic constraints, it is hoped to revisit this project in the future.

90.12 Clevedon Hospital – it was agreed to chase a response.

11/155.8 ENVIRONMENT & PROPERTY – 24TH AUGUST 2011

Minutes of the Environment & Property Committee meeting were presented to the meeting and **AGREED**

Part 1

*[EP 11/161 Proposed, seconded and **RECOMMENDED** that the caretakers/handyman fixed term contract be converted to contracted employment on 1st April 2012.]*

AGREED

*[EP 11/162 Members discussed it was proposed, seconded and **RECOMMENDED** that the Council should formulate the policy on memorial trees. It was **AGREED** that as this was outside the Committee remit the formulation of the policy should be a part 1 item].*

It was **AGREED** that a draft policy should be drawn up by the Committee for ratification by the Council at its next meeting.

The Committee Chairman invited questions or comments on Part 2 items;

EP 11/70 42 Old Street

Members discussed the issues raised in the letter sent by the tenant to the Letting Agent.

11/155.9 ALLOTMENTS – 3rd October 2011

Minutes of the Allotment Committee meeting were presented, by the Chairman to the meeting and **AGREED**. The Committee Chairman invited questions or comments on Part 2 items;

11/55.1 Moor Lane Gate – Members were informed that this is still an ongoing investigation.

11/155.10 ALLOTMENTS – 10th October 2011

Minutes of the Allotment Committee meeting were presented, by the Chairman to the meeting and **AGREED**. The Committee Chairman invited questions or comments on Part 2 items; there were none.

11/156 TO AGREE ACCOUNTS FOR PAYMENT PER THE ATTACHED LIST

RESOLVED: that the Council approves the accounts for payment, as per the attached lists

11/157 APPROVE RETROSPECTIVE ACCOUNTS PAID PER THE ATTACHED LIST

RESOLVED: that the Council approves the retrospective accounts for payment, as per the attached list

11/158 RECEIVE AND AGREE RECOMMENDATION FROM THE INFORMAL MEETING HELD ON 18TH OCTOBER

*(Proposed by Cllr Shopland, Seconded by Cllr Francis-Pester and **RECOMMENDED.** to Council: that a letter be sent to North Somerset Council requesting 1) a breakdown of services that are to be cut or provision reduced including cost and the savings that are to be made. 2) Details of the contracts relating to those services with their due date 3) that this information is received by the Town Council before Wednesday 30th November, to enable a special council meeting to discuss them and agree any investigation work)*

AGREED

*(Proposed by Cllr Shopland, Seconded by Cllr Francis-Pester and **RECOMMENDED.** That should the Council decide to investigate the taking over or transferring of services/assets, all investigations are carried out by the Finance and General Policy Committee with a final report being made to a special council meeting before the completion of the Councils budget at the Precept Meeting on 25th January 2012)*

AGREED

11/159 DISCUSS RECENT PROBLEMS IN QUEENS SQUARE.

Members discussed at great length the apparent inability of the CCTV cameras to focus on some areas of Queen Square and the reduced staffing of the monitoring room. There was also concern expressed on the reduction of police numbers in and around Clevedon. Members felt that there should be a discussion held with the Police and NSC on the location and operating ability of the CCTV cameras in Clevedon, the response times and procedures when an incident observed and the quality of the evidence provided by the cameras. Members also felt that an in-depth discussion with a senior police officer as to the level of policing in Clevedon should be held as soon as practicable. Members were dissatisfied at the apparent extent of unresolved issues being used as excuses and felt that there should be greater liaison between the police, NSC and the Town Council on policing matters

Proposed, seconded and **RESOLVED:** that Clevedon Town Council 1) informs NSC that they are minded to request that the payment via Special Expenses for CCTV be withheld to demonstrate their dissatisfaction with the operating of the system and police response. 2) Requests a meeting with a senior police officer responsible for operational matters in Clevedon as a matter of urgency.

11/160 FORMALLY APPOINT A TOWN COUNCIL REPRESENTATIVE ON THE CLEVEDON TWINNING ASSOCIATION COMMITTEE

Members reaffirmed Cllr Hall as the Town Councils representative. It was unclear why the Chairman of the Twinning Association had erroneously reported the Cllr Hall had resigned from the Committee and Cllr Knott had agreed to take over.

11/161 RECEIVE NOTIFICATION OF REVIEW OF MEMBERS ALLOWANCE SCHEME

Members noted the document, which had been circulated with the agenda

11/162 RECEIVE NOTIFICATION OF STREET LIGHTING SWITCH OFF PHASE 2

Members noted the document, which had been circulated with the agenda

11/163 RECEIVE MOTION BY CLLR SHOPLAND:

“That this Council ask North Somerset District Council to investigate: a) the possibility of controlling the number of Charity Shops in any given shopping area; b) that Charity Shops pay full rates as other shops do”.

Cllr Shopland requested that this be amended to include fast food and takeaway outlets; members noted that these do pay full business rates. Members were reminded that part (a) is governed by planning law set and part (b) has mandatory relief. It was **AGREED** to discuss this motion at the next planning meeting.

Meeting closed at 9.20pm

APPROVED AS A TRUE RECORD

CHAIRMAN.....

DATE.....