

BRIDGWATER TOWN COUNCIL

MINUTES OF MEETING - THURSDAY 11 JUNE 2015 AT 7.30PM BURGESS ROOM TOWN HALL BRIDGWATER

PRESENT: Cllr LP Redman (Mayor – in the Chair), Cllrs M Cresswell, AM Glassford, P Johnstone, DP Loveridge, AJ Moore, Mrs PM Morley, Ms K Pearce, BD Smedley, J Turner (JP) and Ms S Wilson

Apologies: Cllrs Ms Brown, Granter, Ms Leavy, Lerry and Rodrigues

08/15 PUBLIC SPEAKING (adjournment):

Mr David Preece following on from the Annual Town Meeting and as agreed by the Mayor, spoke to a submission he had requested to make at the Annual Meeting and which had been tabled for members. Specifically Mr Preece raised two financial issues, one related to the Civic Enhancement Fund seeking information on what was the Council's intention for the use of the remainder of this reserved fund, and asking what had happened to a bench which had been provided by previous Ward Cllrs in the Dunwear Ward under the Ward Grant scheme. The bench, it was hoped, would have been sited at a grassed area adjoining Dunwear House. The Town Clerk responded confirming the part of the Civic Enhancement Fund which had been spent in support of the West Quay pedestrianisation scheme and that some £200,000 remained unallocated but was a reservation for future enhancement. Part had been identified to support the Celebration Mile proposals. The bench had been supplied but it had not been possible to site this as originally proposed due to opposition, and with the agreement of Ward Cllrs had been sited in the playing area between Stafford Road and Alderney Road.

09/15 POLICE REPORT:

PC Colette Ranson gave members an update on the current priorities of the Town Centre Beat. Matters had quietened down in both Blake Gardens and Eastover Park following initiatives. Attention was now being concentrated on impact of legal highs, vehicles using the West Quay pedestrianised area and anti-social behaviour at the Docks. PC Ranson responded to questions about asb reporting, situations which had occurred at Brownes Pond at Hamp, and concerns about response times.

10/15 MINUTES OF THE MEETINGS HELD ON 16/04/15 AND 12/05/15:

RESOLVED:

1. That the Minutes of the Meetings held on 16/04/15 and 12/05/15 be approved and signed by the Mayor as a correct record;

2. that the Standing Orders, subject to proposed additions and amendments arising from the Forward Plan (see Min 18/15 below), Financial Regulations and Internal Financial Controls as tabled at the Meeting on 12/05/15 be confirmed and adopted.

11/15 MINUTES OF THE ANNUAL TOWN PUBLIC MEETING HELD ON 28/05/15:

The Minutes of the Annual Town Public Meeting were submitted. Members noted the issues that had been raised, actions which had been followed up, and those which had been incorporated into the upcoming work programme and forward plan.

RESOLVED: That the Minutes be noted and actions taken and plans endorsed.

12/15 REPORT OF THE PLANNING PANEL 21/05/15 - COMMUNITY INFRASTRUCTURE LEVY (CIL):

Following the introduction of the Community Infrastructure Levy (CIL) with effect from 01/04/15, the Council received Min 9 of the Planning Panel recommending the setting up of a separate bank account for retention of CIL monies due to the Town Council (15%) and which would be received from SDC in two tranches annually. The Town Clerk commented briefly on the way in which the Levy would work and the issues which would be forthcoming to be managed.

RESOLVED: That the Report be received and the Town Clerk authorised to establish a separate bank account with the Nat West Bank specifically for the retention of CIL monies.

13/15 REPORT OF THE MUSEUM SUB COMMITTEE (08/06/15):

The decisions and recommendations arising from the Meeting held on 08/06/15 (attached as an appendix) had been circulated and were introduced by the Town Clerk. Attention was drawn to the Museum Accreditation renewal application which had been submitted to the Arts Council in accordance with the new procedure; and the plans for further investigation into alternative proposals for an in-house scheme to secure the photographic collection in the long term.

RESOLVED:

1. That the decisions be noted and the report adopted;
2. that a further report be requested, expected in October, to take forward the best means of curating the photographic collection.

14/15 PAYMENT OF ACCOUNTS AND RECEIPTS:

RESOLVED: That the payments including Section 137 payments made during April (month 1) and May (month 2) as circulated at the Meeting be approved and confirmed, and income received during the period together with the Cost Centre reports and bank reconciliations be noted.

15/15 MATTERS ARISING FROM PREVIOUS MINUTES (12/03/15 AND 16/04/15):

i. **Engine Room - Extension and Refurbishment Project - Party Wall (Min 151/13)** - examination of the requirements was underway and a further report would follow;

ii. **EDF/HPC Working Party and Meetings on Traffic Schemes (Mins 156/13i and 160/13)** - Members were given an update on the revised plans incorporating night working on existing schemes; in particular in relation to planning and road surfacing. With variation of the Development Consent Order this would have the effect of speeding up the overall scheme and completion. Meetings of Bridgwater traders and businesses affected by the works had also been followed up, pressing for actions to speed the completion with other actions to counter adverse impacts on trade. Members welcomed the impact of an early finish to the scheme.

16/15 ANNUAL AUDIT OF ACCOUNTS 2014/15 (Min 163/13):

The Town Clerk confirmed that Year End papers had been completed and approved by the Internal Auditor.

RESOLVED: That the Mayor and Town Clerk (and RFO) be authorised to submit the accounts for audit to Messrs Grant Thornton, the external auditors and in doing so be authorised to complete the necessary Governance Statements in accordance with the Council's approved practices.

17/15 APPOINTMENTS 2015/16:

Members were invited to complete appointments to outside bodies, committees, sub-committees and panels over and above those completed in accordance with Min 04/15 of 12/05/15. The Town Clerk issued the list of current appointments and notified where additional appointments and nominations were required. Reviewing the organisational structure of the Town Council, the appointments and bodies had been grouped. These would now be recorded as set out below:

Bridgwater Town Council Committees

FINANCE COMMITTEE - Cllrs A Glassford, M Lerry, A Moore, Ms K Pearce, B Smedley, J Turner, Ms S Wilson and one vacancy

MUSEUM SUB COMMITTEE - Cllrs Ms M Brown, Ms L Leavy, D Loveridge & D Rodrigues

PLANNING PANEL - Cllrs M Lerry (Ch), Ms M Brown, P Johnstone, Mrs P Morley, Ms L Leavy, L Redman & B Smedley

APPOINTMENTS TO OUTSIDE BODIES:-

- **FINANCIAL & STATUTORY BODIES** (to report to Council or Finance Ctte as required)
- **Blake and Gilbert Charity** - Granter & Turner (4 years from June 2015) Mrs Briscoe, Ms Pearce & Mr Taylor (4 years from 2013)
- **Brent Marshall & Mansfield Charity** - Granter & Leavy (4 years from June 2015) Mrs Briscoe, Loveridge, & Turner (4 years from 2014)
- **Tamlin Charity** – (life term) - Mayor & Deputy Mayor (by designation) Moore & Richards
- **Towell Charity** - (life term) - Pearce & Smeed (commenced 2006)
- **Bridgwater Memorial Homes** - Moore
- **Friends of Wembdon Road Cemetery** - Mayor (as President)
- **SDC Standards Ctte** - Town & Parish member (1 of 3) – Morley (to be nominated)
- **BTC Grievance & Disciplinary Panel** – Mayor, Lerry, Moore, Smedley & Turner
- **BTC Appeals Panel** - Deputy Mayor, Granter & Morley
- **Cheque Signatories** - Granter, Loveridge, Redman & Turner & Town Clerk
- **Internal Auditor** - Mrs Geri O Loughlin
- **Town Hall Working Party** - Johnstone, Morley, Pearce, Redman, Smedley, Turner & Wilson
- **Town Hall Users Group** - Chairman & Town Clerk & User Reps

- **TWINNING FORUM**
- **Bridgwater la Ciotat** - Leavy
- **Bridgwater Homberg** - Mayor (as President)
- **Bridgwater Marsa** - Mayor (as President)
- **Bridgwater Czech/Slovak** - Lerry
- **Bridgwater Priverno** - Rodrigues
- **Bridgwater Town Twinning Forum** – Mayor (Chair). Smedley (Secretary – non-voting) with nominations from each link:
- **France**-Keith Giles **Germany**- Ros Holman **Czech**-Tim Mander
- **Malta**-Pat Morgan **Italy**-Hilary Bruce (**Hungary**-on hold)

- **TOWN DEVELOPMENT & HERITAGE (Town Development Forum)**
- **Bridgwater Chamber of Commerce** - Loveridge
- **Town Team** - Loveridge
- **Bridgwater Heritage Regeneration Partnership** - Redman (Loveridge as deputy)
- **Community Assets Working Party** - Cresswell, Lerry, Morley & Smedley & Town Clerk

- **CULTURAL**
- **Wyndham Lecture trust for the schools of Bridgwater** - Lerry
- **Bridgwater Arts Centre** – (observer) - Brown
- **MUSEUM** - as above
- **Carnival Ctte** - Mayor of Bridgwater

- **TRANSPORT & ENVIRONMENT**
- **Bridgwater Transport Strategy review and connect 3 and LSTF**(when est) - Moore
- **EDF/HPC Transport Forum** - Moore & Town Clerk
- **Meads Steering Group** - Leavy
- **Inland Waterways Association** - Pearce

- **ENERGY**
- **Hinkley Point** (ex Liaison Ctte) **Site Stakeholder Group** - Redman (sub Lerry)
- **EDF/HPC Working Party** - Brown, Johnstone, Moore, Redman, Wilson & Town Clerk
- **National Grid HPC Connection Project South Local Community Forum** – Redman
- **EDF/HPC Community Forum** - Redman & Town Clerk
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- **COMMUNITY**
- **Hamp Community Association** - Turner
- **Sydenham CC** – Loveridge & Redman
- **Cluster Group (SDC)** - Johnstone, Leavy, Morley, Rodrigues, Turner & Wilson & Town Clerk (all other Ward members via SDC)
- **Sydenham 1 (Together Team – East Bridgwater)** – Rodrigues
- **Victoria Park CC** - Lerry
- **Ivy House Luncheon Club** - Lerry
- **Kingsdown Pavilion** – Redman
- **Youth Services Working Group (South Sydenham)** - Glassford, Loveridge, Redman Rodrigues & Town Clerk (with power to act on South Sydenham Project)
- **Youth Forum (Sedgemoor)** - Rodrigues + ward members
- **Electoral Review Working Party** - to be re-appointed – when/if needed

RESOLVED: That all the above be confirmed together with appointment of Leader of Council (Cllr Brian Smedley) and Deputy Leader of Council (Cllr Ms Kathy Pearce) for 2015/16.

18/15 FORWARD PLAN 2015/16 INCLUDING ORGANISATIONAL STRUCTURE:

The Council considered the draft Forward Programme which included the plan, a reviewed organisational structure, increasing opportunities for public engagement through use of forums, identified key elements of the work programme, and brought forward the tracker and monitoring arrangements for items arising from the key objectives.

It was noted within this the recognition of the Mayor as the elected Chairman of the Council traditionally operated in conjunction with the ceremonial role and the new recognition of identification of leader and deputy leader to support the

implementation of the forward plan.

It was also noted that a proposal for twinning with the Hungarian town of Sarvar was not proceeding and that the £300 set aside for this would be reallocated to support the Annual Town Twinning Conference.

Responses were also given on several of the individual items including the plans to deal with the yew trees at the Bristol Road cemetery, raised at the Annual Town Public Meeting.

RESOLVED:

1. That the Forward Plan 2015/16 as presented be approved;
2. that the organisational structure and tracker and monitoring arrangements be approved;
3. that in accordance with Min 11/15 above the adopted Standing Orders incorporate amendments arising from the organisational structure;
4. that plans for improved cooperation with SDC with a Liaison Panel be endorsed to concentrate on the approved five key priorities, i.e. i) Northgate and Town development forum ii) Bridgwater Town centre iii) The Meads project and community green spaces iv) Hinkley Point and mitigation funding for Bridgwater and v) employment, training and local labour agreements.
5. that proposals and requests for presentations in relation to Sydenham One (Together Team - East Bridgwater); affordable housing needs; rural community energy fund and Parrett barrage/barrier be accommodated within the Forward Programme noting that the request relating to tidal lagoons in the Severn Estuary will be dealt with at the upcoming Cluster Meeting when a presentation will be given;
6. that the Forward Programme review - tracker and monitoring - be included in each future agenda.

19/15 PUBLICATIONS AND CORRESPONDENCE:

The Town Clerk reported on correspondence and papers received, those for decision and those for information.

RESOLVED: That all items be noted as listed in the Report dated 04/06/15 (agenda item 10) and decisions taken as follows:

Decisions:

1. Policy RLT3 Application (outdoor sites for sport) - enhancement of

Coronation Park, Parkway - SDC request for £30k from £122,491 available to 2017 - **Resolved:** That the request be approved to go forward to the Cluster Group Meeting and to accompany the supported bid to the CIM Fund;

2. CIM Fund Bids (in addition to 1. above) - **Resolved:** That the bid for the Sydenham One Project (also known as Together Team - East Bridgwater) be approved and the bid for Environmental Enhancement at Taunton Road be approved in principle subject to examination of details including costings;

3. Bridgwater Town Evacuation Plan - retail guidance and plans for tabletop exercise to test the resilience of the Plan - **Resolved:** That the Town Council agree to take part in this exercise anticipated to be in October 2015;

4. Community Assets - further requests for support for applications for listing as advised at the Annual Town Meeting and outlined in a submission on behalf of the Bridgwater and District Civic Society - **Resolved:** That a meeting of the Community Assets Working Group be set up as soon as possible to consider these matters;

5. Bridgwater Urban Orienteering Event - **Resolved:** That the Town Council accept the invitation and agree to support the event without commitment to any financial involvement;

6. Information Boards in Bridgwater Car Parks - future maintenance - **Resolved:** That provided that the boards, both those carrying information in car parks and historical information in identified locations, are refurbished and legend up-to-date, the Town Council accept the transfer of the assets;

7. Trinity Hall Toilets - completion of refurbishment - **Resolved:** That the invoice from Nigel Haggett in the sum of £7628.24 plus VAT be approved and paid;

8. Grant Applications 2015/16 - **Resolved:** 1. That the application from the Friends of Bridgwater Docks for support for the event on Sunday 28/06/15 in the sum of £740 be approved and SDC invited to support the event also; and 2. that the applications received from the Bridgwater Flower Show; Mendip Community Transport; Christchurch Unitarian Chapel; Bridgwater Arts Centre; and Military Boats CIC and the expected application from BAOS (Bridgwater Amateur Operatic Society) be referred to the Finance Committee for determination.

For Information:

Items 1 - 19 as circulated - noted.

The meeting finished at 8.40 pm

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Signed Chairman