

**CLEVEDON TOWN COUNCIL****Public Session**

## Public Participation

**Clevedon Skatepark Project**

Three members of the Skatepark Project, Tom Knott, Paul Redford and Neil James gave a presentation to the Town Council concerning the Skatepark Project. The Council was brought up to speed with the Project to date.

It was remarked that the existing Skatepark has been in situ since 2003 with a 15 year lifespan. The existing equipment is now requiring more maintenance and repairs.

Various fundraising events have taken place over the last couple of years and the proposal now is to split the project into three elements. A new skatepark. A Pump track. A Youth Hub.

The whole project is aimed at providing a great place for the youth to come and hang out, and engage with the Youth Hub.

There are drainage issues that need to be investigated concerning the neighbouring plot of land that could be transformed into the Pump Track.

The main focus is to start fundraising and gain support for a new skatepark to be built from concrete that will give a much longer lifespan.

In 2019, the original cost of the project was £179,000.00 for the Skatepark, £150,000.00 for the Pump Track and £35,000.00 for the Youth Hub. Totalling £364,000.00. These figures will have since increased.

The Skatepark Project are looking to seek Planning permission for the site, as once obtained this will allow more grant application opportunities with the Lottery and other causes that could provide funding.

The Chairman of Council thanked the team for the presentation and update. It was agreed that more dialogue needs to happen between NSC, the Town Council and the Skatepark Project team.

It was asked about the maintenance and management of the equipment once the project(s) are completed. The Skatepark Team confirmed that they foresaw the Town Council taking on that responsibility.

The Skatepark Team hope that the Working Group of the Council could be formed again and discussions and a way forward can be achieved between all parties.

**Committee Structure**

A member of the public raised concern with agenda item 1698. If the Council was considering the reinstatement of all Standing Committees then please consider the toll that this is currently having on the Acting Proper Officer and other staff members as they are short staffed due to the absence of a Town Clerk.

Minutes to be ratified at Full Council on 20<sup>th</sup> March 2024

8.15pm - The Chairman moved the meeting into formal session

### Minutes

**Minutes** of a **Meeting** (commenced at 7.30pm) of **Clevedon Town Council** held at the **Council Offices 44 Old Street Clevedon** on Wednesday **28<sup>th</sup> February 2024** when the following business was transacted.

**PRESENT** Chairman of the Council – Cllr T Morgan together with Councillors - N Barton, B Culblaithe, C Francis-Pester, A Gardner, A Goodliffe, C Lord, K O’Brien, D Shopland & R Westwood.  
Members of the Public – 8 and 3 Members of the Clevedon Skatepark Project

**1687 To receive and approve apologies for absence**

Apologies were received and **APPROVED** from Cllr A Everitt (unwell), Cllr A Gardner (another commitment) and Cllr H Young (family).

Apologies also received from Mr B Chislett – Town Council Tree Officer

**1688 To receive declarations of interest for items on the agenda**

There were no declarations of interest for items on the agenda.

**1689 To receive and ratify the minutes of the Council meeting dated 7<sup>th</sup> February 2024**

Proposed, Seconded and **APPROVED** the 7<sup>th</sup> February 2024 minutes which were signed as a true copy by the Chairman.

**1690 To receive any questions from members following the Clevedon Skatepark Project Presentation and to decide whether to support the project**

**RESOLVED:** that the Skatepark Project be discussed in more detail as an urgent item at the next Property Committee meeting.

**1691 To receive an update from Cllr Westwood, Yeo Ward, regarding the Millcross/Alliance Homes development**

Cllr Westwood confirmed that the proposed development is for 60 houses to be built that will be for sale or rental. The split will be 50/50. The land is understood to be classed as Brownfield land, with the site potentially needing to be raised to support new regulations around flooding and drainage.

A full planning application is to be submitted late Summer/Autumn 2024 and work will commence within three months, once planning permission is achieved. The houses will be classed as affordable rental and assisted purchase and be environmentally competent houses when built.

**1692 Allotments**

**(1) To receive any Part I items from the Allotment Committee meeting held on 28<sup>th</sup> February 2024**

The Council Clerk confirmed that due to apologies received from Council members the meeting was not quorate and was cancelled.

The Council Clerk advised members that she had apologised to the Committee Clerk for the amount of time that had been spent conducting Allotment site visits and administration work completed, only for the meeting to not be able to proceed due to lack of Councillor attendance and not being quorate.

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**1693 Planning****(1) To discuss and agree recommendations for the Planning applications received from NSC for each Ward**

**EAST WARD** - The following Planning applications were **APPROVED** by the East Ward Councillors 24/P/0198/TRCA, 24/P/0081/PIP, 24/P/0202/FUL & 24/P/0246/FUH

**SOUTH WARD** – The following planning application was **REFUSED** by the South Ward Councillors. 24/P/0216/FUH – The proposal is located on Moor Lane, on the B3133, which is a busy and fast road. If the boundary wall to the property was to be removed there would be difficulty of a vehicle joining the highway which gives road safety concerns.

**WALTON WARD** – The following planning applications were **APPROVED** by the Walton Ward Councillors.

24/P/0138/FUH, 24/P/0206/FUH & 24/P/0257/FUH.

**WEST WARD** – The following planning application was **APPROVED** by the West Ward Councillors. 24/P/0239/FUL. The Town Council has observed and noted the objections submitted online.

**1694 Town, Events & Amenities****(1) To receive and decide a response concerning a letter received from Sir L Fox to a request from NSTA to install locks on the Salthouse Fields Tennis Courts**

The Tennis Courts Sub-Committee members advised that the matters being raised have been discussed in the past and will be considered at a forthcoming meeting once the Sub-Committee have visited another tennis court facility in Weston Super Mare to understand the implications of installing a locking facility and the administration by the Council offices that would be required to support it.

**RESOLVED:** that this item be discussed at the next Town, Events & Amenities Committee meeting and subsequent Tennis Courts Sub-Committee meeting.

**1695 Finance & General Policy****(1) To receive an update on the Council Accounts from the Locum RFO**

The Council Clerk confirmed that the Rialtas expert has visited the Council on four separate occasions and work on the 2022/23 accounts is getting closer to completion. A report is expected to advise the Council of the findings of the difficulties experienced in correcting the accounts during this period.

The Council Clerk also advised that the Locum RFO has booked in for the 2023/24 accounts closedown on the 15<sup>th</sup> May 2024 and work on the accounts will commence with the target date in mind.

**(2) To agree to Bridget Bowen being the Internal Auditor for the Council for 2023/24**

**RESOLVED:** that the Council Clerk confirmed that the minutes were agreed on 26<sup>th</sup> July 2023, Minute no. 1450.

**(3) To receive and note the Internal Auditor draft report concerning the Council accounts, year ending 31 March 2024**

**RESOLVED:** that the Finance & General Policy Committee work to resolve further matters concerning the accounts as detailed in the Internal Auditor's report.

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**(4) To discuss and agree to continue to support the Youth Worker at The Barn 2024/25**

The Chairman of Council confirmed to members that the 2024/25 budget arrangements are set aside for groups including the YMCA, The Barn and others to support the day to day management of the facilities. There is an urgency to agree to providing a grant to The Barn due to from the 1<sup>st</sup> April 2024 the staff will be given notice to leave their employment.

Proposed, Seconded and **AGREED** to support the continuation of the Youth Work at The Barn.

**(5) To agree payment of the grant for the Youth Worker at The Barn for 2023/24**

The Chairman of Council advised that a provision had been set aside for The Barn in 2023/24 and to date has not been made payable to them. The Barn had provided an explanatory paper before the meeting to Council members to confirm the breakdown in costs, totalling £27,000.00.

Proposed, Seconded and **AGREED** to pay the amount of £27,000.00 from the 2023/24 budget to The Barn.

The Chairman of Council also made it clear that urgent dialogue needs to take place between the owner of The Barn being NSC, the Town Council and The Barn themselves to progress matters further with an occupier's licence and day to day running of the property.

**(6) To receive and agree whether to support the LitFest large grant request for £8,000.00 for 2024/25 (7<sup>th</sup> February 2024 – min. no. 1678(3))**

**RESOLVED:** that following the presentation by the LitFest at the Council meeting held on the 7<sup>th</sup> February 2024, that a grant of £2,000.00 be given to the project. The Council is seeking to be able to support more groups that require monetary aid during these difficult times.

**1696 Property****(1) To receive and note the minutes from no. 42 Old Street Working Group meeting held on 14<sup>th</sup> February 2024. To discuss and agree recommendations**

A Committee member confirmed that quotes are now being obtained for the required works to the property.

**1697 Transport & Highways****(1) To discuss and agree a response to NSC concerning the Bus Service Improvement Plan (BSIP) Consultation**

The Chairman of Council stated that the consultation for the BSIP closes on 29<sup>th</sup> February 2024. The main issues that he foresaw was on Central Way whereby cars, including buses will be held back in a queue of traffic, as far as the roundabout by Tesco, due to the restriction ahead of a bus lane close to the motorway roundabout junction. The left hand lane on Central Way before the motorway should be kept free for local traffic, as now. To install a bus lane here will not see any savings on bus times, they will be lost due to congested traffic waiting to join the wider section of road.

Yatton is seeing an increase in the number of houses being built in the Town which will increase the number of cars travelling between the towns.

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Concern also raised if bus lane cameras are installed as a way of fining those who venture into the bus lane. The proposal will only increase the amount of emissions and congestion, not ease it.

There are two periods when the traffic is busy in the Town and this is around rush hour in the morning and evening, all other times are clear.

There are so few buses in the Town to warrant the installation of the bus lanes proposed.

Proposed, Seconded and **AGREED** to reject all proposals for the Bus Service Improvement Plan in Clevedon.

**(2) To discuss and agree a response to NSC concerning the Parking Restrictions on Notice of Intent for Clevedon roads**

The Council Clerk confirmed that the NSC Parking Restriction information had been submitted to all members prior to the meeting.

Council members agreed to all proposals suggested, with the exception of the refusal to install double yellow lines on Old Church Road adjacent to the Petrol Station. The Council believes this is a mistake as the area becomes congested on a frequent basis, allowing only one car through the road, in one direction at any time.

Council members were pleased to note that double yellow lines will be increased on Park Road, as this road has received numerous complaints from residents due to safety concerns.

**1698 To receive the motion from Cllr D Shopland, C Blades, C Lord, B Culblaithe & C Francis-Pester that this Council resolves to reinstate the Council's original committee structure, that it elects and appoints sitting Councillors to serve on the Council's former standing committees and sub-committees**

**Namely – Standing Committee's – Allotments; Planning; Transport & Highways; Town, Events & Amenities (incorporating Climate Change); Property, Staffing and Finance & General Policy.**

**Sub-Committee's – Christmas Lights and Tennis Courts (Town, Events & Amenities).**

**Maximum of 7 members to each Committee. Subject to Councillors preferences expressed at the meeting.**

The Chairman of Council raised with Council members that if the Council intends to reinstate all Committee's that consideration should be given to the office staff, as highlighted during the Public Participation section of the meeting.

The Chairman continued to stress that there will be a requirement to discuss and agree Terms of Reference for each Committee. The frequency of meeting's and how they will be clerked due to the absence of a Town Clerk. A large piece of work has already been conducted by the former Locum RFO to bring a new structure into place, which has not been fulfilled as suggested. There are only nine weeks left before the Annual Statutory meeting so why not leave the changes to the Committee's until then. With the employment of two new administrators their contracts are not permitted to support evening work, or to support every Committee. If changes are made then the Council may need to revisit and renegotiate all staff contracts to support the clerking role.

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By way of example the Allotments Committee have had to cancel the last two meeting's due to not being quorate due to Council members non-attendance.

Proposed, Seconded and **AGREED by 7 votes to 3 against** that the Council reinstates the Council original Committee structure to support the seven Standing Committee's mentioned within the minute no. 1698.

The Council members discussed and agreed to the following Committee membership for the Standing Committees.

Allotments – To retain the current membership – Chair – Cllr A Gardner. Councillor members - Cllrs N Barton, A Everitt, A Goodliffe & R Westwood. (5).

Planning – Chair – Cllr C Francis-Pester. Councillor members - Cllrs N Barton, D Shopland & K O'Brien. (4). The Council Clerk advised that not all Council Wards are being supported by the Committee membership.

Transport & Highways – Chair – Cllr N Barton. Councillor members - Cllrs C Blades, H Blades, B Culblaithe and D Shopland. (5).

Town, Events & Amenities – to support Climate Emergency Working Group, with Sub-Committees – Christmas Lights and Tennis Courts. Membership of Sub-Committees to be decided. Chair – C Blades. Councillor members – N Barton, C Francis-Pester, A Goodliffe & K O'Brien. (5).

Property – Chair – Cllr D Shopland. Councillor members – N Barton, B Culblaithe, C Francis-Pester & C Lord. (5).

Staffing – Chair – Cllr C Lord. Councillor members – N Barton, C Blades & C Francis-Pester. (4).

Finance & General Policy – To be formed by the Chairs of all Committees, namely, Cllr Gardner, Cllr Francis-Pester, Cllr Barton, Cllr C Blades, Cllr D Shopland and Cllr Lord. (6).

It was proposed to hold a further Council meeting in a couple of weeks' time to confirm the frequency of meetings and clerking arrangements.

## **1699 Clerks Report**

The Clerk raised the following items of correspondence, seeking further support.

### **Westlocal application**

An email concerning the All Aboard the 56 Bus Group campaign was circulated to members before the meeting.

**RESOLVED:** to discuss the request for support at the next Committee meeting for Transport & Highways.

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**Local Technology Support Groups**

An email from the Commissioning, Partnerships and Housing Solutions team at NSC is looking to provide Technology Enabled Care in the community and has asked for support from local Councils. Council members asked to contact Council Clerk if they have information related to this topic that can help the project. **Action – Councillors**

**Bleed Kit locations**

An email from the Violence Reduction & Interventions team at NSC are looking for ‘bleed kit’ locations in Towns as part of the Knife Angel awareness campaign. The Chairman of Council had suggested the toilet blocks in the Queens Square and The Chalet on the Seafront. The Council Clerk suggested Public Houses. If Council members have further suggestions to let the Clerk know. **Action – Councillors**

**1700 To receive information from Clevedon North Somerset Councillors relating directly to Clevedon**  
There were no items received under the District Councillors report.

**1701 To receive the Chairman’s Report**  
There were no items received under the Chairman’s report.

The Chairman of Council closed the formal session of the meeting and explained to members of the public that the meeting was moving into confidential session due to Staffing matters.

*9.37pm – All members of the public left the meeting.*

Formal session of the meeting closed at 9.37pm

CHAIRMAN ..... DATE .....

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