

# **BRIDGWATER TOWN COUNCIL**

## **MINUTES OF MEETING HELD ON THURSDAY 09 JUNE 2016 AT 7.30PM AT THE CHARTER HALL TOWN HALL BRIDGWATER**

**PRESENT:** Cllr AM Glassford (Mayor - in the Chair), Cllrs Ms M Brown, M Cresswell, GJ Granter, P Johnstone, Ms L Leavy, M Lerry, DP Loveridge, AJ Moore, Ms K Pearce, D Rodrigues, BD Smedley, J Turner JP, and Ms S Wilson

Apologies: Cllrs Mrs Morley and Redman

### **THE LATE LEONA PORTER**

At the commencement of the meeting, all stood in silence to the memory of Leona Porter (former Mayoress), wife of former Mayor of the Borough of Bridgwater Leslie Porter, who had recently passed away.

### **01/16 POLICE REPORT:**

An apology had been received from the police representative, who had submitted a report in relation to activities in the Town Centre and the urban area, which was relayed by the Town Clerk. The Town Clerk also reported that on Friday a multi-agency meeting would be held to identify and prepare for vulnerable areas where anti-social behaviour had been experienced in the past with the better weather in the summer months.

Members noted the reports and referred to the front page and headline in the Bridgwater Mercury of the week highlighting the number of offences. The Town Clerk responded having discussed this with the police representatives and members sought confirmation that this was not impacted by the new police model and fewer officers. Members sought confirmation of continuing police presence at future meetings and the desire for accountability locally.

### **02/16 MINUTES OF THE MEETINGS HELD ON 14/04/16 and 13/05/16 (Min 7):**

**RESOLVED:** That the Minutes of the Meetings held on 14/04/16 and 13/05/16, as specified, be approved and signed by the Mayor as a correct record.

### **03/16 MINUTES OF THE ANNUAL TOWN PUBLIC MEETING HELD ON 19/05/16:**

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 forming part of the work programme and forward plan.

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

**04/16        REPORTS OF THE TWINNING FORUM (10/05/16) (Min 102/15ii):**

A Report of the Twinning Forum had been circulated with members noting the reports from each of the Twinning Links and the success of the Twinning Conference held on 23/04/16. Cllr Smedley emphasised the success of the event and the enthusiasm of all those who had taken part and drew attention to the anniversaries of the La Ciotat link (60 years) the Homberg and Uherske Hradiste (25 years each) and Marsa (10 years), significantly all in 2016.

**RESOLVED:** That the Report be noted and approved and each of the societies congratulated on the anniversaries.

**05/16        REPORT OF THE TOWN DEVELOPMENT FORUM (Min 109/15):**

The Report of the Town Development Forum held on 17/05/16 was submitted and introduced by the Chairman, Cllr Smedley. The concentration of the meeting had been on the Northgate planning submissions and updated consideration of the various issues. Six principal recommendations were identified which had been taken forward through the Town Council Planning Panel into the consideration of the hybrid Planning Application by the Authorities. The emerging concept was identified in five phases, 1. the primary school, 2., highways and parking, 3. commercial marketing, 4. the Brewery Field, 5. commercial plans. Issues going forward were highlighted as concern at loss of trees and the school footprint, priorities for highway works, the need and essential nature of sustainable routes for the school, aiming for a leisure led facility, and ensuring support for the incorporation of features which would include the workhouse interpretation and re-use of materials where possible. Emphasis was again placed on ensuring that commercial developments should complement the existing Town Centre and the maintenance of suitable pedestrian links.

**06/16        REPORT OF THE LOCAL TRANSPORT FORUM (24/05/16) (Min 104/15):**

The Report of the Transport Forum was submitted and introduced by Cllr Ms Brown. In presenting the Report she drew attention to the response to the demise of WebberBus and the attendance of SCC Officers to explain the actions taken and give reassurance on continuing provision in the short and longer term. Consultation would be undertaken in July following on from clarification of future funding and the allocation and coverage of routes both within the Town and the serviced rural catchment.

**RESOLVED:** That the Report be noted and further report requested as future

provision is clarified.

**07/16 REPORT OF THE EDF/HPC WORKING PARTY (03/05/16) (Min 90/15):**

The Report of the EDF/HPC Working Party was submitted and introduced by the Town Clerk. Members noted the various items and the specific schemes going forward to the Community Impact Mitigation Fund. Members were also reminded of the processes involved with the Sport and Leisure (Section 106) funding and the continuing desire to ensure that a large proportion of this funding achieved a legacy project for the Town. The Town Clerk confirmed representation to this effect but that to date no lead had come forward notwithstanding a possible use of a site referenced by the Town Council. He confirmed that a number of tourism initiatives were also being pursued.

**08/16 REPORT OF THE TOWN HALL WORKING PARTY (04/05/16) (Min38/15 and 95/15):**

Decisions and recommendations arising from the meeting of the Town Hall Working Party held on 04/05/16 were circulated. Members noted good progress on the overall redecoration programme and targeted improvements. Work to the old Council Chamber refurbishment continued, and a plan to incorporate some of the pews around the outside of the room from the re-ordered St Mary's Church was welcomed.

In terms of the future use of rooms within the Town Hall, the Town Clerk confirmed that draft Heads of Terms to accommodate the CAB interest in a long-term lease was being worked-up, but some issues were yet to be resolved, and that basic Heads of Terms and rental had been agreed with BOS Cafe for additional accommodation at first floor level above the existing cafe and kitchen/workspace. Members commented favourably on the refurbishment and redecoration of the Hall and favourable comments fully supporting the Town Council initiatives. Members also paid respects to the continued level of usage and importance of the Hall in the community, notwithstanding competition from other venues.

**09/16 PAYMENT OF ACCOUNTS AND RECEIPTS:**

**RESOLVED:** That the payments including Section 137 payments made during April and May (months 1 and 2) as circulated, be approved and confirmed, and income received during the periods together with the Cost Centre Reports and bank reconciliations and investments be noted.

**10/16 MATTERS ARISING FROM PREVIOUS MINUTES (14/04/16):**

- i. Forward Plan 2015/16 (Tracker) and 2016/17 (Min 102/15iii) - Cllr

Smedley introduced the updated version of the Forward Plan emphasising in particular the five key priorities, the work programme and the emphasis to be placed, including the longer term case for the expansion of Bridgwater in both electoral and planning terms.

ii. Creative Centres - Cultural Partners (Min 102/15iv) - The Town Clerk confirmed that a further meeting had been held on 27/05/16 with a follow-up meeting planned on 01 or 08/07/16. Work was progressing on the questionnaire and Cllr Ms Wilson gave an update on her role in moving this forward.

iii. Sedgemoor CCTV and Radio Links of the Somerset Business against Crime (Min 102/15v) - The Town Clerk confirmed the continuing monitoring to ensure that the system in use with adaptations and improvements was, and is, the most effective for purpose.

iv. Energy Innovation Centre, Woodlands Business Park, Bristol Road (Min 111/15) - The Town Clerk and Members commented on the visit held on 17/05/16 led by the Deputy Leader of SCC.

#### **11/16 BRISTOL ROAD CEMETERY (Min 110/15):**

The Town Clerk confirmed that the drainage works at the Cemetery and partly the adjoining allotments had been completed and the reinstatement works finished. Discussions continued with the Environment Agency, Wessex Water and SDC Environmental Health to establish the cause of some pollutant issues identified during the works. This would be the subject of further report.

Work on the cutting and trimming of the yew trees on the entrance road was underway with a specimen completed and would be continued over the coming months in accordance with the report from the tree specialist's recommendations.

#### **12/16 APPOINTMENTS 2016/17:**

Members were invited to complete Appointments to Outside Bodies, Committees, Sub-committees and Panels, as grouped in the list of common interests. The Town Clerk circulated the list of current appointments and notified where additional appointments and nominations were required or where the organisational structure of the Town Council had changed. This included incorporating the powers of the Community Assets Working Group within the Planning Panel remit, with an accompanied invitation to the Bridgwater and District Civic Society to attend as observers, thus increasing the opportunity for heritage advice or bringing forward notice of vulnerable buildings. These would now be recorded as set out below:

# BRIDGWATER TOWN COUNCIL COMMITTEES 2016-17

1. **Town Council Committees**

**FINANCE ; (8) GLASSFORD, JOHNSTONE, LERRY, MOORE, Ms PEARCE, SMEDLEY, TURNER & Ms WILSON**  
**MUSEUM SUB-COMMITTEE ; (4) Ms BROWN, Ms LEAVY, LOVERIDGE & SMEDLEY**  
**PLANNING PANEL ; (7) JOHNSTONE, Ms LEAVY, LERRY, Mrs MORLEY, Ms PEARCE, REDMAN & SMEDLEY - (with invitation to B&DCS to send observer(s))**

2. **Appointment of Lead Members (\*denotes convenor of Forum)**

	2016-17
Town Development Forum	B SMEDLEY*
Town Transport Forum	M BROWN*
Town Youth Forum	D RODRIGUES*
Town Twinning Forum	B SMEDLEY*
Town Centre	D LOVERIDGE
Employment, Training	M LERRY
Environment	K PEARCE
Culture	S WILSON
Nuclear	L REDMAN
Town Hall	L REDMAN
Waterways & Navigation	K PEARCE
Bigger Bridgwater	B SMEDLEY
Celebration Mile	M LERRY

3. **Appointments to outside bodies;-**

**EDUCATION, EMPLOYMENT, TRAINING**

8. **Wyndham Lecture Trust for the Schools of Bridgwater ; LERRY**
9. **Bridgwater Chamber of Commerce ; LERRY**
10. **Bridgwater Town Team ; LOVERIDGE**
11. **Youth Services Working Group (South Sydenham) ; GLASSFORD, LOVERIDGE, REDMAN, RODRIGUES + Town Clerk (with power to act on South Sydenham project)**

**HERITAGE, ARTS, CULTURE**

12. **Bridgwater Heritage Regeneration Partnership ; REDMAN (+ Loveridge as Deputy)**
13. **Bridgwater Arts Centre (observer) ; WILSON**
14. **Town Hall Working Party ; JOHNSTONE, MORLEY, PEARCE, REDMAN, SMEDLEY, TURNER & WILSON**
15. **Town Hall Users Group ; Chairman + Town Clerk + user groups**
16. **Bridgwater Guy Fawkes Carnival Committee ; REDMAN**
17. **Community Assets Working Party ; Disbanded and transferred to the remit of Planning Panel**
18. **Bridgwater Cultural/Creative Partnership ; REDMAN & WILSON**

**ENVIRONMENT**

19. **Inland Waterways Association ; PEARCE**
20. **Meads Steering Group ; LEAVY**
21. **Anti-Litter Forum ; PEARCE (to convene)**
22. **Sustainable Towns ; PEARCE (to convene)**

## **TWINNING**

23. Bridgwater la Ciotat ; LEAVY
24. Bridgwater Homberg ; Mayor as Honorary President - nominated rep. JOHNSTONE
25. Bridgwater Marsa ; Mayor as Honorary President – nominated rep. GLASSFORD
26. Bridgwater Czech/Slovak ; LERRY
27. Bridgwater Priverno ; RODRIGUES
28. Town Twinning Forum ; *Each society nominates a named delegate with Mayor as Chair and SMEDLEY as Secretary (non-voting) ; Society reps nominated by the societies themselves as below (currently)*
29. France - Keith Giles ; Germany - Ros Holman ; Italy - Hilary Bruce ; Malta - Pat Morgan ; Czech - Tim Mander ; and Hungary (on hold) - Ian Tucker

## **COMMUNITY**

30. Hamp Community Association ; MOORE & TURNER
31. Sydenham Community Centre - Nominations at behest of BOARD (GLASSFORD & REDMAN)
32. Victoria Community Centre - Nominations at behest of BOARD (LERRY & WILSON)
33. Cluster Group (SDC) ; JOHNSTONE, LEAVY, MORLEY, RODRIGUES, TURNER & WILSON + Town Clerk - (all non SDC members)
34. Bridgwater Memorial Homes ; MOORE
35. Friends of Wembdon Road Cemetery ; Mayor as President
36. Kingsdown Pavilion ; REDMAN
37. Ivy House Luncheon Club (BAAE) ; LERRY
38. Together Team – East Bridgwater ; RODRIGUES
39. Bridgwater Together ; SMEDLEY (to convene)

## **TRANSPORT**

40. Bridgwater Transport Strategy Review and Connect 3 (if established) ; MOORE
41. Celebration Mile ; LERRY (to convene)

## **NUCLEAR**

42. Hinkley Point (ex Liaison Ctte) Site Stakeholder Group ; REDMAN (+ sub LERRY)
43. EDF Energy Working Party ; BROWN, JOHNSTONE, MOORE, REDMAN, WILSON +Town Clerk
44. EDF/HPC Community Forum ; REDMAN + Town Clerk
45. EDF/HPC Transport Forum ; MOORE + Town Clerk
46. National Grid HPC Connection Project South Local Community Forum ; REDMAN

## **INTERNAL**

47. SDC Standards Ctte Town & Parish member ; MORLEY nominated / Julian Taylor (NPTC) elected
48. BTC Grievance & Disciplinary Panel ; Mayor + LERRY, MOORE, SMEDLEY & TURNER
49. BTC Appeals Panel ; Dep Mayor (GRANTER) +2 MORLEY + REDMAN
50. Cheque Signatories ; GRANTER, LOVERIDGE, REDMAN, TURNER & Town Clerk
51. Electoral Review Working Party (*as and when*) ; SMEDLEY (to convene)

## **FINANCE**

52. Blake and Gilbert Charity ; (5) Mrs Briscoombe, PEARCE, Mr Taylor (4 yrs from 2013) GRANTER & TURNER ; (4 yrs from 2015)

53. Brent Marshall & Mansfield Charity ; (5) Mrs Briscoombe, LOVERIDGE, TURNER (4 yrs from 2014) GRANTER & LEAVY (4 yrs from 2015)
54. Tamlin Charity ; (4) (life term) Mayor & Dep Mayor + MOORE & Ken Richards
55. Towell Charity ; (2) (life term) (commenced 2006) PEARCE & Mr Smeed
56. Internal Auditor ; Mrs Geri O Loughlin

**RESOLVED:** That all the above be confirmed together with the appointment of Leader of the Council (Cllr Brian Smedley) and Deputy Leader of the Council (Cllr Ms Kathy Pearce) for 2016/17.

#### **13/16 SDC CLUSTER GROUP ARRANGEMENTS - REVIEW:**

The Town Clerk reported a review being undertaken by SDC of the Cluster Meeting arrangements put in place. A paper suggesting the way forward had been circulated and views invited on six key points. He explained the origins of the arrangements in the Bridgwater and immediately surrounding area and the proposal to reduce the Clusters to four and put Bridgwater in with 17 other parishes to the south and west of the Town.

Members were adamant that the Cluster arrangements should aim to achieve what was best for local communities and that this should certainly be the case with the town of Bridgwater which was not achieved by the SDC proposal.

**RESOLVED:** That the Town Council object to the changes and define precisely what Bridgwater requires by renegotiation which, in effect, is the current arrangement for the Town and immediately bordering parishes.

#### **14/16 TOWN HALL - PROPERTY LETTING INTERESTS:**

The Town Clerk outlined more fully the information given in the consideration of Town Hall Working Party Report progressing with the interests of the Sedgemoor CAB and the BOS Cafe. LBP Property Consultants had been engaged to advise and as a consequence proposals for the CAB were being worked-up and would shortly be suitable for discussion, although with issues to be resolved, and provisional draft Heads of Terms had been agreed with the BOS Cafe.

**RESOLVED:** That the action taken by the Town Clerk be approved and progressed.

#### **15/16 AUDIT OF ACCOUNTS 2015/16 AND COMPLETION OF INTERNAL AUDIT:**

The Town Clerk, within his Report circulated the Year End papers setting out the Council's financial position in all respects. The Governance Statements had been confirmed at the Annual Meeting and the Internal Audit had now been completed thus finalising all papers for submission to the External Auditors.

## **RESOLVED:**

1. That in confirmation of Min 7 of the Annual Meeting held on 13/05/16, the Mayor and Town Clerk (and RFO) be authorised to sign-off and publish the Annual Governance Statement and Accounting Statements;
2. Submit the Accounts for audit to Messrs Grant Thornton, the External Auditors;
3. that all other matters be conducted in accordance with the Council's approved practices; and
4. that the Report of the Internal Auditor be adopted.

## **16/16 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 03/06/16 (agenda item 14), and decisions taken as follows:

### **Decisions:**

4. Town Hall - Old Council Chamber - Refurbishment and Continuing Programme - **Resolved:** That as reported above the pews from St Mary's Church be incorporated into the use of the "Reception" room;
5. Bristol Road - Licence for use by Wessex Water as Works Compound - extension of area and application for planning permission - **Resolved:** That no objection be raised to the application for planning permission and the extension of the licence by correspondence in conjunction with the existing licence and for the same term and increased fee be confirmed;
6. Bridgwater Heritage Regeneration Partnership (BHRP) - meeting held 19/04/16 - **Resolved:** That the items as raised involving the Town Council be agreed and confirmed;
4. Eastover Park Bowls Club - application for RLT3 funding towards heating system and improvements to club house with linked roofing - **Resolved:** That the Town Council support and approval for the use of RLT3 funding to undertake this project be agreed;
5. Celebration Mile - brief for Town Centre refurbishment of street furniture and additions supplementing CIM fund bid – **Resolved:** That the Town Council comments in relation to specific features of the brief be referred to SDC and the consultants to enable the CIM bid to be taken forward and subject thereto the proposals be supported and a presentation invited as the bid is refined and the general arrangement plan and street furniture palette revised;

6. Bridgwater Allotment Tenants Association (BATA) - proposals for replacement fencing at Kidsbury Road Allotments (Meadowlands boundary) - **Resolved:** That the plans brought forward by BATA for the replacement of close boarded fencing on the North/West boundary be noted, together with the application for grant and re-examined when there is confirmation of grant sources;

7. Grant Applications 2016/17 - **Resolved:** That the applications from (1) Bridgwater Arts Centre core funding and 70<sup>th</sup> anniversary events and features be approved in the sum of 2 x £10k; (2) that the application from Victoria Park Bowling Club for improvements to toilets be approved in the sum of £204; and (3) that the application of Bridgwater Guy Fawkes Carnival Committee, part rental contribution be approved in the sum of £1,192.90 subject to review in future years;

57. Ward Grant Application 2016/17 - **Resolved:** That the application Victoria Ward - ACTs Children Holiday Club, in the sum of £350 be approved.

**For information:**

Items 1 - 16 as circulated.

**17/16 BRIDGWATER COMMUNITY HOSPITAL:**

Members were concerned that it appeared that only 18 of the 36 beds available at the new hospital were in use.

**RESOLVED:** That the Town Clerk be requested to make enquiries to confirm this position and to understand the reasoning whether this be staff shortages or some other factors. .

**18/16 ADDITIONAL ITEMS:**

The Town Clerk drew members attention to the following:

1. A notice of tender had been circulated inviting interest in application for the Xmas Lights contract in Bridgwater Town Centre for period 2016 - 2020;

2. Together with the Chairman of the Youth Forum, an update on recent discussions with Youth Service personnel from the County Council in explanation of current and prospective funding and support mechanisms;

3. West Quay Pedestrianised Area - gating – advise of the steps being taken to prevent vehicles from using this length of West Quay, during restricted hours.

**RESOLVED:** That these items be noted and further reports received.

The meeting finished at 8.55 pm

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Signed          Chairman