

**CLEVEDON TOWN COUNCIL**

**MINUTES OF THE TOWN EVENTS & AMENITIES COMMITTEE MEETING HELD IN THE COMMITTEE ROOM, 44 OLD STREET ON WEDNESDAY 19<sup>TH</sup> FEBRUARY 2014**

**PRESENT:** Cllr C Francis-Pester – Committee Chairman in the Chair  
Cllrs J Geldart, L Knott, L Little, P McNeill, T Morgan, N Pennycott,  
A Shopland, G Watkins, Mrs I Johnson – Deputy Town Clerk  
Mrs P Heath – Town Clerk

**IN ATTENDANCE:** Ms B Chapman on behalf of Theatre Orchard  
Mr J Simcox, Mr J Norman and Mr P Onslow Clevedon Tides Festival

**7.30 pm      INFORMAL BUSINESS**

1. POP UP THEATRE CLEVEDON Becky Chapman representing Theatre Orchard, the company facilitating the pop up production in an empty shop in Clevedon, outlined plans for the production to be performed by local actors. There would be three shows at 11.00 am, 1.00 pm and 3.00 pm on both the 22<sup>nd</sup> and 29<sup>th</sup> March. Flyers giving a preview of the play were provided for Members. The production is made possible by NSC's High Street Innovation Fund and local sponsorship. It will be free and short. The venue to be announced on 10<sup>th</sup> March. All attending will be given a free map and a voucher booklet for local offers.

Cllr Geldart outlined plans for the Graphic Town Map to be funded by the Town Council see minute TEA/14/708 for the information presented on the map. It is hoped to work with Mandy Bishop at NSC regarding distribution of the map at tourist information points.

2. CLEVEDON TIDES FESTIVAL Representatives had attended about one year ago to outline plans for widening the MARLENS Festival. The festival is planned for the third weekend in September and will be the 10<sup>th</sup> festival on the weekend of the highest tides. More significant events are planned for Friday. The festival will involve more organisations which will in turn broaden the festival intellectually and geographically. The festival could also be a publicity platform for other organisations in the town. Schools and businesses will be involved. Plans for sponsorship are underway.

Paul Onslow, a local businessman, representative of the Clevedon Chamber of Commerce who works in marketing spoke on his work to modernise and improve promotion of the Festival through social media, website and a distinctive logo. He also had plans for satellite internet on Salthouse Fields over the festival weekend. It is hoped that the Festival will celebrate Clevedon and its history. However it is important for the festival to grown slowly.

The Committee Chairman emphasised the need to demonstrate that Marine Lake is an integral part of the future for Clevedon as part of the Heritage Lottery Fund application.

3. STREETS AND OPEN SPACES UPDATE Mr Withers unable to attend due to annual leave.

**7.48 pm      FORMAL BUSINESS**

**TEA/14/703      APOLOGIES FOR ABSENCE**

All Committee members present.

**TEA/14/704            DECLARATIONS OF INTEREST FOR ITEMS ON THE AGENDA**

There were no declarations of interest made at the meeting.

**TEA/14/705            MINUTES**

The minutes of the meeting held on 4<sup>TH</sup> December 2013 were approved and signed.

**TEA/14/706            UPDATE ON THE COMMITTEE BUDGET FOR 2013/14**

The update on the Committee budget was NOTED.

<b>PART I</b>
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**TEA/14/707            SALTHOUSE FIELDS TENNIS COURTS see also min TEA/14/712  
TO DISCUSS AND AGREE DRAFT HEADS OF TERMS**

**RESOLVED:** To recommend acceptance of the Draft Heads of Terms to Council. The following points to be queried prior to the final lease being signed;

1. Costs – itemisation and clarification of costs.
2. Permitted Use – To request the removal of the word “only”. Concern that organisations may wish to book the courts.
3. To confirm the condition of the courts on hand over.

**Action: Town Clerk/Deputy Town Clerk**

<b>PART II</b>
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**TEA/14/708            ITEMS ARISING FROM INFORMAL BUSINESS ABOVE**

708.1 POP-UP THEATRE CLEVEDON – To consider draft design of town map.

Members recalled that £1500 had been earmarked for the map to be used at the Theatre Orchard productions on 22<sup>nd</sup> and 29<sup>th</sup> March 2014. Cllr Geldart had obtained quotations for the printing of this A3 map. A quotation in the sum of £750 had been received from a Clevedon designer for the artwork for the map. Examples of the design and graphics for the map were circulated. Cllr Geldart had met with Paul Conolly, NSC Public Transport to discuss the map. He is interested in using the map on the reverse bus interchange board in Queens Square. Other possible uses of the map could be the Clevedon Vision document. Due to the short timescale it was;

**RESOLVED:**

1. To arrange for the map to be displayed at the Town Council Offices on Thursday 6<sup>th</sup> March 2014 with a comment book for Members to record their observations on the map
2. To arrange a meeting of the Editorial Committee, set up at the last TEA Committee meeting, for Friday 7<sup>th</sup> March 2014 at 11.00 am. To delegate authority to the Editorial Committee to agree the costings, design, content and printing of the map.

708.1 POP-UP THEATRE CLEVEDON continued...

3. Prior to the above meeting the Town Clerk to inform the Editorial Committee of the formalities required ie quotations and any copyright issues concerning the future use of the map.
4. Members asked that the following be included on the map; car parks, hospital, information regarding attractions in Walton off of the map, information as to where to catch buses in Clevedon to other local towns and the main street names.

**Action: Town Clerk/Deputy Town Clerk**

## 708.2 CLEVEDON TIDES FESTIVAL

**RESOLVED:** To keep this item on the agenda and ask for a further update in the summer.

**Action: Deputy Town Clerk**

## 708.3 STREETS &amp; OPEN SPACES – NO UPDATE

**TEA/14/709 FLOWER BED MAINTENANCE CONTRACT**

Members were reminded that this is a three year contract. The Flower Bed Contract Working Party had agreed that this year's summer bedding should be in pastel shades, last year's being in bright colours. The Contractor was complimented for reacting quickly to vandalism of the planters.

**RESOLVED:** To approve the summer bedding Total cost £4,800 to include sourcing, supplying and delivering plants to site, preparing beds and planting.

**Action: Town Clerk**

**TEA/14/710 CHRISTMAS LIGHTS – TO REVIEW THE 2013 CHRISTMAS LIGHTS PROVISION**

Members reported positive comments about the Christmas lights this year.

**RESOLVED:** Prior to the next meeting;

1. To confirm the arrangements for the electricity to the lights in the tree in Queens Square and whether these are working.
2. To investigate the uplighters adjacent to the Clock Tower and ascertain their condition as they do not appear to be working.
3. To consider moving the tree in the flower bed adjacent to the Clock Tower.

**Action: Deputy Town Clerk**

**TEA/14/711 FUTURE PROVISION OF PUBLIC TOILETS AT PIER COPSE –**

Members considered the reply from NSC concerning their request for future Section 106 funding towards additional toilet provision. They queried in particular the statement 'contributions can only be collected to deal with problems that are directly caused by the development in question and cannot be used to resolve pre-existing issues'. Members queried how this could be proved and quoted examples where this had not been the case.

**RESOLVED:** Cllrs Francis-Pester and Blades to take these matters up with the NSC Director of Development & Environment and report back to the Committee.

**Action: Cllrs Francis-Pester/C Blades**

**TEA/14/712 SALTHOUSE FIELDS TENNIS COURTS**

712.1 MINUTES OF THE SUB-COMMITTEE MEETING HELD ON 27 JANUARY 2014  
These had been approved by the Sub-Committee and were accepted by the TEA Committee

712.2 MINUTES OF THE SPECIAL SUB-COMMITTEE MEETING HELD ON 17 FEBRUARY 2014 – These minutes were circulated at the meeting and concerned minute TEA/14/708 above and TEA/14/712.4 below.

712.3 REPLY FROM NSC TO QUERIES RAISED AT THE LAST TEA COMMITTEE  
NSC had confirmed; 1) the £15,000 grant will be paid upon the completion of the lease; 2) NSC will be paying their own legal costs; 3) Confirmation that upon completion of the lease, North Somerset will ensure that the posts and nets are in a serviceable condition. NOTED.

712.4 TO AGREE REVISED QUOTATION FROM THE FENCING CONTRACTOR TO INCLUDE A SECOND GATE AND FENCING THROUGH MIDDLE OF COURTS

**RESOLVED:** To agree the amended quotation of £14,177 in total which is still within the £15,000 allocated under the NSC Community Infrastructure Grant.

DRAFT MINUTES SUBJECT TO RATIFICATION BY THE COMMITTEE AND COUNCIL

**Action: Deputy Town Clerk**

**TEA/14/713 TO CONSIDER RESPONSE TO THE NSC OFF STREET PARKING PLACES CHARGES FOR CLEVEDON SEAFRONT CAR PARKS**

The deadline is 21 February 2014 therefore the Transport & Highways Committee is unable to comment. Complaints have been received from the public regarding the charging structure and the level of charges.

**RESOLVED:**

1. To reiterate the comments made for the past few years questioning why the two Clevedon Car Parks at the Salthouse and Hawthorns have a different structure for charges than all the other car parks on the Order ie car parking is charged up to 1 hour; 2 hours; 3 hours; 4 hours; 5 hours; 6-24 hours in the other car parks. Whereas Clevedon car parks are charged up to 1 hour; up to 4 hours; all day 24 hours.
2. Request that the peak season charges for Clevedon remain as 2013 with no increase in the hourly rate or the all day 24 hour tariff.
3. To request details of the revenue and expenditure figures for these car parks.

**Action: Deputy Town Clerk**

**TEA/14/714 REPORTS FROM TOWN COUNCIL REPRESENTATIVES ON OUTSIDE BODIES;**

- 714.1 **Community Association** Cllr C Francis-Pester reported on the meeting last week. Hall bookings had increased and work on the kitchen is due to commence in March. Concerns raised by a Member about the toilet facilities back stage for performers.
- 714.2 **Curzon Cinema** Cllr J Geldart reported on the last meeting. Attendance figures were improved for November and December. New ideas include; a change in the film programmer; no bi-monthly printed programme as this restricted changes to programmes – this would be open to review; seeking greater use of the Oak Room.
- 714.3 **N Somerset Safety & Coastal Advisory Group** Cllr R Garner. No meeting.
- 714.4 **Clevedon Civic Society** Cllr C Wring A programme of events for February/March was circulated.
- 714.5 **Strode Leisure Centre User Group** Cllrs C Blades had been informed that an order for the refurbishment of the changing facilities would be placed soon by NSC, a User meeting would then be arranged.
- 713.6 **Clevedon Pier Trust** Cllr L Knott had been unable to attend the last meeting
- 714.7 **Clevedon Sailing Club Ctte** Cllr L Knott had no information however she would be discussing with the Club the Clevedon Tides Festival.
- 714.8 **Clevedon Twinning Association** Cllr G Watkins reported that subscriptions were low. He is unable to attend an event in Epernay on behalf of the Chairman of Council. Visits to Ettlingen to attend festivals in June and August will be publicised.
- 714.8 **N Som CAB** Cllr B Hatch had sent her apologies as she had been away. There was no report.
- 714.9 **Police & Communities Together** Cllr P McNeill Minutes of the meetings held in December were available. Cllr Geldart had attended the last meeting and reported on a Police survey of parking on double yellow lines. The Transport & Highways Committee had received a letter from PACT concerning the Station Road bollard being left in a down position. A reminder letter is being sent to traders.
- 714.10 **Gwilliam & Woodward Trust** Cllr L Little reported that the next meeting is on 22 April 2014. Cllr Little did not wish to continue as the Town Council representative after May 2014.
- 714.11 **Clevedon Pride** Cllr N Pennycott had been unable to attend the last meeting.
- 714.12 **InClevedon** Cllr B Hatch. No report.

DRAFT MINUTES SUBJECT TO RATIFICATION BY THE COMMITTEE AND COUNCIL

**TEA/14/714            REPORTS FROM TOWN COUNCIL REPRESENTATIVES ON  
OUTSIDE BODIES** continued...

714.13 **Clevedon Tides Festival** Cllrs C Francis-Pester, J Geldart, G Watkins – See informal business above.

714.14 **Clevedon Commissioning Network** Cllr J Geldart reported that the group is meeting regularly.

**RESOLVED:** To ask a representative from the Network to attend a future meeting.

**Action: Deputy Town Clerk**

**TEA/14/715            FOR INFORMATION** Items available at the meeting.

715.1 **CLEVEDON CCTV STATISTICS** - CCTV log for November and December 2013 available at the meeting - NOTED

715.2 **VOLUNTARY ACTION NORTH SOMERSET** – Winter Newsletter NOTED.

**TEA/14/716            CHAIRMAN ITEMS FOR INFORMATION ONLY**

There were none.

**TEA/14/717            TO DETERMINE PART I AND PART II ITEMS**

Salthouse Fields Tennis Courts – Draft Heads of Terms.

The meeting finished at 9.20 pm

APPROVED AS A TRUE RECORD

CHAIRMAN:.....

DATE:.....