

NAILSEA TOWN COUNCIL

COMMUNITY ENGAGEMENT COMMITTEE 15 JUNE 2016

A meeting of the Community Engagement Committee will be held on Wednesday **15 June 2016 at 7.30pm at The Tithe Barn.**

AGENDA

Please turn off mobile phones before the meeting

1. Apologies
2. Election of Chairman
3. Declaration of Interests
4. Confirmation of the minutes of the meeting held on 27 April 2016, previously circulated
5. Consideration of the Delegated Powers of the committee, which are currently "to fulfil the Community Engagement Policy" and to consider the Community Engagement Policy, see Clerk's Report
6. **Appointment to Sub-Committees/Working Parties**
Accessibility Working Party currently Cllrs Hamblin, Hunt, Jameel and Packham
7. **Financial Matters**
 - a) Statement of Income and Expenditure to 8 June 2016 - **encl**
8. To consider an update on the proposed purchase of Nailsea Youth House
9. To consider an update from the working party on improvements to the Town Council's web-site
10. To consider how to implement the Town Council's decision to have "a town-wide consultation on the subject of housing development and a five-year strategy." see Clerk's Report
11. **Consideration of the requirements of the Quality Award Scheme**
 - a) Consideration of the format of Councillor profiles to be published on the web-site
12. Consideration of the CCTV Log Book for April 2016 - **encl**
13. **Publications**
 - a) Nailsea School Newsletter, May 2016
14. Any Other Business



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

8 June 2016

NAILSEA TOWN COUNCIL - COMMUNITY ENGAGEMENT COMMITTEE MEETING
15 JUNE 2016

Minutes of the meeting of the Community Engagement Committee held on Wednesday 15 June 2016 at 7.30pm at The Tithe Barn, Church Lane, Nailsea.



PRESENT: Cllr Packham in the Chair until the election of Chairman, Cllr Barclay, Cllr Bird, Cllr Frappell, Cllr Heappey (from 8.02pm), Cllr Hunt, Cllr Jameel, Cllr Wilson, the Clerk and the Senior Administrator.

CE34/16 APOLOGIES were received and accepted from Cllr Hamblin, Cllr Petford and Cllr J Tonkin.

CE35/16 ELECTION OF CHAIRMAN

Cllr Jameel was nominated as Chairman by Cllr Wilson and seconded by Cllr Frappell. As there were no other nominations it was

RESOLVED: that Cllr Jameel be appointed Chairman of the Community Engagement Committee for the ensuing year.

Cllr Jameel took over the Chair.

CE36/16 DECLARATION OF INTERESTS

None.

CE37/16 MINUTES of the Committee held on 27 April 2016 were signed as a correct record.

CE38/16 CONSIDERATION OF THE DELEGATED POWERS OF THE COMMITTEE AND TO CONSIDER THE COMMUNITY ENGAGEMENT POLICY

It was proposed by Cllr Hunt and seconded by Cllr Frappell

RESOLVED: to RECOMMEND to Town Council to approve the Delegated Powers of the Community Engagement Committee as "to fulfil the Community Engagement Policy" and to approve the Policy.

The vote was unanimous.

CE39/16 APPOINTMENT TO SUB-COMMITTEES/WORKING PARTIES

The following councillors were appointed to serve on the Accessibility Working Party: Cllrs Hamblin, Hunt, Jameel, Packham and Wilson.

It was proposed by Cllr Packham and seconded by Cllr Hunt

RESOLVED: to agree to appoint the above named councillors to the Working Party for the ensuing year.

The vote was unanimous.

CE40/16 FINANCIAL MATTERS

a) Statement of Income and Expenditure to 8 June 2016.

Noted.

CE41/16 TO CONSIDER AN UPDATE ON THE PROPOSED PURCHASE OF NAILSEA YOUTH HOUSE

Cllr Packham reported that the property had been valued at £325,000 and that a structural survey had been completed. The survey showed nothing unexpected for the age of the building that could not be addressed. He has met with Cllr Pasley of North Somerset Council and requested that the building be transferred to Nailsea Town Council at zero cost as it is already a Community Building. Cllr Pasley will have to refer the decision back to the Executive Committee. Cllr Packham said he would contact Cllr Pasley again in a few days if he has not had a response by then.

The Clerk suggested that negotiations could start around the cost of repairs for the building as the survey had highlighted works that would need to be carried out.

Cllr Jameel said she felt the Town Council should push for transfer of the building at zero cost.

Cllr Frappell asked how Portishead and Clevedon got their Community Buildings.

Cllr Wilson said he thought they were given the buildings.

Cllr Packham said he felt Cllr Pasley was surprised to hear that the building was being used by the community at present and that there were people ready to make further use of it.

Cllr Jameel asked if Cllr Pasley had visited Youth House to see its potential.

Cllr Packham said that he didn't believe so but he could suggest this to him next week when he followed up their previous meeting.

CE42/16 TO CONSIDER AN UPDATE FROM THE WORKING PARTY ON IMPROVEMENTS TO THE TOWN COUNCIL'S WEBSITE

Cllr Bird reported that the working party had not met as much as they had hoped but that they had looked at some website structures. He proposed that a change in approach could be taken and rather than just a Nailsea Town Council website, a Nailsea website could be developed with information about the town, managed by, and incorporating information about the Town Council.

Cllr Hunt felt that other aspects of Nailsea town life were already covered by various local websites and Facebook pages.

Cllr Bird explained that a new website could have links to these other sites making all the information available in one place. He suggested that external groups or individuals could be given permission to edit and update specified areas of content. Cllr Bird said that to be higher on a Google search list a website needs content, which the Town Council's current site is lacking. He made reference to Cirencester Town Council's website as a good example of one that is visually pleasing and inviting.

Cllr Hunt said she felt the Town Council warranted its own dedicated website.

Cllr Frappell asked if people actually look at the Town Council's website.

Cllr Hunt said that whilst she couldn't say who the users of the Town Council site are, or that the website couldn't be more user friendly, people need to know the work of the Council, its plans for the future and agendas for meetings.

Cllr Bird said that if the Council involved other local groups, people would stop visiting the other websites and use the Council's instead. He explained that to take this idea forward the new structure would need to be planned and it should be decided what to include. At that point the Council could contact someone to start designing the new website. WordPress templates are available at low cost and can be expanded easily with plugins.

The Clerk said that although there are low cost ways of creating a website those with higher functionality still tend to be expensive. He advised that the Town Council would need to spend considerable time to create and manage a website using a template and to ensure it looked professional and of high quality in terms of branding and consistency would require highly controlled management.

It was agreed that Cllrs Bird and Petford would look at this further, contact Cirencester Town Council to ask about their website and report back at the next Committee meeting.

CE43/16 TO CONSIDER HOW TO IMPLEMENT THE TOWN COUNCIL'S DECISION TO HAVE "A TOWN-WIDE CONSULTATION ON THE SUBJECT OF HOUSING DEVELOPMENT AND A FIVE-YEAR STRATEGY"

The Clerk reported that the working party would be having a second meeting with a company on Monday 20 June. Having held discussions with others, it was felt this company had understood the needs of the Council and came back with a realistic proposal in terms of costs. This is on the agenda for the Town Council on 22 June.

CE44/16 CONSIDERATION OF THE REQUIREMENTS OF THE QUALITY AWARD SCHEME
a) Consideration of the format of Councillor profiles to be published on the website.

The Clerk explained this item had been carried forward from the previous meeting.

Cllr Wilson said he was prepared to try and take photographs of councillors if it was wanted.

It was agreed that photographs were wanted but Cllr Packham asked what additional information should be included.

Cllr Jameel said that at the previous meeting a profile template was suggested to ensure the profile for each councillor was the same but that the questions would need to be decided.

Cllr Barclay suggested including areas of special interest for each councillor so that residents would know who best to contact about specific issues, for example in his case

trees or Public Rights of Way.

The Clerk suggested that the profiles could be written in an interview style to make it more engaging. There could be several standard questions which everyone would answer and then a small number of others from which councillors could choose which to answer depending on their relevance to them individually.

Cllr Heappey arrived at 8.02pm.

Cllr Jameel said she would draft some questions and circulate to members.

CE45/16 CONSIDERATION OF THE NORTH SOMERSET CCTV LOG BOOK FOR APRIL 2016

The Clerk said that Storenet still appeared to be producing good results.

The information was noted.

CE46/16 PUBLICATIONS

a) Nailsea School Newsletter, May 2016

Cllr Hunt took this publication and agreed to pass it to Cllr Packham.

CE47/16 ANY OTHER BUSINESS

a) Cllr Packham said that in advance of the Town Council meeting of 27 July, Barratts are going to hold a workshop with councillors on 13 July to present their proposals. He asked the Committee its thoughts on inviting Nailsea Action Group (NAG) to the meeting.

Cllr Heappey said she thought they should come.

Cllr Jameel said everyone should be able to come including those for and against the sale of land for housing on Engine Lane.

Cllr Hunt suggested asking NAG if a couple of members wanted to come to participate in the meeting. The workshop would not be the place to discuss the rights and wrongs of developing the land at Engine Lane but their opinion on the design, if the scheme should go ahead, would be valued.

Cllr Packham explained that the meeting was an advisory workshop for Barratts to present their designs and information and answer questions.

Cllr Jameel said that in terms of engaging with the community and to maintain openness, inviting members of NAG would be a positive thing to do.

Cllr Packham agreed and said NAG's committee members should be invited to the workshop.

The Clerk said he would contact Matthew Thomas of NAG with the details.

b) Cllr Jameel said that she would not be able to attend the Community Engagement Committee meeting on 3 August and as she was now Chair asked if the date could be moved to ensure she could attend.

The Clerk said he would look to see if this could be accommodated.

The meeting closed at 8.17pm.

Chairman's Signature:

A black rectangular box redacting the signature of the Chairman.

Date: 03.08.16

COMMUNITY ENGAGEMENT**200 AWARDS**

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4180 ALLOTMENT COMPETITION	0	0	100	100		100	0.0 %
4185 COMMUNITY AWARD	0	0	300	300		300	0.0 %

AWARDS :- Expenditure	0	0	400	400	0	400	0.0 %
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Net Expenditure over Income	0	0	400	400			
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210 CCTV

4210 ELECTRICITY	668	668	1,000	332		332	66.8 %
4215 LINE RENTAL	10,788	13,454	16,000	2,546		2,546	84.1 %
4220 MAINTENANCE	0	0	2,700	2,700		2,700	0.0 %
4225 MONITORING	0	0	400	400		400	0.0 %

CCTV :- Expenditure	11,456	14,123	20,100	5,977	0	5,977	70.3 %
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Net Expenditure over Income	11,456	14,123	20,100	5,977			
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220 COMMUNICATION

4260 TOWN TALK	0	500	2,000	1,500		1,500	25.0 %
4261 PUBLIC INFORMATION	400	400	0	-400		-400	0.0 %
4265 ELECTION EXPENSES	0	3,333	500	-2,833		-2,833	666.7 %
4270 ADVERTISING	0	160	1,000	840		840	16.0 %

COMMUNICATION :- Expenditure	400	4,393	3,500	-893	0	-893	125.5 %
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Net Expenditure over Income	400	4,393	3,500	-893			
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230 NAILSEA PLACE

4025 SUNDRIES	0	0	3,000	3,000		3,000	0.0 %
4300 PROFESSIONAL FEES	0	0	10,000	10,000		10,000	0.0 %
4310 RESEARCH COSTS	0	0	2,000	2,000		2,000	0.0 %

NAILSEA PLACE :- Expenditure	0	0	15,000	15,000	0	15,000	0.0 %
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Net Expenditure over Income	0	0	15,000	15,000			
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240 YOUTH SERVICES

4360 CONTRACT	1,822	2,930	23,000	20,070		20,070	12.7 %
4365 ACTIVITIES	0	0	1,000	1,000		1,000	0.0 %
4370 PURCHASES	0	0	1,000	1,000		1,000	0.0 %

YOUTH SERVICES :- Expenditure	1,822	2,930	25,000	22,070	0	22,070	11.7 %
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Net Expenditure over Income	1,822	2,930	25,000	22,070			
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Month No : 2

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
250	GRANTS							
4400	1ST NAILSEA SCOUTS -	0	750	750	0		0	100.0 %
4410	2467 (NAILSEA) SQUADRON ATC	0	900	900	0		0	100.0 %
4415	2ND NAILSEA SCOUTS-MAY FAIR	0	0	550	550		550	0.0 %
4420	2ND NAILSEA SCOUTS	0	1,000	450	-550		-550	222.2 %
4435	COMM. ALCOHOL & DRUG	0	500	500	0		0	100.0 %
4440	COMMUNITY TRANSPORT	0	11,000	11,000	0		0	100.0 %
4445	CROSSROADS (CARING FOR	0	200	200	0		0	100.0 %
4450	CRUSE BEREAVEMENT	0	780	780	0		0	100.0 %
4455	FRIENDS OF STOCKWAY.	0	275	275	0		0	100.0 %
4460	FRIENDS OF TRENDLEWOOD	400	400	2,000	1,600		1,600	20.0 %
4465	GOLDEN OLDIES CHARITY	0	482	482	0		0	100.0 %
4475	MENCAP - COOL SUMMER CLUB	0	250	250	0		0	100.0 %
4480	N & D PROSTATE SUPPORT	0	150	150	0		0	100.0 %
4485	NAILSEA BOWLS CLUB	0	500	500	0		0	100.0 %
4490	NAILSEA CONCERT ORCHESTRA	0	300	300	0		0	100.0 %
4495	NAILSEA DISABILITY INITIATIVE	0	8,000	8,000	0		0	100.0 %
4500	NAILSEA FESTIVAL OF MUSIC	0	1,000	1,000	0		0	100.0 %
4505	NAILSEA SHEDDERS	0	1,380	1,380	0		0	100.0 %
4510	NAILSEA SUMMER PLAYScheme	0	3,500	3,500	0		0	100.0 %
4515	NAILSEA THEATRE CLUB	0	750	750	0		0	100.0 %
4530	NAILSEA METHODIST LUNCH	0	750	750	0		0	100.0 %
4540	NAILSEA SKATEBOARDING	0	1,000	1,000	0		0	100.0 %
4545	NEAT	0	80	80	0		0	100.0 %
4555	NORTH SOMERSET C.A.B.	0	8,876	8,876	0		0	100.0 %
4560	PARKINSON'S UK NW SOMERSET	0	1,000	1,000	0		0	100.0 %
4565	PHOENIX FRIENDSHIP CLUB	0	300	300	0		0	100.0 %
4570	SOMERSET STORYFEST	0	950	950	0		0	100.0 %
4575	ST PETER'S HOSPICE	0	600	600	0		0	100.0 %
4580	TRANSITION TOWN NAILSEA	0	250	250	0		0	100.0 %
4590	VISION NORTH SOMERSET	0	349	349	0		0	100.0 %
4605	WELLSPRING COUNSELLING	0	1,500	1,500	0		0	100.0 %
4610	WEST OF ENG M S THERAPY	0	350	350	0		0	100.0 %
4615	WRVS NAILSEA DAYCARE	0	1,000	1,000	0		0	100.0 %
GRANTS :- Expenditure		400	49,122	50,722	1,600	0	1,600	96.8 %
Net Expenditure over Income		400	49,122	50,722	1,600			
260	OTHER COMMUNITY ENG.							
4700	NAILSEA COMMUNITY TRUST	0	3,000	3,000	0		0	100.0 %
4705	PATRONAGE/ LOCAL SOCIETIES	0	500	500	0		0	100.0 %

Month No : 2

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4710	POPPY WREATH/DONATION	0	0	100	100		100	0.0 %
4715	RIDE/SWIM SCHEME	100	100	1,500	1,400		1,400	6.7 %
4720	ROYAL BRITISH LEGION	0	0	70	70		70	0.0 %
OTHER COMMUNITY ENG. :- Expenditure		100	3,600	5,170	1,570	0	1,570	69.6 %
Net Expenditure over Income		100	3,600	5,170	1,570			
COMMUNITY ENGAGEMENT :- Expenditure		14,178	74,168	119,892	45,724	0	45,724	61.9 %
Income		0	0	0	0			0.0 %
Net Expenditure over Income		14,178	74,168	119,892	45,724			

North Somerset CCTV Log Book

Nailsea

Date	Time	Day	Instigator	Incident Type	Action	Result	Venue	Street	Area
01/04/2016	11:27	Friday	Storenet	Possession Of Weapon	Police Informed	Situation Monitored	Waitrose	High Street	Nailsea
Observations for a described vehicle after a male who made threats with a knife was seen to get into it									
03/04/2016	01:39	Sunday	Police	Incident Type Collapse/Illness/Injury	Action Monitored	Police Attend	Railway Station	Station Road	Nailsea
Observations on a male reported as being distressed, police attend									
05/04/2016	23:30	Tuesday	Police	Incident Type Assault	Action Monitored	Situation Monitored		Street	North Somerset
Observations for a described vehicle being driven by a male wanted in connection with an assault									
06/04/2016	10:00	Wednesday	Police	Incident Type Missing Person	Action Monitored	Result Not Found		Street	Nailsea
Observations for a described male missing person									
06/04/2016	12:50	Wednesday	Police	Incident Type Theft	Action Monitored	Situation Monitored		Street	Nailsea
Observations for a described vehicle following reports of theft									
06/04/2016	13:17	Wednesday	Storenet	Incident Type Theft	Action Monitored	Situation Monitored	The Original Factory Shop	High Street	Nailsea
Observations for a described male following reports of an attempted theft									
07/04/2016	21:09	Thursday	Police	Incident Type Theft	Action Monitored	Situation Monitored		Street	North Somerset
Observations for 2 described stolen vehicles									
08/04/2016	15:09	Friday	Storenet	Incident Type Suspicious Circumstances	Action Monitored	Situation Monitored		Street Crown Glass Place	Nailsea
Observations for a described male after reports he was seen in suspicious circumstances in the area									
09/04/2016	14:58	Saturday	Storenet	Incident Type Theft	Action Monitored	Police Attend	The Original Factory Shop	High Street	Nailsea
Observations for a described male following reports of theft, police attend									
09/04/2016	23:47	Saturday	Police	Incident Type Criminal Damage	Action Monitored	Situation Monitored	Car Park	Cleveland Road	Nailsea
Observations for a group of youths following reports of criminal damage, youths seen with directions passed to police									

Date 13/04/2016	Time 20:13	Day Wednesday	Instigator Police	Incident Type Assault	Action Monitored	Result Police Attend	Venue Rose Gardens	Street Scotch Horn	Area Nailsea
Comments Observations for a group of 5 males following reports of an assault, police attend									
Date 14/04/2016	Time 12:38	Day Thursday	Instigator Storenet	Incident Type Theft	Action Monitored	Result Situation Monitored	Venue SuperDrug	Street Crown Glass Place	Area Nailsea
Comments Observations for a described female following reports of theft									
Date 14/04/2016	Time 23:10	Day Thursday	Instigator Police	Incident Type Missing Person	Action Monitored	Result Not Found	Venue	Street	Area North Somerset
Comments Observations for a described vehicle being driven by a high risk male missing person									
Date 14/04/2016	Time 23:50	Day Thursday	Instigator Police	Incident Type Missing Person	Action Monitored	Result Not Found	Venue	Street	Area North Somerset
Comments Observations for a described vehicle being driven by a 23 year old female missing person									
Date 15/04/2016	Time 21:08	Day Friday	Instigator Police	Incident Type Missing Person	Action Monitored	Result Not Found	Venue	Street	Area North Somerset
Comments Observations for a described female missing person									
Date 16/04/2016	Time 14:41	Day Saturday	Instigator Police	Incident Type Missing Person	Action Monitored	Result Not Found	Venue	Street	Area North Somerset
Comments Observations for a described vehicle being driven by a missing person									
Date 17/04/2016	Time 18:42	Day Sunday	Instigator Police	Incident Type Theft	Action Monitored	Result Situation Monitored	Venue	Street	Area North Somerset
Comments Observations for a described vehicle following reports of theft									
Date 18/04/2016	Time 09:20	Day Monday	Instigator Police	Incident Type Theft	Action Monitored	Result Situation Monitored	Venue	Street	Area North Somerset
Comments Observations for a described stolen vehicle									
Date 18/04/2016	Time 11:05	Day Monday	Instigator Police	Incident Type Missing Person	Action Monitored	Result Not Found	Venue	Street	Area Nailsea
Comments Observations for a described 16 year old female missing person									
Date 18/04/2016	Time 14:20	Day Monday	Instigator Police	Incident Type Drink/Drugs Related	Action Monitored	Result Situation Monitored	Venue	Street	Area North Somerset
Comments Observations for a described vehicle, driver believed to be intoxicated									

Date 20/04/2016	Time 16:25	Day Wednesday	Instigator Police	Incident Type Public Disorder	Action Monitored	Result Situation Monitored	Venue	Street High Street	Area Nailsea
Comments	Observations for a described male following reports of disorder								
Date 21/04/2016	Time 00:08	Day Thursday	Instigator Police	Incident Type Missing Person	Action Monitored	Result Not Found	Venue	Street	Area North Somerset
Comments	Observations for a described 17 year old male missing person								
Date 21/04/2016	Time 16:32	Day Thursday	Instigator Storenet	Incident Type Suspicious Circumstances	Action Police Informed	Result Police Attend	Venue Waitrose	Street High Street	Area Nailsea
Comments	Observations on a described male after reports he was acting suspiciously, male seen with directions passed to police and security, male seen to get into a described vehicle which is driven off, police attend to stop the vehicle and speak to 2								
Date 21/04/2016	Time 19:35	Day Thursday	Instigator Police	Incident Type Drink/Drugs Related	Action Monitored	Result Situation Monitored	Venue	Street Milton Close	Area Nailsea
Comments	Observations for 2 described vehicles believed to be dealing drugs in the area								
Date 22/04/2016	Time 14:50	Day Friday	Instigator ANPR	Incident Type Theft	Action Monitored	Result Situation Monitored	Venue	Street	Area North Somerset
Comments	Observations for a described vehicle known to be used in theft								
Date 22/04/2016	Time 21:20	Day Friday	Instigator Storenet	Incident Type Drink/Drugs Related	Action Monitored	Result Situation Monitored	Venue Budgens	Street Bristol Road	Area Nailsea
Comments	Observations for a described vehicle, driver believed to be intoxicated								
Date 22/04/2016	Time 23:56	Day Friday	Instigator Police	Incident Type Missing Person	Action Monitored	Result Not Found	Venue	Street	Area North Somerset
Comments	Observations for a described 15 year old male missing person								
Date 25/04/2016	Time 04:32	Day Monday	Instigator Police	Incident Type Traffic Collision	Action Monitored	Result Situation Monitored	Venue	Street	Area North Somerset
Comments	Observations for a described vehicle after reports of a fail to stop road traffic accident, police attend to stop the vehicle and speak to the elderly driver								
Date 25/04/2016	Time 20:38	Day Monday	Instigator Police	Incident Type Other Community Disorder	Action Monitored	Result Police Attend	Venue Waitrose	Street Stockway North	Area Nailsea
Comments	Observations on a partially described vehicle as police wish to speak to the driver								
Date 30/04/2016	Time 00:18	Day Saturday	Instigator Police	Incident Type Missing Person	Action Monitored	Result Not Found	Venue	Street	Area North Somerset
Comments	Observations for a described male missing person								

Date 30/04/2016 Time 14:42 Day Saturday
Incident Type Abduction
Instigator Police
Comments Observations for a described vehicle following reports of abduction

Location
☐ Monitored

Result
Situation Monitored

Venue

Street

Area
North Somerset

CLERK'S REPORT



5. Consideration of the Delegated Powers of the committee, which are currently "to fulfil the Community Engagement Policy" and to consider the Community Engagement Policy

Community Engagement Policy

It was agreed to define 'Community' as 'all the residents of Nailsea'. Those groups with members of the community were also highlighted as needing to be part of the Engagement Strategy.

The aims of the Community Engagement Strategy were defined as the Town Council:

- Engaging positively with the community and communicating what it does.
- Aiming to get more members of the community engaged as volunteers, assisting in specific projects (such as Christmas lights and Nailsea in Bloom) and community organisations (including standing for election to Town Council).
- Identifying target groups, understanding their needs and developing methods of communication appropriate to each group e.g. social media, Facebook, Twitter, Instagram, web-site, local media, printed newsletter, internet newsletter, questionnaires and surveys (printed and electronic), face to face with individuals and groups.
- Identifying accurate demographic data regarding the community.
- Facilitating the activities of community organisations through practical assistance, coordination and, if necessary, financial support.
- Supporting projects and campaigns, where practicable.
- Developing a greater community pride in Nailsea as a place to live and work.
- Creating a physical space based on the Nailsea Place concept of a Community Hub. This could be a shop or a larger building.
- The purpose of the Hub was defined as:
 - To create a community facility with multiple uses e.g. cafe, meeting/activity spaces, internet access (eg. young people teaching older residents' digital skills), youth facility, information on community activities and local organisations.
 - To create an identity (brand) that would make the Hub a place attractive to all the community. The Tithe Barn is a model for this, as is Barcode for young people. This may include a logo. It was agreed that a 'council' brand would not be appropriate.
 - To create opportunities for organisations to combine resources and strengthen networks.
 - To promote the activities of organisations within the town.
 - To create opportunities for volunteering, both within the Hub and elsewhere.

10. To consider how to implement the Town Council's decision to have "a town-wide consultation on the subject of housing development and a five-year strategy."

At the last meeting it was agreed to look for a professional company that could assist with a public consultation. This will be reported on in full at the Town Council meeting on 22 June, with a proposal for the costs of a town-wide consultation.

Ian Morrell, Town Clerk
8 June 2016