

NAILSEA TOWN COUNCIL

COMMUNITY ENGAGEMENT COMMITTEE 18 JANUARY 2017


A meeting of the Community Engagement Committee will be held
on **Wednesday 18 January 2017 at 7.30pm at the Tithe Barn**



AGENDA

Please turn off mobile phones before the meeting

1. Apologies
2. Declaration of Interests
3. Confirmation of the minutes of the meeting held on 16 November 2016 – previously circulated
4. Presentation by the Chair of Governors and the Head Teacher of Nailsea School
5. Consideration of a proposal by Squarebird for a new web-site for the Town
6. To consider the provision of a youth shelter at Millennium Park
7. **Financial Matters**
 - a) Statement of Income and Expenditure to 10 January 2017 – **encl**
8. Update on the November 2016 public consultation
9. Consideration of a Nailsea Place workshop, and setting up a working party to consider the implementation of Nailsea Place and the future uses of 65 High Street
10. To consider a proposal by Ravenswood School to join the Inspirational Futures Multi-Academy Trust - **encl**
11. **CCTV**
 - a) To consider the CCTV Log Book for November 2016 - **encl**
12. Any Other Business



Ian Morrell – Town Clerk
Tithe Barn, Church Lane, Nailsea BS48 4NG

11 January 2017

**NAILSEA TOWN COUNCIL – COMMUNITY ENGAGEMENT COMMITTEE
MEETING, 18 JANUARY 2017**

Minutes of the meeting of the Community Engagement Committee held on Wednesday 18 January 2017 at 7.30pm in the Tithe Barn, Church Lane, Nailsea.



PRESENT: Cllr Jameel in the Chair, Cllr Barclay, Cllr Bird, Cllr Frappell, Cllr Hamblin, Cllr Heappey, Cllr Hunt, Cllr Lees, Cllr Packham, Cllr Petford, Cllr J Tonkin, Cllr Wilson and the Clerk. In attendance, Cllr Barber, Cllr Middleton and Cllr A.Tonkin.

CE01/17 APOLOGIES for absence. None.

CE02/17 DECLARATIONS OF INTERESTS

None.

CE03/17 MINUTES of the Committee meeting held on 16 November 2016 were signed by the Chair as a correct record.

CE04/17 PRESENTATION BY THE CHAIR OF GOVERNORS AND THE HEAD TEACHER OF NAILSEA SCHOOL

The Chairman introduced Julie Cayzer, Chair of Governors and Dee Elliott, Head Teacher.

Julie said that she has been a parent-governor for 5 years and has been Chair since July 2016. Dee has been at the School for about three years and replaced Chris Wade as Head Teacher in September 2016. Julie wanted to attend the meeting to make herself and Dee known to the members of Council as they wanted to emphasise their view of the School being part of the community and that they are approachable. They welcome feedback, whether positive or negative.

The School has exciting, but also challenging times ahead. The Local Education Authority is shrinking and they are exploring their options with regards to joining a Multi-Academy Trust.

Cllr Packham introduced himself as Chair of Council and said that the School is very important to the Council and the Town. He said that the Council is aware of the need for more students at the School and would be willing to assist in any way it could.

Cllr Wilson asked about budget cuts. Julie said that they had carried out a careful restructuring in order to better manage their resources and were dealing with the “demographic dip” which had affected the student numbers. However, the intake for September 2016 had gone up, which is positive. The seemingly constant stream of government initiatives and changes is stressful for teachers.

Dee said that the Fair Funding Formula had resulted in a 2% increase to the School’s income, but the uncomfortable fact is that this simply means that another school somewhere has lost some funding. In other words a small pot is being divided among schools, and there will be winners and losers.

Cllr Hunt offered belated congratulations to Dee for being appointed Head Teacher. She said she was very concerned that schools develop good citizens and asked if there was anything the Council could do to help. Cllr Jameel suggested that a Youth Forum linked to the Council could be set up.

Cllr Heappey asked if the School's IT problems had been rectified. Dee said that there had been external problems, which have now been resolved.

Dee said that if any councillors want to book a tour of the School she would be pleased to arrange one.

Julie Cayzer and Dee Elliott left the meeting at 7.44pm.

CE05/17 CONSIDERATION OF A PROPOSAL BY SQUAREBIRD FOR A NEW WEB-SITE FOR THE TOWN

Cllr Bird referred to the work of the Website working party. The website for Cirencester had been identified as a good model to consider, as it promotes the Town as a whole as opposed to simply being a website about the Town Council. A meeting had taken place with the developer of the Cirencester site, but they had not produced a proposal.

Cllr Bird had identified a local firm, Squarebird, and the working party had discussed the project with them. What had emerged from this was the opportunity to think well beyond the notion of a website alone, and to consider promoting the town and providing information through a number of communication channels.

Cllr Bird confirmed that he is not related to Jon and Nick Bird, who he introduced as the owners of Squarebird.

Jon Bird said that he and his brother Nick had set up Squarebird about two years ago as a marketing, design and digital agency. They have an office near the Iceland shop. They employ one full-time designer and two other staff and hope to take on an apprentice. Their clients include Burchills and PureComms.

Their proposal is "To create a well-used, constantly active and developing digital hub for Nailsea and its stakeholders. Its purpose is to act as both a central resource of information and as a tool for promoting the town, its events, groups, businesses and community, supported by the Council."

The proposed brand is NailseaTown.com, which can be promoted through a website, Facebook, Instagram and Twitter. This would need to be supported by a logo. The outline plan would be to conduct research and create a basic 'platform' through website and social media channels. This would be the basis for promoting the brand and engaging with the community to develop the full NailseaTown.com proposition. It is essential that the NailseaTown.com communication is kept active and dynamic, as opposed to traditional town council websites which are broadly static apart from occasional information updates and regular reporting of meetings. The concept is that the active research with local organisations would help to inform the design.

Jon explained that whereas many of his peers had moved to London and Bristol, he and Nick regard Nailsea as a great place to live and work, and if appointed to the project they would have a major vested interest in its success.

The expected outcomes include: a modern respected and reputable hub, accessible and appealing to all; a new Nailsea Town brand; one location for up-to-date, accurate information, available with logical journeys to more detail; an on-going, constantly developing resource; an active and professional social media presence for the Town; facilitating the organising and promotion of events, organisations and businesses.

NailseaTown.com would promote events, activities and amenities in the Town, as well as attractions in the local area, such as Tyntesfield. It would also provide an up-to-date, accessible and informative resource regarding the business of the Council. It would be the place to go for 'everything Nailsea'.

Cllr Wilson said the website must be made very easy to update.

Cllr Hunt said she was very impressed with the proposal and hoped the Town Council would support it. She also said that she was very pleased that young people speak so highly of the Town.

Cllr Frappell concurred with Cllr Hunt's comments and said that promoting events and organisations in the Town is an important objective.

In response to a question from Cllr Heapey, Jon confirmed that links to other organisations could be accessed through NailseaTown.com.

Cllr Packham raised the issue of how social media communications could be managed. Jon said the Council would need to be clear what it wanted to achieve through social media, but its presence would need to be proactive, responsive and monitored. Squarebird could manage this and provide access and training to councillors.

Cllr Bird said that this approach would be a strong advert for Nailsea.

Cllr Middleton said he thoroughly supports the concept, but would want to be sure as to how, and whose responsibility it would be, to keep organisation's contact details updated. Cllr Petford said it is important to keep control of content.

Cllr Jameel asked how the website and social media could be accessible to all. Jon and Nick described various ways this could be done, a key one being that NailseaTown.com must be optimised to work on phones, tablets and other devices, as well as PC's. The awareness of people having different connection speeds means that images need to be of high quality but not to take up too much bandwidth.

In response to a question from Cllr Jameel, the Clerk said that in relation to costs the Council would have to consider a significant budget because the proposal is about so much more than a new web-site. A budget of £20,000 would not be unrealistic, subject to detailed agreement on the objectives of the project.

Cllr Hunt said it was important to pay to get this right.

Cllr Middleton said that NailseaTown.com would be a really useful adjunct to the Nailsea Place objectives.

It was proposed by Cllr Packham and seconded by Cllr Wilson

RESOLVED to **RECOMMEND** to Town Council to appoint Squarebird to develop and implement the NailseaTown.com concept, to set a budget of a maximum of £20,000 and for the working party to develop a detailed project plan, timescales and costings.

The vote was unanimous.

CE06/17 TO CONSIDER THE PROVISION OF A YOUTH SHELTER AT MILLENNIUM PARK

Cllr Jameel said she had discussed this with Sergeant Mark Raby, who is keen to involve young people in the construction of the shelter, under supervision, possibly in the summer holiday.

Cllr J.Tonkin said that North Somerset Council is behind the idea of a shelter, and depending on the specification it may be that it would come under permitted development, rather than requiring a planning application.

The Clerk said that there was not yet a consensus between youth workers, the police and young people regarding the type of shelter or the location.

Cllr A.Tonkin said that the Community Trust has been approached for funding but had not made a decision as yet as it has some concerns about whether the proposed structure is robust enough.

Cllr Lees asked who would be responsible for maintenance and repairs.

Cllr Petford said there is a definite need for a shelter.

Cllr Packham expressed concern about graffiti art, and whether the skatepark and/or the shelter are appropriate locations.

Cllr J.Tonkin said that he wants to meet the various stakeholders, and Cllr Jameel said she would also like to attend.

CE07/17 FINANCIAL MATTERS

a) Statement of Income and Expenditure to 10 January 2017

Noted.

CE08/17 UPDATE ON THE NOVEMBER 2016 PUBLIC CONSULTATION

The Clerk reported that Avril Baker Consultants were analysing the results, which will be available for the Town Council meeting on 8 February.

CE09/17 CONSIDERATION OF A NAILSEA PLACE WORKSHOP, AND SETTING UP A WORKING PARTY TO CONSIDER THE IMPLEMENTATION OF NAILSEA PLACE AND THE FUTURE USES OF 65 HIGH STREET

The Clerk mentioned that before Christmas Cllrs Packham and Hunt and himself had attended a meeting organised by Dr Malcolm Rigler at the University of Cardiff. Dr Andrew Edgar from the University is organising a workshop on 3 March to develop some ideas central to the Nailsea Place concept.

It was agreed that the following members would comprise the Nailsea Place working Party: Cllrs Frappell, Hamblin, Heappey, Hunt, Jameel, Packham, Petford, A.Tonkin and Wilson.

CE10/17 TO CONSIDER A PROPOSAL BY RAVENSWOOD SCHOOL TO JOIN THE INSPIRATIONAL FUTURES MULTI-ACADEMY TRUST

Noted.

CE11/17 CCTV

a) **To consider the CCTV Log Book for November 2016**

Noted.

CE12/17 ANY OTHER BUSINESS

- a) The Clerk reported that in view of the workload in the office he was unable to pursue the review of CCTV agreed at the previous meeting, as the scale of work involved would have a negative impact on higher priority issues.
- b) The Clerk reported that four councillors would be attending a Community Engagement course run by the Avon Local Councils Association on Saturday 21 January.

The meeting closed at 8.41pm.

Chairman's signature: _____ Date: _____

Month No : 10

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>COMMUNITY ENGAGEMENT</u>					
200	<u>AWARDS</u>				
4180	ALLOTMENT COMPETITION	52	100	48	48
4185	COMMUNITY AWARD	0	300	300	300
	AWARDS :- Expenditure	<u>52</u>	<u>400</u>	<u>348</u>	<u>0</u>
	Net Expenditure over Income	<u>52</u>	<u>400</u>	<u>348</u>	
210	<u>CCTV</u>				
4210	ELECTRICITY	2,007	1,000	-1,007	-1,007
4215	LINE RENTAL	13,454	16,000	2,546	2,546
4220	MAINTENANCE	0	2,700	2,700	2,700
4225	MONITORING	0	400	400	400
	CCTV :- Expenditure	<u>15,461</u>	<u>20,100</u>	<u>4,639</u>	<u>0</u>
	Net Expenditure over Income	<u>15,461</u>	<u>20,100</u>	<u>4,639</u>	
220	<u>COMMUNICATION</u>				
4260	TOWN TALK	515	2,000	1,485	1,485
4261	PUBLIC INFORMATION	12,116	0	-12,116	-12,116
4265	ELECTION EXPENSES	0	500	500	500
4270	ADVERTISING	409	1,000	592	592
	COMMUNICATION :- Expenditure	<u>13,040</u>	<u>3,500</u>	<u>-9,540</u>	<u>0</u>
	Net Expenditure over Income	<u>13,040</u>	<u>3,500</u>	<u>-9,540</u>	
230	<u>NAILSEA PLACE</u>				
4325	SUNDRIES	0	3,000	3,000	3,000
4300	PROFESSIONAL FEES	0	10,000	10,000	10,000
4310	RESEARCH COSTS	0	2,000	2,000	2,000
	NAILSEA PLACE :- Expenditure	<u>0</u>	<u>15,000</u>	<u>15,000</u>	<u>0</u>
	Net Expenditure over Income	<u>0</u>	<u>15,000</u>	<u>15,000</u>	
240	<u>YOUTH SERVICES</u>				
4360	CONTRACT	13,936	23,000	9,064	9,064
4365	ACTIVITIES	410	1,000	590	590
4370	PURCHASES	0	1,000	1,000	1,000
	YOUTH SERVICES :- Expenditure	<u>14,346</u>	<u>25,000</u>	<u>10,654</u>	<u>0</u>
	Net Expenditure over Income	<u>14,346</u>	<u>25,000</u>	<u>10,654</u>	

Month No : 10

Committee Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
1210	OTHER	886	0	886		0
	YOUTH SERVICES :- Income	<u>886</u>	<u>0</u>	<u>886</u>		
	Net Expenditure over Income	<u>13,460</u>	<u>25,000</u>	<u>11,540</u>		
<u>250</u>	<u>GRANTS</u>					
4400	1ST NAILSEA SCOUTS -	750	750	0		0
4410	2467 (NAILSEA) SQUADRON ATC	900	900	0		0
4415	2ND NAILSEA SCOUTS-MAY FAIR	0	550	550		550
4420	2ND NAILSEA SCOUTS	1,000	450	-550		-550
4435	COMM. ALCOHOL & DRUG	500	500	0		0
4440	COMMUNITY TRANSPORT	11,000	11,000	0		0
4445	CROSSROADS (CARING FOR	200	200	0		0
4450	CRUSE BEREAVEMENT	780	780	0		0
4455	FRIENDS OF STOCKWAY	275	275	0		0
4460	FRIENDS OF TRENDLEWOOD	452	2,000	1,548		1,548
4465	GOLDEN OLDIES CHARITY	482	482	0		0
4475	MENCAP - COOL SUMMER CLUB	250	250	0		0
4480	N & D PROSTATE SUPPORT	150	150	0		0
4485	NAILSEA BOWLS CLUB	500	500	0		0
4490	NAILSEA CONCERT ORCHESTRA	300	300	0		0
4495	NAILSEA DISABILITY INITIATIVE	8,000	8,000	0		0
4500	NAILSEA FESTIVAL OF MUSIC	1,000	1,000	0		0
4505	NAILSEA SHEDDERS	1,380	1,380	0		0
4510	NAILSEA SUMMER PLAYScheme	3,500	3,500	0		0
4515	NAILSEA THEATRE CLUB	750	750	0		0
4530	NAILSEA METHODIST LUNCH	750	750	0		0
4540	NAILSEA SKATEBOARDING	1,000	1,000	0		0
4545	NEAT	80	80	0		0
4555	NORTH SOMERSET C.A.	8,876	8,876	0		0
4560	PARKINSON'S UK NW SOMERSET	1,000	1,000	0		0
4565	PHOENIX FRIENDSHIP CLUB	300	300	0		0
4570	SOMERSET STORYFEST	950	950	0		0
4575	ST PETER'S HOSPICE	600	600	0		0
4580	TRANSITION TOWN NAILSEA	250	250	0		0
4590	VISION NORTH SOMERSET	349	349	0		0
4605	WELLSPRING COUNSELLING	1,500	1,500	0		0
4610	WEST OF ENG M S THERAPY	350	350	0		0
4615	WRVS NAILSEA DAYCARE	1,000	1,000	0		0
	GRANTS :- Expenditure	<u>49,174</u>	<u>50,722</u>	<u>1,548</u>	<u>0</u>	<u>1,548</u>
	Net Expenditure over Income	<u>49,174</u>	<u>50,722</u>	<u>1,548</u>		

Month No : 10

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
260 OTHER COMMUNITY ENG.					
4700 NAILSEA COMMUNITY TRUST	3,000	3,000	0		0
4705 PATRONAGE/ LOCAL SOCIETIES	500	500	0		0
4710 POPPY WREATH/DONATION	0	100	100		100
4715 RIDE/SWIM SCHEME	925	1,500	575		575
4720 ROYAL BRITISH LEGION	0	70	70		70
OTHER COMMUNITY ENG. :- Expenditure	4,425	5,170	745	0	745
Net Expenditure over Income	4,425	5,170	745		
COMMUNITY ENGAGEMENT :- Expenditure	96,499	119,892	23,393	0	23,393
Income	886	0	886		
Net Expenditure over Income	95,612	119,892	24,280		

Ravenswood School

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Headteacher
Mrs Philippa Clark (M.Ed)

Tuesday 3rd January 2017

Dear Neighbours/ Community Partners

Consultation on proposal to join Inspirational Futures Trust

All schools in England are being encouraged to convert to being an Academy and to join a Multi Academy Trust (MAT). A MAT is a group of schools who join together for mutual benefit; to support one another through sharing of policies, enhancing opportunities for learners, sharing of staff expertise, enhanced CPD opportunities and financial efficiencies.

Ravenswood is currently part of North Somerset Local Authority; which is advising all their schools to transfer to being an Academy and to join a MAT, as the Local Authority will no longer have the resources to support schools to the high standards we have been used to.

After much investigation into different MATs, the Governing Body decided the best pathway for Ravenswood would be to apply to join a MAT called Inspirational Futures Trust (IFT). It is sponsored by Weston College and is a cross-phase MAT with a focus on North Somerset and Bristol children.

They have a vision to support primary, secondary and special schools and alternative provision; much like the vision of North Somerset. Their aim is to support all partner schools to provide outstanding education and for each school within the trust to keep its individual identity and local management.

In practice, our neighbours and the local community will see little change in the day-to-day running and leadership of the school. There are no plans to adjust staffing, term dates, uniform or the general ways we do things here. In January 2014 Ofsted judged the school as good, and we are on our journey to having outstanding provision for our pupils. We believe Inspirational Futures Trust can help us achieve this goal by supporting us to provide enriched learning opportunities for our learners and to gain funding to improve facilities across the school site.

As part of the proposed change we would like to consult with immediate neighbours on whether the conversion should take place. If you have questions, please either email the school or send them addressed to Mike Evans, Chair of Governors. The final decision to join IFT will not be made until we have consulted with all our stakeholders.

Yours sincerely

Philippa Clark.

Mike Evans

Philippa Clark (Headteacher) and Mike Evans (Chair of Governors)



North Somerset CCTV Log Book

Nailsea

Date	Time	Day	Instigator	Incident Type	Action	Result	Venue	Street	Area
04/11/2016	12:30	Friday	Police	Traffic Collision	Monitored	Police Attend		High Street	Nailsea
<p>Comments: Observations following reports of a road traffic accident involving a lorry</p>									
05/11/2016	11:34	Saturday	Police	Theft	Monitored	Situation Monitored			North Somerset
<p>Comments: Observations for a described vehicle following reports of theft</p>									
05/11/2016	11:41	Saturday	Storenet	Theft	Monitored	Situation Monitored	Factory Shop	High Street	Nailsea
<p>Comments: Observations for 3 described males following reports of theft</p>									
05/11/2016	18:15	Saturday	Storenet	Public Disorder	Action	Police Attend	Costa Coffee	Somerset Square	Nailsea
<p>Comments: Observations on a group of youths following reports of disorder, police attend to speak to all involved</p>									
06/11/2016	12:00	Sunday	Storenet	Theft	Monitored	Police Attend	SuperDrug	Somerset Square	Nailsea
<p>Comments: Observations for 2 described males following reports of theft, police attend for an area tour</p>									
07/11/2016	07:50	Monday	Police	Missing Person	Monitored	Not Found			North Somerset
<p>Comments: Observations for a described vehicle being driven by a missing person</p>									
07/11/2016	17:13	Monday	Police	Missing Person	Monitored	Found			North Somerset
<p>Comments: Observations for a described vehicle being driven by a described female missing person</p>									
07/11/2016	19:25	Monday	Police	Missing Person	Monitored	Found			Nailsea
<p>Comments: Observations for a described 20 year old suicidal male misper</p>									
10/11/2016	17:41	Thursday	Police	Missing Person	Monitored	Found			North Somerset
<p>Comments: Observations for a described 16 year old female missing person, reported found at 20:30</p>									
11/11/2016	01:10	Friday	Police	Suspicious Circumstances	Monitored	Police Attend		Somerset Square	Nailsea
<p>Comments: Observations on a male after he was seen acting suspiciously in the area, police attend</p>									

Date	Time	Day	Instigator	Incident Type	Action	Result	Venue	Street	Area
11/11/2016	19:48	Friday	Police	Possession Of Weapon	Monitored	Situation Monitored			Nailsea
<p>Comments</p> <p>Observations for a partially described vehicle after the passenger shot someone with a BB Gun</p>									
14/11/2016	13:33	Monday	ANPR	Possession Of Weapon	Monitored	Situation Monitored			North Somerset
<p>Comments</p> <p>Observations for a described vehicle, driver involved in drugs and believed to be in possession of a weapon</p>									
16/11/2016	21:00	Wednesday	Police	Other Community Disorder	Monitored	Police Attend			North Somerset
<p>Comments</p> <p>Observations for a described vehicle being driven by a wanted male, police attend to stop the vehicle and take details</p>									
17/11/2016	02:23	Thursday	Police	Missing Person	Monitored	Found			Nailsea
<p>Comments</p> <p>Observations for a described vehicle being driven by a high risk missing person, police attend to stop the vehicle and locate the driver</p>									
17/11/2016	11:32	Thursday	Storenet	Theft	Monitored	Police Attend	Boots	Somerset Square	Nailsea
<p>Comments</p> <p>Observations for a described male suspected of theft, police attend for an area tour</p>									
18/11/2016	13:15	Friday	Police	Traffic Other	Monitored	Police Attend			Nailsea
<p>Comments</p> <p>Observations for a described vehicle being pursued by police, vehicle crashes with 2 males decamping, police attend to arrest 2 males</p>									
18/11/2016	23:55	Friday	Police	Missing Person	Monitored	Not Found			Nailsea
<p>Comments</p> <p>Observations for a described 13 year old male missing person</p>									
26/11/2016	17:46	Saturday	ANPR	Domestic Dispute	Monitored	Situation Monitored			North Somerset
<p>Comments</p> <p>Observations for a described vehicle being driven by a female involved in a domestic dispute</p>									
27/11/2016	17:27	Sunday	Police	Traffic Other	Monitored	Situation Monitored			North Somerset
<p>Comments</p> <p>Observations for a described vehicle following reports of dangerous driving</p>									
27/11/2016	19:03	Sunday	CCTV Direct	Public Disorder	Monitored	Situation Monitored	Iceland	High Street	Nailsea
<p>Comments</p> <p>Observations for a described male following reports of disorder</p>									
29/11/2016	13:12	Tuesday	Police	Suspicious Circumstances	Monitored	Situation Monitored			Nailsea
<p>Comments</p> <p>Observations for a described vehicle after it was seen in suspicious circumstances</p>									