

NAILSEA TOWN COUNCIL

A meeting of Nailsea Town Council will be held on
Wednesday 12 April 2017 at 7.30pm at The Tithe Barn



AGENDA

Please turn off mobile phones before the meeting

1. Apologies
2. Declaration of Interests
3. Public Participation
4. Confirmation of minutes of the meeting held on 8 February 2017 – **encl**
5. Chairman's Remarks
6. Consideration of a proposal by Squarebird regarding NailseaTown.com
7. **Financial/Legal/Staffing Matters**
 - a) Statement of Income and Expenditure to 31 March 2017 – **encl**
 - b) Cash and Reserves statement - **encl**
 - c) Payments made from 1 February – 31 March 2017 – **encl**
8. With regard to the contract for the sale of the land at Engine Lane, to consider the definition and qualification process "for existing residents who wish to purchase a dwelling from the first phase of the Development" (section 18 of the contract) – **draft encl**
9. Reports from District Councillors.
10. **Reports of Committees**
 - a) Planning Committee 1 and 22 February (previously circulated) and 15 March 2017 - **encl**
 - b) Environment and Leisure Committee, 22 February 2017 - **encl**
 - c) Finance and Policy Committee, 1 March 2017 - **encl**
 - d) Community Engagement Committee, 8 March 2017 – **encl**
11. Consideration of the wording of a resolution as requested by the Public Works Loans Board:
"To seek the approval of the Secretary of State for the Department of Communities and Local Government to apply for a loan of £325,000 over 40 years for the purchase of No 65 High Street, Nailsea. The repayments of the loan will amount to around £14,324 for the borrowing term and this will be paid from the annual precept. The level of precept has not been increased in order to pay the cost of the loan."
12. Consideration of a request from the President of the Rotary Club of Nailsea and Backwell, see Clerk's Report
13. To consider issues at the Heath Road and Stockway North Underpasses, see Clerk's report
14. To note a letter from a resident regarding developments in Nailsea - **encl**
15. To consider a request by Cllr Lees to be a member of the Environment and Leisure Committee
16. To confirm the resignation of Cllr Jameel as a member for West End Ward
17. Questions asked under Standing Order 25
18. **Invitations to Attend**, see Clerk's Report
19. Any Other Business

NAILSEA TOWN COUNCIL

Minutes of the Town Council meeting held on Wednesday 12 April 2017 at 7.30pm in the Tithe Barn, Church Lane, Nailsea.



PRESENT: Cllr Packham in the Chair, Cllr Barber, Cllr Barclay, Cllr Bird, Cllr J Blatchford, Cllr M. Blatchford, Cllr Frappell, Cllr Hamblin, Cllr Holt, Cllr Hunt, Cllr Lees, Cllr Middleton, Cllr A. Tonkin, Cllr Wilson, the Clerk and Assistant Clerk.

39/17 APOLOGIES

Were received and accepted from Cllrs Petford, Phillips and J. Tonkin.

40/17 DECLARATIONS OF INTERESTS

None.

41/17 PUBLIC PARTICIPATION

None.

42/17 MINUTES of the meetings of the Town Council held on 8 February 2017 were signed as a correct record by the Chairman.

43/17 CHAIRMAN'S REMARKS

The Chairman reported that Cllr Mary Ponsonby has resigned as a Town Councillor and explained that she had sent a letter which she wished to be read out.

Cllr Hamblin arrived at 7.34pm.

The Chairman read:

'Dear Ian,

Please accept this letter as my formal resignation as a Nailsea Town Councillor. As you are aware I have had major health issues for a while. This however is not the only reason; I wish now to resign but for many months I have felt at odds with the way the Council is going and some of the decisions that have been taken – Gaulacre as an example. Having purchased Gaulacre to be kept in perpetuity for the people of Nailsea it seemed wrong to sell. I accept the need for housing but not at any cost.

I would have continued until the end of this Council's term but with the resignation of Saeeda it seems sensible to have just one election for the two vacancies.

May I thank you Ian for your help and advice, especially during my three years as Chairman.

Yours Sincerely
Mary Ponsonby'

Cllr Middleton suggested and it was agreed, that the appreciation of the Council should be formally recorded and letters sent to Cllrs Jameel and Ponsonby

thanking them for their time with the Council. Particular thanks should be extended to Cllr Ponsonby for her long service and time as Chairman.

The Chairman reported that on Thursday 6 April, he had attended the AGM of Nailsea Chamber of Trade and Commerce with Cllr Hunt. It was very pleasing to see eighteen people in attendance compared to around eight last year and there is growing interest in the Chamber which is very encouraging. A Nailsea Business Women's network has been created as a spin off from the Chamber and is very active.

At the Finance and Policy meeting of 29 March, item 5 of the agenda was consideration of the North Somerset Council Economic Plan for 2017 – 2036. A copy of the plan had been emailed to the Council Chairman in March, not the office. The plan had however been sent to the Chamber of Trade for their comments some months before. It is encouraging that North Somerset Economic Development Department are engaging with businesses in the town and the Chamber have responded with their comments.

A lack of office space in Nailsea for medium to large businesses has been identified from the consultation. In addition, North Somerset Council are considering introducing an office development to the town similar to The Hive in Weston which is a building offering flexible office space of all sizes, targeting new and developing businesses. This will be something for the Town Council to consider further in the coming months.

The Economic Development Department has been responsible in the past for holding the 'Made in North Somerset' showcase. This was held at Tyntesfield last year, however for reasons unknown it is not possible to hold it there this year and the event was cancelled. The Chamber, on hearing this, approached the Economic Development Department and suggested the event be held in the Town Centre. The department canvassed the sixty-two expected participants and received responses from twenty-five, of which eighteen were in favour. The Department considered this too small a number to proceed and the event has been cancelled for this year. The Chamber is however following up on this to promote Nailsea as a venue for a future showcase.

The Chamber has invited the Economic Development Department to attend their next meeting on 27 April.

44/17 CONSIDERATION OF A PROPOSAL BY SQUAREBIRD REGARDING NAILSEATOWN.COM

Nick and Jon Bird introduced themselves, Kerri Petersen and their company and explained that they had last come to meet the Council a few months previously. Since then they had been working with the project team to put some ideas together for a logo that looked good and had meaning. They were keen to present their designs to the Council to get some feedback.

The first design was based around the ideas of a speech bubble representing communication, the glassmaking history of Nailsea and a pin: putting Nailsea on

the map. The blue colour has been taken from the colour of Nailsea School's building. They felt it was a modern, clean design good for both digital and print and could be extended by using different colours for different areas of the website.

The second design was developed from the keywords: bright, colourful and friendly and represents the vibrancy of Nailsea. The shapes reflect the patterns of glass tanks and the bottom of glass bottles and the design represents people talking to each other from all corners and connectivity (wi-fi). Again, this design could flex and extend for a variety of uses and platforms.

The third design is a unique typographical illustrated logo and the thought was to create a Nailsea alphabet filled with iconic images of the town. It uses the themes of positivity, a – z of Nailsea, history and celebration. It is colourful and detailed but would not flex as well as the others.

Cllr Middleton said he liked the alphabet but it was too complex and busy. He preferred the first design but was concerned it was not bright enough, however it has a good shape and strong image.

Cllr J Blatchford felt that the font was wrong for the first design, it was too rigid and not inclusive or innovative.

Cllr M Blatchford said she did not like any of the designs as they were too ordinary. She liked the Glassblower and would like that to be used on the website. She didn't like the square shape of the designs. The Clerk clarified that the logo being discussed related to NailseaTown.com and the Town Council could continue to use the Glassblower image as its logo.

Squarebird explained that the application of the logo on social media was important and that means it must fit within a square.

Cllr Barber felt the second design embraced what Nailsea stands for.

Cllr A Tonkin felt the first design was good and liked the idea that different colours could be used for the same design to pick up different aspects of the website.

Cllr Lees said both the first and second designs had merit and the idea of this logo was for people to see it somewhere and recognise it as Nailsea. It just needs to stand out.

Cllr Wilson felt the first was a strong shape whereas the second was seen too often.

Cllr Packham suggested the first design would look better in lower case typescript.

Nick Bird explained that capital letters can come across as masculine and domineering and he felt that the second design was the more modern. The different colours in each corner represent different areas of society all communicating and inclusivity.

Cllr Bird explained that that the second image could be all the same colour and then different colours for each aspect of the website like the first design. He said it was important to have the consistent image throughout the website but the different colours would help users to know which section they were looking at and navigate around.

The Clerk clarified that at this stage, although the project group had a preference, a decision had not been made by the project group and a final decision would be made by the whole Council.

A vote was taken and eight preferred the first design, five preferred the second design and one person abstained.

Cllr Middleton asked if perhaps Squarebird could develop the first design so that the Council could see different options on colour, typeface and upper/lowercase type.

It was agreed that Squarebird would work on some variations of the design and send them to the Clerk by email, to be circulated to the Council in order to move the process on.

Nick Bird, Jon Bird, Kerri Petersen left the meeting at 8.11pm.

45/17 FINANCIAL, LEGAL AND STAFFING MATTERS

a) Statement of Income and Expenditure to 31 March 2017

Noted.

b) Cash and Reserves Statement

Noted.

c) Payments made from 1 February – 31 March 2017

The details were noted

46/17 WITH REGARD TO THE CONTRACT FOR THE SALE OF THE LAND AT ENGINE LANE, TO CONSIDER THE DEFINITION AND QUALIFICATION PROCESS "FOR EXISTING RESIDENTS WHO WISH TO PURCHASE A DWELLING FROM THE FIRST PHASE OF THE DEVELOPMENT" (SECTION 18 OF THE CONTRACT).

Cllr Middleton was concerned about the wording of Criteria 2. in the draft document it was not explicit enough.

It was clarified these criteria would apply to the first wave of ten homes which would be released at open market price (rather than those identified for social housing).

Cllr Lees asked who would sift the applicants if forty buyers came forward for the ten properties, and asked how long the buyers would have before the properties went on the open market.

The Clerk said that the properties would go onto the open market two months after they were marketed to buyers from Nailsea. It would be for Barratts to negotiate

with buyers if more than ten came forward but they would be dealt with on a first come, first served basis.

Cllr A Tonkin asked why the criteria for a connection to Nailsea was for people to have lived in Nailsea continuously for a minimum of two years at any time in the past whereas they will need to be currently working in Nailsea and have done continuously for the past two years.

Cllr Bird said that former Nailsea residents may have had to move out of the town as they couldn't afford to live here. It was also suggested that this could include young people who have grown up in the town, have gone away to study or work and want to live here now.

Cllr Packham addressed concerns that there would not be enough awareness of the scheme for Nailsea residents and confirmed it would be advertised with estate agents, it would go into the press and on the Town Council website.

Cllr Middleton proposed, seconded by Cllr Lees

RESOLVED to accept the Criteria wording as in the draft document with an amendment to Criteria 2. to read 'whether there is one or more than one purchaser, all of those involved must be a first-time buyer'.

The vote was thirteen in favour and one abstention.

47/17 REPORTS FROM DISTRICT COUNCILLORS

Cllr Barber advised that there would be a meeting on the afternoon of Wednesday 19 April at the Library about the X7 bus service.

Cllr Barber was unsure if the plan to move the free bus service to after 9.30am had started yet. Previously it had not gone ahead as it was not supported by surrounding districts.

Cllr Lees asked if the District Councillors could please address the situation at Backwell Recycling Centre as there had been long queues and overflowing skips for the past week.

Cllr Barber said that it might be necessary to have a review and she would bring it up with the Lead for Waste at North Somerset Council.

48/17 REPORTS OF COMMITTEES

a) Planning Committee 1 and 22 February and 15 March 2017

Cllr Packham presented the minutes of the meetings none of which contained recommendations to Town Council. The minutes were approved.

b) Environment and Leisure Committee, 22 February 2017

Cllr Packham presented the minutes of the meeting which contained no recommendations to Town Council. The minutes were approved.

c) Finance and Policy Committee, 1 March 2017

Cllr J Blatchford presented the minutes of the meeting which contained no recommendations to Town Council. The minutes were approved.

d) **Community Engagement Committee, 8 March 2017**

Cllr Packham presented the minutes of the meeting which contained no recommendations to Town Council. The minutes were approved.

49/17 CONSIDERATION OF THE WORDING OF THE RESOLUTION AS REQUESTED BY THE PUBLIC WORKS LOANS BOARD.

It was proposed by Cllr Lees and seconded by Cllr Middleton

RESOLVED to seek the approval of the Secretary of State for the Department of Communities and Local Government to apply for a loan of £325,000 over 40 years for the purchase of no 65 High Street, Nailsea. The repayments of the loan will amount to around £14,324 for the borrowing term and this will be paid from the annual Precept. The level of Precept has not been increased in order to pay the cost of the loan.

The vote was unanimous.

50/17 CONSIDERATION OF A REQUEST FROM THE PRESIDENT OF THE ROTARY CLUB OF NAILSEA AND BACKWELL.

The Clerk reported that a formal request had not been made at this time and the item was deferred.

51/17 TO CONSIDER ISSUES AT THE HEATH ROAD AND STOCKWAY NORTH UNDERPASSES.

Cllr M Blatchford suggested the underpasses should be blocked off as they smell, are full of needles and debris and people feel unsafe using them.

Cllr Middleton said that when this had previously been considered, it had created issues for those with limited mobility and suggested their opinion be sought before a decision is made.

Cllr Hunt said she was opposed to making any changes which are needed due to the bad behaviour of others. She felt the underpasses were important for many people as a safe way to cross the road.

Cllr Barclay said that the roads are increasingly busy and thought there must be another solution.

Cllr Packham said he felt the underpasses were an asset to the town and felt North Somerset Council must maintain them by cleansing them more frequently, keeping them well-lit and improving the drainage.

Cllr M Blatchford said that the drainage can be addressed but the issue is that they are used by drug users. North Somerset Council will not cleanse them more than once a fortnight. The cleansing teams are not able to pick up needles because of Health and Safety issues.

Cllrs Hunt and Holt agreed that many people use the underpasses including the walking groups and they have not see a problem.

It was proposed by Cllr Packham and seconded by Cllr Barber

RESOLVED to look to North Somerset Council to provide adequate maintenance to ensure the underpasses at Stockway North and Heath Road remain in a suitable condition for use.

The vote was unanimous.

52/17 TO NOTE A LETTER FROM A RESIDENT REGARDING DEVELOPMENTS IN NAILSEA.

Cllr Lees suggested that if a new sports and leisure facility was to be developed in Nailsea it would need to be substantially bigger with a sizable carpark to meet the needs of the growing town and wondered if Scotch Horn was really the best location for something so large, which may need to encroach onto Millennium Park.

It was suggested that a meeting to discuss strategy could be organised with North Somerset Council as the Town Council was still awaiting a strategic plan.

Cllr Barber said that there was nothing to report at this stage as they were still trying to develop an idea for the library, children's centre and a swimming pool.

It was agreed to thank the resident for his letter and assure him that his comments have been taken on board.

53/17 TO CONSIDER A REQUEST BY CLLR LEES TO BE A MEMBER OF THE ENVIRONMENT AND LEISURE COMMITTEE

It was proposed by Cllr Middleton and seconded by Cllr Barber

RESOLVED to appoint Cllr Lees to serve on the Environment and Leisure Committee.

The vote was unanimous.

54/17 TO CONFIRM THE RESIGNATION OF CLLR JAMEEL AS A MEMBER FOR WEST END WARD

It was agreed under 43/17 to write to Cllr Jameel to thank her for her time with the Council.

55/17 QUESTIONS ASKED UNDER STANDING ORDER 25

None.

56/17 INVITATIONS TO ATTEND

a) Nailsea Musicals, 27 April 2017. 'Joseph and the Amazing Technicolour Dreamcoat', four tickets.

No member took these tickets.

b) Nailsea Choral Society, 20 May 2017. Concert at Holy Trinity Church, two tickets.

No member took these tickets.

c) Nailsea Little Theatre, 22 May 2017. 'Life and Beth', two tickets.

Cllr A Tonkin took these tickets.

57/17 ANY OTHER BUSINESS

a) Cllr Frappell reported that she was recently in the office when a resident came in as he was having difficulty paying for a garden waste bin in cash. He was not able to do this in Nailsea, only at Castlewood or Weston super Mare. She wondered if the District Councillors might be able to arrange for the Town Council Office or the Library to take payments on behalf of North Somerset Council.

Cllr Barber said she had looked into this and had been told that the green waste bins had serial numbers on them which were allocated and issued to residents at the time of paying electronically. This way if the bin is moved from the property the Council will know where it is registered.

Cllr Middleton suggested North Somerset Council could send the registration number out after receiving payment via the Library.

Cllr Frappell said she had found the call centre very difficult recently and had found it almost impossible to register somebody for Council Tax. The customer advisor would not help and simply directed her to the website. In her opinion residents should not have to do everything online if they can't or do not wish to.

b) The Clerk reported that on 21 May Nailsea Junior Football Club would be holding their presentation at Scotch Horn. All Councillors were invited to go and they were asking for a Councillor to present an award.

Cllr Middleton said he would go and was happy to present the award on behalf of the Council.

The meeting closed at 8.59pm.

Chairman's signature: _____ Date: _____

NAILSEA TOWN COUNCIL

Minutes of the Town Council meeting held on Wednesday 8 February 2017 at 7.30pm in the Tithe Barn, Church Lane, Nailsea.



PRESENT: Cllr Hunt in the Chair, Cllr Barber, Cllr Barclay, Cllr Bird, Cllr J Blatchford, Cllr M.Blatchford, Cllr Frappell, Cllr Hamblin, Cllr Heappey, Cllr Lees, Cllr Middleton, Cllr A.Tonkin, Cllr J.Tonkin, Cllr Wilson and the Clerk.

23/17 APOLOGIES.

Cllr Holt, Cllr Jameel, Cllr Packham, Cllr Petford, Cllr Phillips and Cllr Ponsonby.

24/17 DECLARATIONS OF INTERESTS

None.

25/17 PUBLIC PARTICIPATION

None.

26/17 MINUTES of the meetings of the Town Council held on 11 and 25 January 2017 were approved as a correct record and were signed by the Chair.

27/17 CHAIRMAN'S REMARKS

Cllr Hunt said that the contract for the sale of land on Engine Lane had been signed by all parties, and the Town Council's copy is in the office safe. In relation to the contract she said she felt grateful to Cllr Packham for his ability to lead the Council through what had been a contentious matter.

Cllr Hunt reported that she had attended two courses recently. The first was about community engagement, attended also by Cllrs Jameel, Lees and Wilson. This showed techniques for efficient communication on an on-going basis. The second workshop was entitled 'Making Every Contact Count'. This highlighted the type of questions to use to identify areas where someone can be helped, which is an important aspect of developing the Nailsea Place concept. She said that in addition to the course content it is always valuable meeting other councillors and sharing experiences.

Following discussions it was agreed that a file should be set up to hold information obtained at courses and to record councillor attendance.

Cllr Lees endorsed Cllr Hunt's comments regarding Cllr Packham and the Engine Lane contract. He said that his experience in land development gave him an understanding of how difficult the process can be. He said that because of the various parties to the contract this one had been particularly complex, and he commended the team who had completed it successfully.

28/17 FINANCIAL, LEGAL AND STAFFING MATTERS

a) **Statement of Income and Expenditure to 31 January 2017**

Noted.

b) Cash and Reserves statement

Noted.

c) Payments made from 18 January – 31 January 2017

Noted.

29/17 CONSIDERATION OF THE DRAFT REPORT OF THE PUBLIC CONSULTATION CONDUCTED IN NOVEMBER 2016

Cllr Hunt said that Carolyn Jones from Avril Baker Consultancy had been impressed by the mainly positive feedback in the survey. The overall impression the consultants gained was that people like living in Nailsea. Of particular note is the extent of volunteering in the Town. The consultants thought that the response rate was good, but given the variety of communication channels open to people Cllr Hunt said that she had hoped for a larger response.

Cllr Wilson said that the survey results are evidence that the Town Council has its "finger on the pulse" as to what residents regard as important for the Town.

Cllr Middleton said that overall there were no major surprises in the survey results. It reinforced the Council's position on the mix of housing for new developments. He said that although there was not strong support for more public art he did not think this should put off the Council from considering ideas for the future. The survey endorsed the Nailsea Place concept but there was some contradiction in the responses as to how it, and No 65 High Street, could be developed.

Cllr Blatchford said the report was a valuable document and that when Nailsea Place has been launched it should be publicised to the People and Communities Board.

Cllr Frappell said it was clear that many residents do not know which areas are the respective responsibilities of North Somerset Council and the Town Council. Cllr Heapey concurred but said this is a general problem, not just confined to Nailsea.

Cllr Middleton said that the survey had been a worthwhile exercise, and the next step would be for the Council to decide what to do with the report. He suggested that Community Engagement Committee should look into this in more detail, and this was agreed.

It was also agreed that the report should be sent to North Somerset Council.

30/17 CONSIDERATION OF THE TERMS OF THE ACQUISITION OF LAND AT HANNAH MORE ROAD, INCLUDING THE ENGINE LANE ALLOTMENTS (LEASEHOLD)

Members considered the draft contract and each of the 23 questions and comments raised by the Council's solicitor in a memo of 9 January.

It was proposed by Cllr Tonkin and seconded by Cllr Wilson

RESOLVED to instruct the Council's solicitor to proceed in finalising the terms of the contract subject to the agreed responses to his email of 9 January, and to authorise the Chair and Clerk to sign on behalf of the Council.

The vote was unanimous.

31/17 WITH REGARD TO THE CONTRACT FOR THE SALE OF THE LAND AT ENGINE LANE, TO CONSIDER THE DEFINITION AND QUALIFICATION PROCESS "FOR EXISTING RESIDENTS WHO WISH TO PURCHASE A DWELLING FROM THE FIRST PHASE OF THE DEVELOPMENT" (SECTION 18 OF THE CONTRACT)

Cllr Hunt confirmed that the contract allows for the first release of properties (a minimum of 10) to be marketed to 'local' buyers for two months prior to general release to the public.

Cllr Bird said he thought that 'local' meant first time buyers currently resident in Nailsea, such as young people living at home.

Cllr Heappey said the definition should include having attended school locally, but not necessarily in Nailsea. She said that a time limit should be imposed on these buyers as to when they could subsequently sell the property.

Cllr Middleton said that the Council must be seen to be even-handed. He agreed with the definition of people currently living in Nailsea, and not owning their own home, but this could include people who are currently renting. He questioned whether a couple buying would be eligible if one of them met the criteria.

Cllr Blatchford said that the definition could be 'resident' or 'normally resident'. He said that providing homes to local people was a major reason why the land was sold, and why it was being done now. In this respect it is important that the property is for the personal use of the buyer and is not rented out.

Cllr Lees said the first release of houses may included 4-bed properties, which may not be suitable for first-time buyers. He thought it equally important that the designated 30% affordable homes should be available to local people as a priority. He also warned of the risk of having restrictions which would create problems with mortgage lenders.

Cllr Heappey said that the Duchy of Cornwall have criteria giving priority to local people. The Clerk said he would look into this.

Cllr Hamblin said that she wanted to see younger families from outside the Town also having the opportunity to buy. Cllr Hunt said that she would like to see priority buyers having a connection to Nailsea.

It was agreed that a working party would look in more detail at this matter. The members of the working party are Cllrs Bird, Blatchford, Lees and Middleton.

Cllr Lees said that he thought inviting a Barratts local sales manager would provide useful input, and this was agreed.

32/17 REPORTS FROM DISTRICT COUNCILLORS

The comments from Cllr Barber in the Clerk's Report were noted.

Cllr Barber added that a decision has been made to increase the daily charge at Nailsea and Backwell station from £1.50 to £2.40. Cllr J.Tonkin said this decision had been taken to match the charge at Yatton Station, which is managed by Network Rail, in order to disincentivise people from the Yatton area driving to Nailsea because of the cheaper charge. Cllr Tonkin added that some season ticket holders have been unable to find a parking space.

In response to a question from Cllr Middleton, Cllr Barber said that the income from car parks goes into the highways budget.

Cllr Barber also reported that concessionary travel fares will now become valid at 9.30am rather than 9.00am and end at 11.00pm rather than 11.30pm. Cllr Hunt expressed concern at this decision and asked whether there had been any public consultation.

Cllr Barber said there is an impasse in the negotiations between McCarthy and Stone and North Somerset Council regarding the S106 agreement for developing the former police station site.

Cllr Lees asked whether the latest round of budget cuts meant the redevelopment of the Scotch Horn Centre would be put back. He also commented that residents want the Library to stay in its current location. Cllr Barber said that unfortunately the Library simply does not conform to accessibility requirements and so a long-term solution for this issue has to be found.

33/17 REPORTS OF COMMITTEES

a) Planning Committee 14 December 2016 and 11 January 2017

Cllr Hunt presented the minutes of the meetings, none of which contained recommendations to Town Council. The minutes were approved.

b) Environment and Leisure Committee, 18 January 2017

Cllr Hunt presented the minutes of the meeting, none of which contained recommendations to Town Council. The minutes were approved.

c) Finance and Policy Committee, 25 January 2017

Cllr J.Blatchford presented the minutes of the meeting, none of which contained recommendations to Town Council. The minutes were approved. He added that European legislation, which will affect the UK, will be introduced in 2018 making the Town Council subject to a maximum £100,000 fine if its computer systems are hacked and negligence can be proven.

d) Community Engagement Committee, 18 January 2017

Cllr Hunt presented the minutes of the meeting which contained one recommendation.

It was

RESOLVED 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.

The minutes of the meeting were approved.

34/17 TO CONSIDER A DEVELOPMENT DAY BEING RUN BY SOUTH WEST COUNCILS ON 14 JULY 2017, ENTITLED 'ESSENTIAL SKILLS FOR THE 21ST CENTURY COUNCILLOR'

The following members expressed an interest in the course: Cllrs Blatchford, Hunt, Middleton and Wilson.

The Clerk agreed to get further details and circulate them.

35/17 TO NOTE THAT THE TOWN COUNCIL WAS NOT SUCCESSFUL IN ITS APPLICATION FOR A 2016 HISTORIC ENGLAND ANGEL AWARD, BUT A CERTIFICATE OF RECOGNITION PRAISING THE IMPROVEMENT WORKS HAS BEEN RECEIVED

Noted. Members expressed pleasure that the improvement works to the Glassworks had received some official recognition.

36/17 QUESTIONS ASKED UNDER STANDING ORDER 25

None.

37/17 CONFIDENTIAL ITEM: TO CONSIDER A NOMINATION FOR THE COMMUNITY AWARD

Pursuant to section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960 it was

RESOLVED: that because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the above. The meeting therefore closed at 8.25pm.

The meeting reopened at 8.27pm.

It was proposed by Cllr Middleton and seconded by Cllr Blatchford.

RESOLVED to make a Community Award to the nominated person.

The vote was seven in favour, two against and four abstentions.

38/17 ANY OTHER BUSINESS

a) Cllr Wilson asked for an update on the roof repair following the theft of lead the previous week. The Clerk reported that the theft and resultant damage had been extensive but a contractor has been on-site making repairs and replacing the lead. He said that he was meeting an insurance loss adjustor the following day,

and also has a meeting arranged with a security company regarding additional lighting and CCTV.

The meeting closed at 8.36pm.

Chairman's signature: _____ Date: _____

PEOPLE & ADMINISTRATION**100 ADMINISTRATION**

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4000 COURSES - STAFF	779	250	-529		-529
4005 COURSES - CLLRS	710	250	-460		-460
4010 EXPENSES - STAFF	398	250	-148		-148
4015 EXPENSES - CLLRS	293	500	207		207
4020 RECRUITMENT	941	500	-441		-441
4025 SUNDRIES	2	220	219		219
4030 CHAIRMANS EXPENSES	349	200	-149		-149
4035 HR SUPPORT CONTRACT	1,304	1,250	-54		-54

ADMINISTRATION :- Expenditure

4,775	3,420	-1,355	0	-1,355
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4006 COURSE FEE REFUND

15	0	15		0
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ADMINISTRATION :- Income

15	0	15		
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Net Expenditure over Income

4,760	3,420	-1,340		
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110 STAFF COSTS

4080 STAFF SALARIES	69,019	75,000	5,981		5,981
4090 CARETAKERS - OTHER	0	500	500		500
4095 TAX & NATIONAL INSURANCE	24,594	22,500	-2,094		-2,094
4100 SUPERANNUATION	34,681	34,000	-681		-681

STAFF COSTS :- Expenditure

128,295	132,000	3,705	0	3,705
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Net Expenditure over Income

128,295	132,000	3,705		
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120 OTHER PEOPLE & ADMIN

4130 CONTINGENCY	23,649	2,000	-21,649		-21,649
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OTHER PEOPLE & ADMIN :- Expenditure

23,649	2,000	-21,649	0	-21,649
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Net Expenditure over Income

23,649	2,000	-21,649		
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PEOPLE & ADMINISTRATION :- Expenditure

156,718	137,420	-19,298	0	-19,298
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Income

15	0	15		
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Net Expenditure over Income

156,703	137,420	-19,283		
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COMMUNITY ENGAGEMENT**200 AWARDS**

4180 ALLOTMENT COMPETITION	52	100	48		48
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		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
4185	COMMUNITY AWARD	280	300	20		20
	AWARDS :- Expenditure	<u>332</u>	<u>400</u>	<u>68</u>	<u>0</u>	<u>68</u>
	Net Expenditure over Income	<u>332</u>	<u>400</u>	<u>68</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	3,739	2,700	-1,039		-1,039
4225	MONITORING	0	400	400		400
	CCTV :- Expenditure	<u>19,200</u>	<u>20,100</u>	<u>900</u>	<u>0</u>	<u>900</u>
	Net Expenditure over Income	<u>19,200</u>	<u>20,100</u>	<u>900</u>		
220	<u>COMMUNICATION</u>					
4260	TOWN TALK	515	2,000	1,485		1,485
4261	PUBLIC INFORMATION	17,919	0	-17,919		-17,919
4265	ELECTION EXPENSES	0	500	500		500
4270	ADVERTISING	409	1,000	592		592
	COMMUNICATION :- Expenditure	<u>18,842</u>	<u>3,500</u>	<u>-15,342</u>	<u>0</u>	<u>-15,342</u>
	Net Expenditure over Income	<u>18,842</u>	<u>3,500</u>	<u>-15,342</u>		
230	<u>NAILSEA PLACE</u>					
4025	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>	<u>15,000</u>
	Net Expenditure over Income	<u>0</u>	<u>15,000</u>	<u>15,000</u>		
240	<u>YOUTH SERVICES</u>					
4360	CONTRACT	20,387	23,000	2,613		2,613
4365	ANNUAL INSURANCE	410	1,000	590		590
4370	PURCHASES	0	1,000	1,000		1,000
	YOUTH SERVICES :- Expenditure	<u>20,797</u>	<u>25,000</u>	<u>4,203</u>	<u>0</u>	<u>4,203</u>
1210	OTHER	886	0	886		0
	YOUTH SERVICES :- Income	<u>886</u>	<u>0</u>	<u>886</u>		
	Net Expenditure over Income	<u>19,911</u>	<u>25,000</u>	<u>5,089</u>		

Month No : 12

Committee Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
250	GRANTS					
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
65	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
4491	NAILSEA CRICKET CLUB	2,000	0	-2,000		-2,000
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
65	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		51,174	50,722	-452	0	-452
Net Expenditure over Income		51,174	50,722	-452		

	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	1,229	1,500	271		271
4720 ROYAL BRITISH LEGION	100	70	-30		-30
OTHER COMMUNITY ENG. :- Expenditure	4,829	5,170	341	0	341
Net Expenditure over Income	4,829	5,170	341		
COMMUNITY ENGAGEMENT :- Expenditure	115,175	119,892	4,717	0	4,717
Income	886	0	886		
Net Expenditure over Income	114,289	119,892	5,603		
ENVIRONMENT & LEISURE					
300 ALLOTMENT - ENGINE LANE					
4025 SUNDRIES	12	375	363		363
4780 MEMBERSHIP AND INSURANCE	28	0	-28		-28
4790 MAINTENANCE AND REPAIRS	241	250	9		9
4795 TREE AND HEDGE WORK	0	500	500		500
4800 WATER	95	200	105		105
ALLOTMENT - ENGINE LANE :- Expenditure	376	1,325	949	0	949
1305 ASSOCIATION - MEMBERSHIP	-304	0	-304		0
1310 RENT RECEIVED	719	0	719		0
ALLOTMENT - ENGINE LANE :- Income	415	0	415		
Net Expenditure over Income	-39	1,325	1,364		
310 ALLOTMENT - WHITESFIELD ROAD					
4025 SUNDRIES	56	0	-56		-56
4780 MEMBERSHIP AND INSURANCE	104	0	-104		-104
4785 CAPITAL EXPENDITURE	243	0	-243		-243
4790 MAINTENANCE AND REPAIRS	79	400	322		322
4795 TREE AND HEDGE WORK	0	500	500		500
4800 WATER	256	275	19		19
ALLOTMENT - WHITESFIELD ROAD :- Expenditure	737	1,175	438	0	438
1305 ASSOCIATION - MEMBERSHIP	447	0	447		0
1310 RENT RECEIVED	2,521	0	2,521		0
1315 SHED RENT NAILSEA HORT	100	0	100		0

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
1320 NAILSEA GARDENERS ASSN	50	0	50		0
ALLOTMENT - WHITESFIELD ROAD :- Income	3,118	0	3,118		
Net Expenditure over Income	-2,381	1,175	3,556		
330 ALLOTMENTS - OTHER					
4820 BRUSHCUTTER MAINTENANCE	0	100	100		100
ALLOTMENTS - OTHER :- Expenditure	0	100	100	0	100
Net Expenditure over Income	0	100	100		
340 BIODIVERSITY					
4840 PROJECTS	600	2,000	1,400		1,400
4845 TREE WARDENS EXPENSES	0	100	100		100
4850 TREE & FLORAL PLANTING	0	500	500		500
BIODIVERSITY :- Expenditure	600	2,600	2,000	0	2,000
Net Expenditure over Income	600	2,600	2,000		
350 CHRISTMAS					
4870 CHRISTMAS LIGHTS -PURCHASE	1,650	14,000	12,350		12,350
4875 CHRISTMAS LIGHTS - INSTALL	4,304	3,500	-804		-804
4880 CHRISTMAS LIGHTS -	70	1,000	930		930
CHRISTMAS :- Expenditure	6,024	18,500	12,476	0	12,476
Net Expenditure over Income	6,024	18,500	12,476		
360 COMMUNITY PAYBACK					
4025 SUNDRIES	0	1,300	1,300		1,300
4890 CLEARANCE WORK	200	200	0		0
COMMUNITY PAYBACK :- Expenditure	200	1,500	1,300	0	1,300
Net Expenditure over Income	200	1,500	1,300		
370 DOG BINS					
4900 DOG BIN EMPTYING	5,850	6,000	150		150
DOG BINS :- Expenditure	5,850	6,000	150	0	150
Net Expenditure over Income	5,850	6,000	150		

Month No : 12

Committee Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
380	GLASSWORKS					
4220	MAINTENANCE	0	1,500	1,500		1,500
4915	IMPROVEMENTS	650	0	-650		-650
	GLASSWORKS :- Expenditure	<u>650</u>	<u>1,500</u>	<u>850</u>	<u>0</u>	<u>850</u>
	Net Expenditure over Income	<u>650</u>	<u>1,500</u>	<u>850</u>		
390	GROUNDS MAINTENANCE					
4925	GARDEN OF REST	1,420	1,120	-300		-300
4930	GOLDEN VALLEY BRIDLEWAY	640	650	10		10
4935	GROVE PLAYING FIELD	3,800	0	-3,800		-3,800
4940	OTHER	200	4,970	4,770		4,770
4945	VILLAGE GREEN	539	550	11		11
4950	HANNAH MORE PARK	1,450	1,900	450		450
4955	GLASSWORKS	1,320	1,760	440		440
	GROUNDS MAINTENANCE :- Expenditure	<u>9,369</u>	<u>10,950</u>	<u>1,581</u>	<u>0</u>	<u>1,581</u>
	Net Expenditure over Income	<u>9,369</u>	<u>10,950</u>	<u>1,581</u>		
410	NAILSEA IN BLOOM					
4365	ANNUAL INSURANCE	70	0	-70		-70
4370	PURCHASES	5,143	3,000	-2,143		-2,143
4960	HANGING BASKETS	800	500	-300		-300
4965	PLANTING	0	500	500		500
4970	WATERING	4,310	6,000	1,690		1,690
4971	SPONSORSHIP RETURNED	600	0	-600		-600
	NAILSEA IN BLOOM :- Expenditure	<u>10,923</u>	<u>10,000</u>	<u>-923</u>	<u>0</u>	<u>-923</u>
1210	OTHER	887	0	887		0
1220	SPONSORSHIP	2,926	0	2,926		0
	NAILSEA IN BLOOM :- Income	<u>3,813</u>	<u>0</u>	<u>3,813</u>		
	Net Expenditure over Income	<u>7,111</u>	<u>10,000</u>	<u>2,889</u>		
420	NAILSEA PLAYING FIELDS ASSOC					
4220	MAINTENANCE	995	1,000	5		5
4990	GROUNDS MAINTENANCE	4,390	8,250	3,860		3,860
4995	GROUNDSMAN	1,200	1,200	0		0
5000	REPAIRS	0	500	500		500
	NAILSEA PLAYING FIELDS ASSOC :- Expenditure	<u>6,585</u>	<u>10,950</u>	<u>4,365</u>	<u>0</u>	<u>4,365</u>

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
5005	NPFA RENT/INCOME	350	0	350		0
	NAILSEA PLAYING FIELDS ASSOC :- Income	<u>350</u>	<u>0</u>	<u>350</u>		
	Net Expenditure over Income	<u>6,235</u>	<u>10,950</u>	<u>4,715</u>		
430	OPEN SPACES					
4220	MAINTENANCE	4,318	2,000	-2,318		-2,318
5025	NSC CONTRACT	29,900	28,000	-1,900		-1,900
	OPEN SPACES :- Expenditure	<u>34,218</u>	<u>30,000</u>	<u>-4,218</u>	<u>0</u>	<u>-4,218</u>
1330	GAULACRE INCOME	726	750	-24		0
	OPEN SPACES :- Income	<u>726</u>	<u>750</u>	<u>-24</u>		
	Net Expenditure over Income	<u>33,492</u>	<u>29,250</u>	<u>-4,242</u>		
440	PLAY EQUIPMENT					
4220	MAINTENANCE	1,331	2,000	669		669
5050	NEW EQUIPMENT	0	17,500	17,500		17,500
	PLAY EQUIPMENT :- Expenditure	<u>1,331</u>	<u>19,500</u>	<u>18,169</u>	<u>0</u>	<u>18,169</u>
	Net Expenditure over Income	<u>1,331</u>	<u>19,500</u>	<u>18,169</u>		
450	PUBLIC RIGHTS OF WAY					
4220	MAINTENANCE	0	5,000	5,000		5,000
4230	UPGRADE	0	5,000	5,000		5,000
	PUBLIC RIGHTS OF WAY :- Expenditure	<u>0</u>	<u>10,000</u>	<u>10,000</u>	<u>0</u>	<u>10,000</u>
	Net Expenditure over Income	<u>0</u>	<u>10,000</u>	<u>10,000</u>		
460	SKATEPARK					
4230	UPGRADE	41,959	0	-41,959		-41,959
	SKATEPARK :- Expenditure	<u>41,959</u>	<u>0</u>	<u>-41,959</u>	<u>0</u>	<u>-41,959</u>
1361	SKATEPARK DONATIONS	19,654	0	19,654		0
	SKATEPARK :- Income	<u>19,654</u>	<u>0</u>	<u>19,654</u>		
	Net Expenditure over Income	<u>22,305</u>	<u>0</u>	<u>-22,305</u>		
470	STAFF COSTS					
5070	TOWN ORDERLY EXPENDITURE	30	0	-30		-30
	STAFF COSTS :- Expenditure	<u>30</u>	<u>0</u>	<u>-30</u>	<u>0</u>	<u>-30</u>
	Net Expenditure over Income	<u>30</u>	<u>0</u>	<u>-30</u>		

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
480	<u>SUBSCRIPTIONS</u>					
5080	AVON WILDLIFE TRUST SUBS	0	48	48		48
5085	CPRE	0	36	36		36
5090	WOODLAND TRUST	0	42	42		42
	SUBSCRIPTIONS :- Expenditure	0	126	126	0	126
	Net Expenditure over Income	0	126	126		
490	<u>TOWN ORDERLY</u>					
4025	SUNDRIES	24	0	-24		-24
5110	EQUIPMENT	2,400	1,000	-1,400		-1,400
5115	TOWN ORDERLY WAGES	15,889	14,000	-1,889		-1,889
5120	WORKWEAR	110	500	390		390
	TOWN ORDERLY :- Expenditure	18,423	15,500	-2,923	0	-2,923
	Net Expenditure over Income	18,423	15,500	-2,923		
500	<u>TREES AND WOODLANDS</u>					
5140	TREE MAINTENANCE	175	1,400	1,225		1,225
5145	TREE WARDENS EXPENSES	0	100	100		100
5150	SPILSBURY WOOD	800	0	-800		-800
	TREES AND WOODLANDS :- Expenditure	975	1,500	525	0	525
	Net Expenditure over Income	975	1,500	525		
510	<u>OTHER ENVIRONMENT</u>					
5160	PEST CONTROL	0	300	300		300
	OTHER ENVIRONMENT :- Expenditure	0	300	300	0	300
	Net Expenditure over Income	0	300	300		
ENVIRONMENT & LEISURE :- Expenditure		138,249	141,526	3,277	0	3,277
Income		28,075	750	27,325		
Net Expenditure over Income		110,174	140,776	30,602		

PLANNING

600	<u>BUS SHELTERS</u>					
5000	REPAIRS	0	800	800		800
5180	CLEANING	1,324	200	-1,124		-1,124
	BUS SHELTERS :- Expenditure	1,324	1,000	-324	0	-324
	Net Expenditure over Income	1,324	1,000	-324		

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
610	CAR PARKS					
4220	MAINTENANCE	0	5,500	5,500		5,500
	CAR PARKS :- Expenditure	<u>0</u>	<u>5,500</u>	<u>5,500</u>	<u>0</u>	<u>5,500</u>
	Net Expenditure over Income	<u>0</u>	<u>5,500</u>	<u>5,500</u>		
620	MARKETS					
5210	CANOPY CONTRACTOR	6,051	2,500	-3,551		-3,551
5215	COMMUNITY MARKET	0	100	100		100
5220	CRAFT MARKET	0	100	100		100
5225	FARMERS MARKET	822	1,900	1,078		1,078
230	MARKETS ORGANISER	8,416	7,000	-1,416		-1,416
	MARKETS :- Expenditure	<u>15,288</u>	<u>11,600</u>	<u>-3,688</u>	<u>0</u>	<u>-3,688</u>
1400	BAGS	42	150	-109		0
1401	FARMERS MARKET INCOME	7,185	0	7,185		0
1402	COMMUNITY MARKET INCOME	222	0	222		0
1410	CANOPY HIRE (OTHER	180	10,000	-9,820		0
1420	RAFFLE COLLECTION	0	100	-100		0
	MARKETS :- Income	<u>7,628</u>	<u>10,250</u>	<u>-2,622</u>		
	Net Expenditure over Income	<u>7,660</u>	<u>1,350</u>	<u>-6,310</u>		
630	PLANNING SERVICES					
4300	PROFESSIONAL FEES	5,840	10,000	4,160		4,160
	PLANNING SERVICES :- Expenditure	<u>5,840</u>	<u>10,000</u>	<u>4,160</u>	<u>0</u>	<u>4,160</u>
	Net Expenditure over Income	<u>5,840</u>	<u>10,000</u>	<u>4,160</u>		
640	STREET LIGHTING					
4210	ELECTRICITY	1,040	1,500	460		460
4220	MAINTENANCE	1,137	200	-937		-937
	STREET LIGHTING :- Expenditure	<u>2,178</u>	<u>1,700</u>	<u>-476</u>	<u>0</u>	<u>-476</u>
	Net Expenditure over Income	<u>2,176</u>	<u>1,700</u>	<u>-476</u>		
650	TOWN CENTRE IMPROVEMENTS					
4220	MAINTENANCE	605	500	-105		-105
5280	NOTICE BOARD ELECTRICITY	166	500	334		334
5285	SIGNAGE	0	2,000	2,000		2,000
5290	STREET FURNITURE	3,279	2,000	-1,279		-1,279
	TOWN CENTRE IMPROVEMENTS :- Expenditure	<u>4,050</u>	<u>5,000</u>	<u>950</u>	<u>0</u>	<u>950</u>

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
5300	BETTER NAILSEA	72	0	72		0
	TOWN CENTRE IMPROVEMENTS :- Income	72	0	72		
	Net Expenditure over Income	3,977	5,000	1,023		
	PLANNING :- Expenditure	28,678	34,800	6,122	0	6,122
	Income	7,701	10,250	-2,549		
	Net Expenditure over Income	20,977	24,550	3,573		
FINANCE & POLICY						
700	ADMINISTRATION					
305	POSTAGE	681	1,300	619		619
5310	STATIONERY	981	1,200	219		219
5315	TELEPHONE	1,362	1,200	-162		-162
	ADMINISTRATION :- Expenditure	3,024	3,700	676	0	676
1076	PRECEPT	457,606	457,606	0		0
1077	RATE SUPPORT GRANT	21,588	0	21,588		0
1085	SUNDRY INCOME	138	0	138		0
1090	INTEREST RECEIVED	1,279	750	529		0
1095	PHOTOCOPYING INCOME	64	0	64		0
5300	BETTER NAILSEA	787	1,450	-663		0
	ADMINISTRATION :- Income	481,462	459,806	21,656		
	Net Expenditure over Income	-478,437	-456,106	22,331		
710	INFRASTRUCTURE					
380	HEALTH & SAFETY	1,293	1,000	-293		-293
5385	EMAIL ADDRESS LICENCE	0	150	150		150
5390	MS365 LICENCE	655	500	-155		-155
5400	RBS/OMEGA SOFTWARE	350	1,000	650		650
5405	WEBSITE - HOSTING	660	150	-510		-510
5410	WEBSITE - MAINTENANCE	98	250	152		152
5415	WEBSITE - UPGRADES	20	1,600	1,580		1,580
5420	IT PURCHASES	2,384	0	-2,384		-2,384
	INFRASTRUCTURE :- Expenditure	5,461	4,650	-811	0	-811
5430	INFRASTRUCTURE CREDIT	231	0	231		0
	INFRASTRUCTURE :- Income	231	0	231		
	Net Expenditure over Income	5,230	4,650	-580		

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
720	LEGAL AND FINANCIAL					
5440	AUDIT FEE: INTERNAL	1,170	900	-270		-270
5445	AUDIT FEE: EXTERNAL	1,300	1,600	300		300
5450	BANK CHARGES	494	600	106		106
5455	INSURANCE	4,508	5,500	992		992
5460	LEGAL COSTS	2,960	2,000	-960		-960
	LEGAL AND FINANCIAL :- Expenditure	10,432	10,600	168	0	168
	Net Expenditure over Income	10,432	10,600	168		
730	MEMBERSHIPS AND LICENCES					
5085	CPRE	36	0	-36		-36
5500	ALCA	1,465	1,000	-465		-465
5505	AVON WILDLIFE TRUST	48	0	-48		-48
5510	DATA PROTECTION	35	250	215		215
5515	FOREST OF AVON	120	0	-120		-120
5520	NALC	50	500	450		450
5530	SLCC	284	150	-134		-134
5535	SW COUNCILS	362	370	8		8
5540	WOODLAND TRUST	42	0	-42		-42
	MEMBERSHIPS AND LICENCES :- Expenditure	2,442	2,270	-172	0	-172
	Net Expenditure over Income	2,442	2,270	-172		
740	PUBLIC WORKS LOANS BOARD					
5600	PWLB - GAULACRE CAPITAL	2,758	7,415	4,657		4,657
5605	PWLB - GAULACRE INTEREST	4,657	0	-4,657		-4,657
5610	PWLB - GLASSWORKS CAPITAL	1,641	6,574	4,933		4,933
5615	PWLB - GLASSWORKS INTEREST	6,974	0	-6,974		-6,974
5620	PWLB - TITHE BARN CAPITAL	1,650	7,359	5,709		5,709
5625	PWLB - TITHE BARN INTEREST	6,965	0	-6,965		-6,965
	PUBLIC WORKS LOANS BOARD :- Expenditure	24,645	21,348	-3,297	0	-3,297
	Net Expenditure over Income	24,645	21,348	-3,297		
750	TITHE BARN					
4025	SUNDRIES	602	2,000	1,398		1,398
4085	CARETAKERS - TITHE BARN	12,786	12,500	-286		-286
4210	ELECTRICITY	2,527	3,000	473		473
4220	MAINTENANCE	50	0	-50		-50
4800	WATER	706	3,000	2,294		2,294

Month No : 12

Committee Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
5000	REPAIRS	3,454	3,000	-454		-454
5020	NTB HIRE REFUND	852	0	-852		-852
5021	REFUND OF DAMAGE WAIVER	250	0	-250		-250
5680	EVENTS COORDINATOR	11,586	10,000	-1,586		-1,586
5690	CLEANING - CONTRACT	3,908	7,000	3,092		3,092
5695	CLEANING - SUPPLIES	679	500	-179		-179
5700	DOOR SAFE STAFF	1,144	1,200	56		56
5705	FIRE AND SECURITY	859	1,500	641		641
5710	GAS	1,343	3,000	1,657		1,657
5715	LAUNDRY	269	300	32		32
5720	MAINTENANCE - AD HOC	2,616	1,500	-1,116		-1,116
5725	MAINTENANCE COSTS -	465	2,500	2,035		2,035
5730	PREMISES LICENCE	180	1,000	820		820
5731	WEDDING LICENCE	1,275	0	-1,275		-1,275
5735	PPL LICENCE	0	1	1		1
5740	PRS LICENCE	679	1	-678		-678
5745	REFUSE DISPOSAL	333	500	167		167
	TITHE BARN :- Expenditure	46,562	52,502	5,940	0	5,940
1500	DAMAGE WAIVER	250	1	249		0
1510	OTHER HIRERS	3,508	1	3,507		0
1520	REGULAR HIRERS	21,143	1	21,142		0
1530	TITHE BARN TRUST	0	1	-1		0
1540	WEDDING HIRE	54,450	1	54,449		0
1545	BAR PAYMENTS	700	0	700		0
	TITHE BARN :- Income	80,051	5	80,046		
	Net Expenditure over Income	-33,488	52,497	85,985		
	FINANCE & POLICY :- Expenditure	92,567	95,070	2,503	0	2,503
	Income	561,743	459,811	101,932		
	Net Expenditure over Income	-469,176	-364,741	104,435		

SPECIFIED RESERVES

900	MAJOR SPECIFIED ITEMS				
9000	CANOPY REPLACEMENT FUND	0	2,500	2,500	2,500
9005	CAR PARKS	0	50,000	50,000	50,000
9010	CCTV REPLACEMENT	0	5,000	5,000	5,000
9015	GLASSWORKS INFILLING	16,879	12,447	-4,432	-4,432
9020	HIDDEN HISTORY	0	10,000	10,000	10,000
9025	PLAY EQUIPMENT	0	30,500	30,500	30,500

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
9030	SKATEPARK PROJECT	630	0	-630		-630
9035	TITHE BARN CAPITAL FUND	0	14,825	14,825		14,825
MAJOR SPECIFIED ITEMS :- Expenditure		17,509	125,272	107,763	0	107,763
Net Expenditure over Income		17,509	125,272	107,763		
910	MAJOR CONTINGENCY ITEMS					
9100	CAPITAL SPENDING PROJECTS	0	160,000	160,000		160,000
9110	LEISURE FACILITIES	0	10,000	10,000		10,000
9115	MIDDLE ENGINE PIT	0	30,000	30,000		30,000
9120	PRECEPT BALANCING RESERVE	0	82,467	82,467		82,467
9125	CROSSING: QUEENS ROAD	0	10,000	10,000		10,000
9135	PREMISES PURCHASE	0	100,000	100,000		100,000
9140	YOUTH HOUSE	1,748	50,000	48,252		48,252
9145	STREET FURNITURE AND	0	10,000	10,000		10,000
MAJOR CONTINGENCY ITEMS :- Expenditure		1,748	452,467	450,719	0	450,719
Net Expenditure over Income		1,748	452,467	450,719		
920	MINOR ITEMS					
9200	BACKWELL LAKE - PATH	0	2,017	2,017		2,017
9210	NAILSEA AGAINST PYLONS	4,000	0	-4,000		-4,000
9215	TREE WARDENS	0	185	185		185
9220	WINTER MEASURES	0	2,000	2,000		2,000
9225	YOUTH HOUSE	0	4,650	4,650		4,650
MINOR ITEMS :- Expenditure		4,000	8,852	4,852	0	4,852
9230	TOUGH AS NAILSEA INCOME	2,800	0	2,800		0
MINOR ITEMS :- Income		2,800	0	2,800		
Net Expenditure over Income		1,200	8,852	7,652		
930	RESTRICTED FUNDS					
9300	RECEIPTS IN ADVANCE 17/18	0	750	750		750
9310	YOUNG PERSONS GRANT	0	8,355	8,355		8,355
RESTRICTED FUNDS :- Expenditure		0	9,105	9,105	0	9,105
Net Expenditure over Income		0	9,105	9,105		
SPECIFIED RESERVES :- Expenditure		23,256	595,696	572,440	0	572,440
Income		2,800	0	2,800		
Net Expenditure over Income		20,456	595,696	575,240		

NAILSEA TOWN COUNCIL : SUMMARY OF BUDGET, CASH AND RESERVES 2016-17

MAJOR SPECIFIED ITEMS		2016-17	2017-18	2018-19	2019-20	
9000	CANOPY REPLACEMENT FUND	2,500.00	0.00	0.00	0.00	
9005	CAR PARKS	50,000.00	0.00	0.00	0.00	
9010	CCTV REPLACEMENT	5,000.00	0.00	0.00	0.00	
9015	GLASSWORKS INFILLING	0.00	0.00	0.00	0.00	
9020	HIDDEN HISTORY	10,000.00	0.00	0.00	0.00	
9025	PLAY EQUIPMENT	30,500.00	48,000.00	65,500.00	83,000.00	
9030	SKATEPARK PROJECT	0.00	10,000.00	20,000.00	30,000.00	
9035	TITHE BARN CAPITAL FUND	14,824.60	19,824.60	24,824.60	29,824.60	
MAJOR CONTINGENCY ITEMS						
9100	CAPITAL SPENDING PROJECTS	155,000.00				Balancing figure keeping General Reserves at 4 months.
	GROVE SPORTS & SC BUILDING	0.00	0.00			Assume major spend required: loan or capital receipt.
9110	LEISURE FACILITIES CONSULTANCY	10,000.00	0.00			Develop Leisure Strategy?
9115	MIDDLE ENGINE PIT	30,000.00	0.00			Including £10k granted in 2015-16
9120	COUNCIL TAX REBASING RESERVE	82,466.85				NSC council tax rebasing: rec'd for 2013-14 & 2014-15.
9125	PEDESTRIAN CROSSING: QUEENS ROAD	50,000.00	0.00			
	PEDESTRIAN CROSSING: CLEVEDON ROA	0.00	0.00			
9135	PREMISES PURCHASE	0.00	0.00			Nailsea Place
9140	NO 65 REFURBISHMENT	100,000.00	0.00			
9145	STREET FURNITURE AND SIGNAGE	10,000.00	0.00			
MINOR ITEMS						
9200	BACKWELL LAKE - PATH	2,017.00				
	FRIENDS OF TRENDLEWOOD PARK	0.00				
9210	NAILSEA AGAINST PYLONS	-4,000.00				
9215	TREE WARDENS	185.00				c/f from 2013-14
9220	WINTER MEASURES	2,000.00				
9225	YOUTH HOUSE	4,650.00				NSC Enabling Fund grant 2012-13
RESTRICTED FUNDS						
	TOUGH AS NAILSEA	2,800.00				
9300	RECEIPTS IN ADVANCE 17/18	750.00				
	RECEIPTS IN ADVANCE 18/19	0.00				
9310	YOUNG PERSONS GRANT	8,355.24				Funds held on behalf of Youth House £8355.24 c/f April 2014
	RESERVES	567,048.69	77,824.60	110,324.60	142,824.60	

FINANCIAL SUMMARY							
% OF TOTAL	Revenue Budget	Spend to date	Income to date	Balance avail from budget	Comment		
TOTAL BUDGET							
28.7%	149,920.00	156,718.00	15.00	-6,798.00			
23.0%	119,892.00	115,175.00	886.00	4,717.00			
27.0%	140,776.00	138,249.00	28,075.00	2,527.00			
5.2%	27,050.00	28,678.00	7,701.00	-1,628.00			
16.1%	84,020.00	92,567.00	561,743.00	-8,547.00			
TOTAL EXPENDITURE	521,658.00	531,387.00	598,420.00	0.00			
OPERATIONAL INCOME	75,000.00		119,226.00	-44,226.00			
PRECEPT	457,606.00		457,606.00	0.00			
NORTH SOMERSET RATE GRANT	21,588.00		21,588.00	0.00			
TOTAL INCOME	554,194.00		598,420.00	-44,226.00			
BUDGET SURPLUS	32,536.00						
			At Jan 2017				
PUBLIC WORKS	Sum	Balance Outstanding	Term	Interest Rate	Annual Repayment		
LOANS BOARD	Borrowed						
Gaulacre (494249)	£120,000	£100,561	30 years (2008-38)	4.60%	£7,415		
Tithe Barn (495943)	£150,000	£143,021	50 years (2009-59)	4.33%	£7,359		
Glassworks (503326)	£195,000	£190,891	40 years (2014-54)	4.04%	£9,871		
				Total	£24,645		

CASH AND RESERVES SUMMARY

CURRENT CASH

investment account to end March 2017	160,177.72
current account	23,902.18
deposit account	549,343.07
Total	733,422.97

RECEIPTS IN ADVANCE

Tithe Barn receipts in advance 2017-18	1,175.00
Tithe Barn receipts in advance 2018-19	0.00
	1,175.00

REMAINING BUDGETED EXPENDITURE FOR THE YEAR

Remaining Budget Expenditure	0.00
Specified Reserves	567,048.69
Total	567,048.69

PREDICTED CASH BALANCE AT 31.03.17

Projected cash at year end	166,374.28	i.e. Current Cash - Remaining Budget Expenditure to Year End and Specified Reserves
Predicted income to 31.03.17	2,000.00	
VAT to be reclaimed	7,262.30	
Damage Waiver Fees	0.00	Assumption that these will be returned to hirer
Total	175,636.58	

GENERAL RESERVE

General Reserve as proportion of annual spend

4.0 MONTH/S

175,636.58

At : 09:36

CURRENT BANK ACCOUNT

List of Payments made between 01/02/2017 and 31/03/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/02/2017	ROYAL HORTICULTURAL	DD	70.00		NIB ANNUAL INSURANCE
01/02/2017	AVON SERVICES LIMITED	BP388	81.60		BLACK SACKS FOR T/O
01/02/2017	BIN-IT DOG WASTE SOLUTIONS	BP389	641.56		DOG BIN EMPTYING JANUARY 2017
01/02/2017	PENNEE PAIGE	BP390	91.75		STAMPS
01/02/2017	CHRIS THYNNE	BP391	331.00		CLEANING OF BUS SHELTERS
01/02/2017	AVON LOCAL COUNCILS' ASSN	BP392	180.00		4 X PLACES TRAINING COURSE
01/02/2017	KENT COUNTY COUNCIL	BP393	323.71		PHOTOCOPYING
01/02/2017	SSE CONTRACTING	BP394	802.80		INSTALL FESTIVE LIGHTING
03/02/2017	BELL COMMUNICATIONS	DD	122.83		TELEPHONES AT NTB JANUARY
03/02/2017	BATT BROADBENT	BP395	500.00		LEGAL COSTS 65 HIGH STREET
03/02/2017	HMRC	BP396	1,983.48		STAFF TAX AND NI
05/02/2017	BANES	DD	2,972.98		STAFF PENSION CONTRIBUTIONS
10/02/2017	FOREST OF AVON TRUST	SO	10.00		MONTHLY SUBSCRIPTION
10/02/2017	AMAZON	VISA	7.95		NAME BADGES
14/02/2017	NAILSEA COMMUNITY	BP398	100.00		RIDE SWIM JANUARY 2017
14/02/2017	PST PLUMBING AND HEATING	BP399	45.00		UNBLOCKING TOILET NTB
14/02/2017	WEST COUNTRY GROUND CARE	BP400	168.00		WORK AT GROVE FOR NPFA
14/02/2017	TAILOR MADE OFFICE SUPPLIES	BP401	39.16		PAPER
14/02/2017	JOHN BROWN	BP402	11.15		TAPE AND SCREWDRIVER
14/02/2017	FOREAL YOUTH WORK PROVIDE	BP403	1,662.00		YOUTH WORK FEBRUARY
15/02/2017	AMAZON.CO.UK	VISA	27.16		STATIONERY
17/02/2017	SOVEREIGN DOOR SUPERVISION	BP404	74.10		DOOR SUPERVISOR 4 FEB
17/02/2017	AVON SERVICES LIMITED	BP405	109.25		HEAVY DUTY SACKS FOR T/O
17/02/2017	SOUTHERN ELECTRIC	BP406	42.53		LIGHTING FOR NOTICEBOARD
17/02/2017	NORTH SOMERSET COUNCIL	BP407	70.00		LIQUOR LICENCE FOR MARKET
17/02/2017	BATTBROADBENT SOLICITORS	BP408	523.10		LEGAL FEES SYCAMORE CLOSE
17/02/2017	GB SPORT & LEISURE UK LTD	BP409	96.00		HANNAH MORE PARK INSPECTION
20/02/2017	NPFA	BP410	2,814.00		REPAIR OF ROOF
20/02/2017	BEAVER CLEANING SERVICES	BP411	379.06		CLEANING OF NTB
20/02/2017	GLASDON	BP412	1,145.66		NEW TROLLEY FOR T/O
20/02/2017	BESLEY FRUITS	BP4123	280.00		HIRE OF CANOPIES NAILSEA 18/2
20/02/2017	BELL COMMUNICATIONS	BP414	120.00		PATCH LEAD REPAIR NTB
20/02/2017	J E STEPHENS	500.00	500.00		REFUND OF WEDDING DEPOSIT
20/02/2017	HSBC	DR	20.54		BANK CHARGES
22/02/2017	NTC STAFF	BP416	8,073.11		STAFF SALARIES FEBRUARY
22/02/2017	TAILOR MADE OFFICE SUPPLIES	BP417	52.85		STATIONERY
22/02/2017	MAT FIRE SYSTEMS LTD	BP418	150.00		ALARM MAINTENANCE
22/02/2017	ZEPHYR TVC	BP419	990.00		RE-SITING OF FLAGPOLE
23/02/2017	SOUTHERN ELECTRIC	DD	272.50		ELECTRICITY FOR NTB
24/02/2017	BESLEY FRUITS	BP420	259.00		CANOPIES NAILSEA JANUARY
24/02/2017	GB SPORT & LEISURE UK LTD	BP421	76.80		HMP INSPECTIONS DECEMBER 16
24/02/2017	AVRIL BAKER CONSULTANCY	BP422	6,363.00		CONSULTATION PROJECT COSTS
24/02/2017	LANDSCAPE SERVICES	BP423	166.40		GROUNDS MAINTENANCE GOR, VG
24/02/2017	AVON SERVICES LIMITED	BP424	40.80		BLACK BIN LINERS
24/02/2017	GVA GRIMLEY LTD	BP425	14,400.00		PROFESSIONAL FEES ENGINE LANE
24/02/2017	LAND REGISTRY	VISA	6.00		REGISTER AND TITLE PLAN VIEW
27/02/2017	PENNEE PAIGE	BP426	29.62		EXPENSES FOR CONFERENCE

At : 09:36

CURRENT BANK ACCOUNT

List of Payments made between 01/02/2017 and 31/03/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
27/02/2017	ADROIT PRINT	BP427	91.00		BOOKMARKS FOR MARKET
27/02/2017	LAND REGISTRY	VISA	6.00		REGISTER AND TITLE PLAN VIEW
28/02/2017	VIRIDOR WASTE MANAGEMENT	DD	33.00		EMPTYING OF EUROBIN NTB
01/03/2017	BESLEY FRUITS	SO	65.00		CANOPY STORAGE
01/03/2017	NOTHING BUT PADLOCKS	VISA	25.94		SPRAY FOR ALLOTMENT PADLOCKS
04/03/2017	LANDSCAPE SERVICES	BP428	240.00		WORK AT SILVER STREET FOOTPATH
04/03/2017	WEST COUNTRY GROUND CARE	BP429	168.00		WORK AT GROVE FOR NPFA
04/03/2017	NORTH SOMERSET COUNCIL	BP430	180.00		ANNUAL LICENCE FEE NTB
04/03/2017	NAILSEA COMMUNITY	BP431	100.00		RIDE SWIM FEBRUARY
04/03/2017	WEST COUNTRY GROUND CARE	BP432	435.00		HMP WORK - 4TH INSTALMENT
04/03/2017	FOREAL YOUTH WORK PROVIDE	BP433	2,573.00		YOUTH WORK MARCH
04/03/2017	FAIR ACCOUNT (PAUL	BP434	870.00		INTERNAL AUDIT SERVICES
04/03/2017	BIN-IT DOG WASTE SOLUTIONS	BP435	641.56		EMPTYING DOG BINS FEBRUARY
04/03/2017	BEAVER BESPOKE SERVICES LTD	BP436	379.04		CLEANING OF NTB FEBRUARY
05/03/2017	BANES	BP437	3,012.19		STAFF PENSION CONTRIBUTIONS
05/03/2017	HMRC	2125.87	2,125.87		STAFF TAX AND NI PAYMENTS
05/03/2017	ZEN INTERNET LTD	DD	388.80		ANNUAL CHARGE
06/03/2017	BELL COMMUNICATIONS	DD	118.92		NTB TELEPHONES JANUARY
08/03/2017	2ND NAILSEA SCOUTS	BP439	5,100.00		GRANT TOWARDS LAND PURCHASE
08/03/2017	GB SPORT & LEISURE UK LTD	BP440	76.80		HMP INSPECTIONS FEBRUARY
08/03/2017	NORTH SOMERSET BEEKEEPERS	BP441	22.00		REFUND FOR CANCELLED HIRE
08/03/2017	CONFETTI CATERING	BP442	245.00		CATERING FOR CONFERENCE
08/03/2017	JOHN BROWN	BP443	2.50		WD 40 FOR ALLOTMENT GATE LOCKS
08/03/2017	PARAGON GARDENS	BP444	3,585.50		REPLACING STOLEN ROOF LEAD
09/03/2017	AMAZON	VISA	169.16		24 CHAIRS FOR OUTSIDE USE
10/03/2017	FOREST OF AVON TRUST	SO	10.00		MONTHLY SUBSCRIPTION
10/03/2017	ROB MILLS PAINTER	BP445	360.00		PAINT REPAIRS AT NTB
10/03/2017	LIME WOOD LAND MANAGEMENT	BP446	350.00		WORK AT SPILSBURY WOOD
17/03/2017	BLT DIRECT	VISA	48.54		LIGHTBULBS FOR NTB
17/03/2017	BLT DIRECT	VISA	28.44		LIGHTBULBS FOR NTB
21/03/2017	HSBC	DR	25.08		BANK CHARGES FEBRUARY
22/03/2017	NTC STAFF	BP447	8,679.93		STAFF SALARIES MARCH
22/03/2017	SOVEREIGN DOOR SUPERVISION	BP448	66.30		DOOR SUPERVISOR 11/03/17
22/03/2017	GOULD AUTOPLATES AND SIGNS	BP449	15.60		SIGNS FOR NAILSEA IN BLOOM
22/03/2017	BESLEY FRUITS	BP450	12.00		CANOPY RENTAL
22/03/2017	INTERPLAN BUSINESS INTERIOR	BP451	104.40		REPLACEMENT CHAIR BACKS
22/03/2017	D J HOPKINS SURVEYS	BP452	250.00		SURVEY OF SKATEBOARD PARK
22/03/2017	D J HOPKINS SURVEYS	BP453	250.00		SURVEY LAND STOCKWAY SOUTH
22/03/2017	KENT COUNTY COUNCIL	BP454	194.16		PHOTOCOPYING JAN-APRIL
22/03/2017	KENT COUNTY COUNCIL	BP455	23.70		PHOTOCOPIER CHARGES
22/03/2017	SOMERSET COUNTY COUNCIL	1275.00	1,275.00		RENEWAL WEDDING LICENCE
22/03/2017	TAILOR MADE OFFICE SUPPLIES	BP462	23.70		STATIONERY
22/03/2017	HMRC	BP463	2,498.05		STAFF TAX AND NI
23/03/2017	SOUTHERN ELECTRIC	DD	262.29		ELECTRICITY FOR NTB
24/03/2017	BPS ACCESS SOLUTIONS	VISA	167.96		LADDER FOR NTB
24/03/2017	SPILLER IRONMONGERY	VISA	232.26		DOOR LOCKS AND FITTINGS NTB
28/03/2017	TAILOR MADE OFFICE SUPPLIES	BP458	95.70		STATIONERY

At : 09:36

CURRENT BANK ACCOUNT

List of Payments made between 01/02/2017 and 31/03/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
28/03/2017	PENNEE PAIGE	BP459	152.49		ASSORTED EXPENDITURE
28/03/2017	SSE CONTRACTING	BP460	43.27		LIGHTING MAINTENANCE 4/4
28/03/2017	NPFA	BP461	1,200.00		GRANT FOR GROUNDSMAN 16/17
28/03/2017	TAILOR MADE OFFICE SUPPLIES	BP456	136.09		ASSORTED STATIONERY
28/03/2017	LANDSCAPE SERVICES	BP457	166.40		GROUNDWORK GOR AND VG
28/03/2017	BELL BRUSH CLEANING	VISA	142.14		LITTER PICKERS
30/03/2017	BANES	BP464	3,034.69		STAFF PENSION CONTRIBUTIONS
31/03/2017	VIRIDOR WASTE MANAGEMENT	DD	16.50		EMPTYING OF EUROBIN NTB
31/03/2017	BESLEY FRUITS	SO	65.00		CANOPY STORAGE FEE
31/03/2017	NORTH SOMERSET COUNCIL	BP465	3,738.65		CONTRIBUTIONS TOWARDS CCTV
31/03/2017	MRS K T LILLEY	BP466	280.00		PLATES FOR COMMUNITY AWARDS
31/03/2017	ARCHANT	BP467	600.00		ANNUAL TOWN MEETING ADVERTS
31/03/2017	NAILSEA COMMUNITY	BP468	125.00		RIDE SWIM TRANSPORT MARCH
31/03/2017	J-TERRAIN	BP469	242.50		W/R ALLOTMENT PROJECT
31/03/2017	PACE ELECTRICAL	BP470	960.00		FIXED WIRING/PAT TESTING NTB
Total Payments			93,756.57		

DRAFT

NAILSEA TOWN COUNCIL

CRITERIA FOR THE PRIORITY PURCHASE OF FIRST PHASE HOMES FROM THE BARRATT DAVID WILSON DEVELOPMENT ON ENGINE LANE

Introduction

In January 2017 Nailsea Town Council exchanged contracts for the sale of land on Engine Lane to Barratt David Wilson Homes (BDW). The contract includes the following provisions, under section '18. Post Completion Marketing Obligations'

1. Prior to marketing the first phase of the dwellings BDW will agree with the Town Council the qualification process for existing residents who wish to purchase a dwelling from the first phase of the development (not less than 10 dwellings) ("the First Phase").
2. Prior to the release of the First Phase for open market sale BDW will compile a registration list of existing Nailsea (allowing a period of at least 2 months for registration), who will be required to give evidence of their eligibility to qualify for an opportunity to purchase a dwelling from the First Phase ("the Registration List").
3. When BDW decides, the First Phase house prices will be released to the Registration List, and prospective purchasers will be invited by BDW to satisfy them of their ability to purchase a dwelling.
4. The First Phase will then be offered for sale directly to those approved residents on a first come first served basis on standard terms and conditions as generally apply to sales of new dwellings by BDW.
5. Should a selected purchaser of the First Phase under this process fail to proceed with the purchase, BDW is permitted to market the relevant dwelling however it may decide.

The aim of this document is to clarify the scope of the scheme and to define criteria which are unambiguous, verifiable and not subject to the need for discretion or interpretation.

DRAFT

Criteria

To be included on the Registration List potential purchasers must fulfil criteria 1 and 2, and at least one element of criteria 3.

	Criteria	Evidence
1.	Purchasing an open-market property.	
2.	First-time buyers. If there is more than one purchaser, all of those involved must be a first-time buyer.	
3.	Connection to Nailsea. a. At the date the Registration List is started, having lived in Nailsea continuously for a minimum of 2 years at any time in the past. b. Currently working in Nailsea, having done so for a minimum of 2 years prior to the date the Registration List is started.	Rental agreement, electoral register or other verifiable proof of address over the period. Verifiable proof provided by employer or another credible source.

For the avoidance of doubt

1. This scheme gives people who meet the above criteria and qualify to be put onto the registration list for the opportunity to negotiate the purchase of a property from the 1st phase of the Engine Lane Development from BDW Trading Limited (Barratt Homes). This is subject to those people demonstrating to BDW their ability to complete the purchase. Properties will be sold on a 'first-come, first-served basis'.
2. This scheme relates only to the open-market sale of freehold properties.
3. People purchasing a property with a **buy to let mortgage** are **excluded** from this scheme.
4. In relation to the Registration List, neither the Town Council nor BDW are offering any financial benefit, subsidy or discount for the purchase of any property.
5. This scheme does not include any properties managed by a registered housing provider, such as a housing association.
6. The onus on providing evidence to meet the criteria rests with the applicant, not Nailsea Town Council or BDW.
7. Should eligibility be questioned for an applicant during the 2-month registration period the matter will be referred to Nailsea Town Council along with the accompanying evidence for a final decision to be made within 10 working days.

- 0373/17 and 0376/17 - Meadow Barn, Youngwood Lane
- 0379/17 and 0380/17 - Hay Barn, Youngwood Lane
- 0383/17 and 0384/17 - Threshing Barn, Youngwood Lane

The meeting was closed at 8.19pm. Antony Blunden introduced himself as a retired property developer, who was speaking on behalf of the owners of the three properties. He said that his comments did not relate to the planning application at Bizley House. The application is for mainly minor amendments to the application which was approved in December 2013. The owner of the three properties had tried to sell them as a going-concern, but this was not successful and so he sought a change of use from commercial to residential. Bizley House is Grade II listed but the other properties are only part of the listing because they are within the curtilage.

The recommendation to **APPROVE** the applications subject to the comments of the Conservation Officer was proposed by Cllr Tonkin and seconded by Cllr Wilson.

The vote was eight in favour and one abstention.

Cllr Phillips returned to the meeting at 8.30pm and took over the Chair.

ii) Planning application 0369/17 and 0369/17 - Bizley House Youngwood Lane

The recommendation to **APPROVE** the application subject to the comments of the Conservation Officer was proposed by Cllr Tonkin and seconded by Cllr Frappell.

The vote was nine in favour and one abstention.

iii) Planning application 0355/17 - West of South Common Farm, Netherton Wood Lane.

Cllr Tonkin said he had declared a pecuniary interest, but prior to leaving the meeting he asked that the objection of Mrs Burdge be taken into account by the committee. Cllr Tonkin left the meeting at 8.32pm.

Following discussion, it was proposed by Cllr Middleton and seconded by Cllr Packham

RESOLVED to ask North Somerset Council to facilitate discussion between the applicant and Mrs Burdge regarding the most appropriate location for a new access, taking account of the impact on any public rights of way.

The vote was eight in favour and two abstentions.

iv) Planning application 0362/17 and 0363/17 - Little Manor, Nailsea Wall Lane

Cllr Phillips said there had been no comments or objections on the application on North Somerset Council's web-site. However, a letter had been received that

afternoon from the solicitor of a neighbour, objecting to the proposed increase in the height of the wall and the scale and positioning of the proposed car port.

The recommendation to **DEFER** to the next meeting for the consideration of further information was proposed by Cllr Packham and seconded by Cllr Tonkin.

The vote was nine in favour and one abstention.

v) Planning application 0386/17 - 101 Old Church Road

The recommendation to **APPROVE** was proposed by Cllr Middleton and seconded by Cllr Tonkin.

The vote was eight in favour and two abstentions.

vi) Planning application 0398/17 - Houston Group Dental Practices, 12 Clevedon Road

Cllr Tonkin referred to the existing enforcement action and the proposed siting of the signs, which appears to be outside the curtilage of the property.

The recommendation to **OBJECT** on the grounds of adverse impact on highway safety and the streetscene was proposed by Cllr Tonkin and seconded by Cllr Wilson.

The vote was nine in favour and one abstention.

vii) Planning application 0406/17 - Unit 2 Blackfriars Road

Members referred to the approved planning application for a gym facility on the site and agreed that this application appears to be a stalling tactic, particularly in light of the planning enforcement case 2014/0234 concerning this site.

The recommendation to **OBJECT** on the grounds that the proposal is incompatible with the planning consent for a gym facility at the site, and the outstanding enforcement order was proposed by Cllr Tonkin and seconded by Cllr Packham.

The vote was nine in favour and one objection.

viii) Planning application 0411/17 - 4 Brockway

The recommendation to **APPROVE** was proposed by Cllr Middleton and seconded by Cllr Frappell.

The vote was nine in favour and one abstention.

ix) Planning application 0431/17 - 38 St Marys Park

The recommendation to **APPROVE** was proposed by Cllr Frappell and seconded by Cllr Middleton.

The vote was nine in favour and one abstention.

x) Planning application 0490/17 (non-material amendment) – Manor Farm Workshops, Nailsea Wall Lane

No comment.

xi) Planning application 0491/17 – Nailsea Fire Station, Pound Lane

The recommendation to **APPROVE** was proposed by Cllr Middleton and seconded by Cllr Frappell.

The vote was nine in favour and one abstention.

b) Planning Decisions from North Somerset Council

Noted.

c) Enforcement cases

Noted.

P24/17 Financial Matters

a) Statement of Income and Expenditure for the Committee to 07 March 2017

Noted.

P25/17 Update from the Planning Sub-Committee meeting of 13 March

Cllr Phillips said the sub-committee had met to discuss the consultation on the Housing White Paper. The consultation was initiated by the National Association of Local Councils. Cllr Middleton said that whilst it was important to respond, the Town Council's answers were likely to be aggregated with those of all other council respondents and therefore would not have a direct impact.

It was proposed by Cllr Middleton and seconded by Cllr Tonkin

RESOLVED **to delegate the response to the consultation to the Planning Sub-committee.**

The vote was unanimous.

P26/17 To Consider the Management of Incidental Open Spaces

The comments from Cllr Barber in the Clerk's Report were considered.

Cllr Middleton said he would prefer to defer any decision on acquiring additional land to a detailed capital expenditure plan which would consider the financial position following the completion of the sale of land on Engine Lane.

Cllr Hunt asked whether the residents near to neglected pieces of land could be asked their views on what should be done with these spaces and for them to take on responsibility for their upkeep.

Members agreed that these open spaces are not part of any priority list, and therefore it was not known how important they are relative to other parts of the town.

It was proposed by Cllr Frappell and seconded by Cllr Packham

RESOLVED to consider the acquisition of open spaces as a whole. In the meantime, the Clerk should investigate the detailed costs and implications of taking over the open spaces identified by Cllr Barber.

The vote was unanimous.

After discussion, it was proposed by Cllr Middleton and seconded by Cllr Barber

RESOLVED to pay for works on trees on Corfe Close at an approximate cost of £300.

The vote was seven in favour, one against and one abstention.

P27/17 Consideration of Communication Received Regarded the Implementation of Civil Parking Enforcement
Noted.

P28/17 Trees and Tree Preservation Orders
Noted.

P29/17 Publications
a) Streetscene, the newsletter of the North Somerset Council Streets and Open Spaces Department, January 2017
Cllr Barclay took this publication and will pass on to Cllr Wilson.

P30/17 Any Other Business
None.

The meeting closed at 9.20pm

Chairman's signature: _____ Date: _____

NAILSEA TOWN COUNCIL - PLANNING COMMITTEE MEETING 15TH MARCH 2017

A list of planning applications received from North Somerset Council for your consideration.

TC REF NO	APPL NO	CAT	LOCATION ROAD	LOCATION NO	APPLICANT	PROPOSAL	DECISION
4788	0355/17	F	Netherwood Road	West of South Common Farm	Mr C Elliot	Formation of new vehicular access for agricultural vehicles.	To ask North Somerset Council to facilitate discussion between the applicant and Mrs Burdge regarding the most appropriate location for a new access, taking account of the impact on any public rights of way.
4789	0362/17	F	Nailsea Wall Lane	Little Manor	Mr & Mrs R Wood	Application for planning permission to replace an existing conservatory; erection of a car port structure; construction of stone planters and alterations to existing boundary wall to increase height to 3 metres and relocate gateway; and removal of 'blown' render to north elevation.	Defer to the next meeting for consideration of further information.
4790	0363/17	LB	Nailsea Wall Lane	Little Manor	Mr & Mrs R Wood	As above.	Defer to the next meeting for consideration of further information.

4791	0369/17	F	Youngwood Lane	Bizley House	Ms A Thornton	Alterations to residential scheme for a dwelling as approved on 13/P/1220/F for changes to external cladding, new window and internal and external door, changes to boundary treatment and new access road and parking area.	Recommend APPROVE subject to comments from the Conservation Officer.
4792	0370/17	LB	Youngwood Lane	Bizley House	Ms A Thornton	As above.	Recommend APPROVE subject to comments from the Conservation Officer.
4793	0373/17	F	Youngwood Lane	Meadow Barn	Mr M Stone	Alterations to residential scheme for a dwelling as approved on 13/P/1220/F for changes to external cladding, new window and internal and external door, changes to boundary treatment and new access road and parking area.	Recommend APPROVE subject to comments from the Conservation Officer.
4794	0376/17	LB	Youngwood Lane	Meadow Barn	Mr M Stone	As above.	Recommend APPROVE subject to comments from the Conservation Officer.

4795	0379/17	F	Youngwood Lane	Hay Barn	Mr & Mrs A Blunden	Alterations to residential scheme for a dwelling as approved on 13/P/1220/F for changes to external cladding, new window and internal and external door, changes to boundary treatment and new access road and parking area.	Recommend APPROVE subject to comments from the Conservation Officer.
4796	0380/17	LB	Youngwood Lane	Hay Barn	Mr & Mrs A Blunden	As above.	Recommend APPROVE subject to comments from the Conservation Officer.
4797	0383/17	F	Youngwood Lane	Threshing Barn	Mr & Mrs Darren Stone	Alterations to residential scheme for a dwelling as approved on 13/P/1220/F for changes to external cladding, new window and internal and external door, changes to boundary treatment and new access road and parking area.	Recommend APPROVE subject to comments from the Conservation Officer.
4798	0384/17	LB	Youngwood Lane	Threshing Barn	Mr & Mrs Darren Stone	As above.	Recommend APPROVE subject to comments from the Conservation Officer.
4799	0386/17	F	Old Church Road	101	Mr & Mrs R Cox	New side dormer window.	Recommend APPROVE .
4800	0398/17	ADV	Clevedon Road	12	Houston Group Dental Practices	Advertising consent for 2 No. non-illuminated floor mounted totem pole signs.	Recommend OBJECT on the grounds of adverse impact on highway safety and the streetscene.

4801	0406/17	F	Blackfriars Road	Unit 2	Mr J Hartrey	Change of use of part of rear service yard from ancillary B1c to B8 storage of scaffolding and associated equipment (retrospective). Retention of scaffolding racking system. Erection of 3.1m high acoustic fence.	Recommend OBJECT on the grounds that the proposal is incompatible with the planning consent for a gym facility at the site, and the outstanding enforcement order.
4802	0411/17	F	Brockway	4	Mr & Mrs I Freeman	Ground and first floor extensions.	Recommend APPROVE .
4803	0431/17	F	St Marys Park	38	Mr R Brooks	Erection of a single storey extension to the front elevation following the demolition of the existing conservatory.	Recommend APPROVE .
4804	0490/17	NMA	Nailsea Wall Lane	Manor Farm Workshops	Mr N Davies	Non-material amendment to application 11/P/1942/F (Conversion of existing workshops (B1 use) into holiday cottages and the erection of an additional two storey building for guest accommodation (Barns F & G), a pool and recreation building, a conservatory attached to Barn and construction of a swimming pool. Erection of a detached garage to serve Leveret House.) to allow changes to window opening and overall dimensions of the pool house.	No comment.

4805	0491/17	F	Pound Lane	Nailsea Fire Station	Avon & Somerset Police Constabulary	Change of use of part of existing Fire Station for use as Police Station to create a joint service building. Positioning of a storage unit within the yard for police storage and bicycles.	Recommend APPROVE .
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NAILSEA TOWN COUNCIL – ENVIRONMENT AND LEISURE COMMITTEE

Minutes of the Environment and Leisure Committee held on Wednesday 22 February 2017 at 7.50pm in the Tithe Barn, Church Lane, Nailsea.



PRESENT: Cllr Pétford in the Chair, Cllr Barber, Cllr Barclay, Cllr J. Blatchford, Mr Brierley, Cllr Frappell, Cllr Hamblin, Cllr Holt, Cllr Hunt, Cllr Middleton, Cllr Ponsonby, Cllr A. Tonkin, Cllr J. Tonkin and the Clerk. In attendance Cllr Lees and Cllr Phillips.

EL10/17 APOLOGIES: Cllr Packham, Cllr Wilson and Mrs Brady.

EL11/17 DECLARATIONS OF INTERESTS

Cllr Hunt declared a personal interest as she lives near the Grove Playing Field.

Cllr Lees declared a personal interest as he is on the management committee of the Friends of Trendlewood Park.

Cllr A. Tonkin declared a personal interest as she is Chair of Governors at the Hannah More and Grove Schools Federation.

EL12/17 MINUTES of the meeting held on 18 January were agreed as a correct record and signed by the Chair.

EL13/17 CONSIDERATION OF A PROPOSED ZEBRA CROSSING AT ST FRANCIS SCHOOL

The Chair brought this item forward to allow Mr Chris Evans to speak. The meeting closed at 7.52.

Mr Evans introduced himself as a parent-governor at St Francis School. He said that the highways engineer at North Somerset Council had agreed to produce a design and costing for the works by the autumn, but there is no funding available from North Somerset Council. The figure of £20,000 has not been confirmed and so the school was not asking the Town Council for a specific sum, but might do so as part of its fund-raising initiatives when it has more accurate information.

Cllr Ponsonby said that the email exchange quoted between the Clerk and Cllr Andy Cole in the Clerk's Report was for a specific financial contribution from the Town Council. Whilst she agreed with the need for the zebra-crossing she could not support the Town Council contributing if North Somerset Council does not.

Cllr Hunt said that North Somerset Council will be in receipt of a large capital sum from the Town Council for the sale of 65 High Street and lifting the covenant on Engine Lane, and as this is a child safety issue they should be reminded of their responsibilities.

Cllr J. Tonkin said that North Somerset Council has committed its highways budget for the next two years, so this scheme would be joining a long list of proposals for which funds are not available.

Cllr Frappell said that North Somerset Council keeps passing the buck to the Town Council and opting out of its responsibilities. She said that in her view this crossing is a higher priority than the one on Queen's Road which the Town Council has agreed to part-fund.

Even allowing for the fact that the figure of £20,000 is not confirmed, Cllr Hamblin asked why a zebra-crossing was that expensive.

Cllr Middleton said he would support the same shared-cost arrangement for the zebra-crossing as has been agreed for the Queen's Road crossing, but would not support the Town Council making a financial contribution if North Somerset Council refused to do so. Cllr Lees said that the Town Council is being placed in an invidious position and Cllr Ponsonby said that North Somerset Council not contributing to the cost was an 'outrage'.

Chris Evans said that the school and the governors will keep out of the 'politics' of this matter and wanted to confirm that at this stage, irrespective of the request from Cllr Cole, they were not asking the Town Council for specific financial support.

Cllr Hunt suggested that the Town Council should consider paying for a school-crossing person outside St Francis. Cllr J. Tonkin said this would create a precedent with regard to other schools. Cllr Blatchford said that the school-crossing person has to be employed by North Somerset Council.

The meeting opened at 8.12pm

It was proposed by Cllr Ponsonby and seconded by Cllr Holt

RESOLVED **to continue to fully support a zebra-crossing outside St Francis School and to be prepared to consider partnership funding with North Somerset Council.**

The vote was unanimous.

EL14/17 PLAYING FIELDS AND PLAY/RECREATION AREAS

a) Report by representative of Nailsea Playing Fields Association and Grove Sports and Social Club.

Mrs Brady had submitted a report which Mr Brierley read out.

There have been no meetings of the Nailsea Playing Fields Association since the last Environment and Leisure Committee. The next meeting will be 16 March.

Mrs Brady wanted to take the opportunity to thank the Council for showing confidence in both NPFA and Grove Management this year and for the financial support provided. It is much appreciated and both organisations had asked her to acknowledge this.

The Grove Sports and Social Club committee met on Monday 20 February 2017. The garage roof has been replaced and the bill paid. The Town Council was thanked for their grant of £2,000 towards this work. The driveway lights have been replaced.

Work is awaited on a new daylight sensitive timer together with a quote from the same company for the addition of three new fire alarm sound points and the replacement of the garage electrics. Once this has been completed Grove can liaise with the Council as to a suitable security arrangement for that end of the car park. The Council was thanked for putting £2,000 in the 2017-18 budget towards the cost of this.

Nailsea Construction has been instructed to do the remarking work on the car park starting 10 April 2017, in the Easter holidays.

A quote of just over £20,000 has been received for the replacement of the boiler, hot water tank and pipework, pumps and shower heads for the men's changing rooms. Together with the sports clubs all appropriate sources of funding will be explored. The replacement of the boiler is urgent and has been committed to at a cost of £5,000.

A donation of £500 from Etex Building Performance Ltd has been received and the defibrillator fund now stands at £1,143 with a further donation due from Nailsea Cricket Club. Although this is generally a slow time of year the Grove have attracted a reasonable number of bookings and retained a £10,000 reserve (less £5,000 for the boiler).

Cllr Petford said that as a relative newcomer to the Council she wanted to know how the Grove Sports and Social Club supports the sports clubs: the Council is often asked for money but how do the sports clubs benefit? Simon Brierley said that the income pays for the running costs of the building including the changing facilities. Unfortunately, when the Grove had a financial crisis a few years ago they had to stop the profit-sharing initiative they had previously arranged with the football and cricket club for fund-raising events. Simon said that his ambition was for the Grove Sports and Social Club to become financially self-sufficient and to contribute to the running costs of the playing fields.

Cllr Petford questioned where the requests for grant funds would end, given the condition of the building and the finances of the Sports and Social Club.

Cllr Ponsonby said that the Town Council supports the management of the grounds. The building does not belong to the Council and it does not fund the operation of the Grove Sports and Social Club. The 'ownership' responsibility for the building rests with the trustees of the Nailsea Playing Fields Association. Cllr Petford said that although the Council does not own the building, as the landlord it needed to be concerned by its condition.

Cllr Frappell said that money continues to be thrown at a building which is not fit for purpose and needs to be replaced. The challenge is to plan a transition from the existing building to a new one. Simon said that a few years ago discussions took place with the sports clubs: at that time the cost of replacing the building was estimated at £1.5m. This was not considered viable, and Nailsea United FC then decided to develop its own changing rooms to replace the temporary portakabins.

Cllr A.Tonkin said that as cost would always be a constraint, replacing the current building on a like-for-like basis was not feasible. Cllr Middleton agreed that with the building having a limited remaining life-span, there should be a thorough analysis of need and a specification for the utilisation of a new facility. Cllr Ponsonby said that if the Council financed a new building it would have to retain ownership and would have to decide how it was managed.

Cllr Lees said that a review of sport and leisure across the town is needed, and needs to include all sports, not just the major ones. He suggested a working party should be set up. Cllr Middleton agreed and said that any development of the Scotch Horn Centre must be complementary to the Grove.

It was agreed that a working party should be made up of the following: Cllrs J.Blatchford, Frappell, Hunt, Lees and Ponsonby, Mrs Brady and Mr Brierley.

b) Consideration of Line Marking at the Grove Playing Field Entrance Road and Car Park.

The Clerk clarified that whilst a sum of £4,000 for line-marking had been included in the 2017-18 budget, the Finance and Policy Committee had asked the Environment and Leisure Committee to consider what element of the work should be supported. Mrs Brady had itemised costs relating to health and safety elements of the proposed marking. This included the creation of a formal one-way system for vehicles, and a separation of pedestrians and vehicles on the entrance road.

In response to Cllr Frappell asking whether the marking was really necessary, Simon Brierley commented that school-time creates potential hazards because of the number of vehicles using the car park in a short period. Although North Somerset Council wants the car park to be used in preference to the road, it will not contribute to the costs of upkeep.

It was proposed by Cllr Ponsonby and seconded by Cllr Middleton

RESOLVED to approve a financial contribution of £1,745 for the line marking relating to safety measures.

The vote was ten in favour and two abstentions.

EL15/17 FINANCIAL MATTERS

a) Statement of Income and Expenditure to 10 January 2017.

Noted.

EL16/17 CONSIDERATION OF THE FUTURE USE OF THE LAND ACQUIRED FROM CHURCHILL RETIREMENT LIVING

Cllr Barclay said there are various potential uses of the land, but he favoured retaining it as an informal open space with a simple maintenance regime. Cllr A.Tonkin suggested that advice could be sought on planting more trees and getting year-round colour on the site.

It was proposed by Cllr Barclay and seconded by Cllr A.Tonkin

RESOLVED to maintain the land acquired from Churchill Retirement Living as an informal open space comprising a pathway and a seat, and an area for wild daffodils, snowdrops and bluebells.

The vote was unanimous.

Some members expressed concern about drug usage and dealing taking place at night in the Stockway South car park.

EL17/17 OPEN SPACE MANAGEMENT

a) Consideration of an Update on the Management of Trendlewood Park

Cllr Lees reported that a consultant brief for an assessment and management plan for the Kenn Hedge has been issued to three specialists.

EL18/17 TO CONSIDER A CONSULTATION ON PUBLIC SPACE PROTECTION ORDERS

The Clerk reported that John Fox had expressed concern that the problem of people not clearing their dog's faeces from the playing field is getting worse.

In relation to dogs, the Anti-Social Behaviour, Crime and Policing Act 2014 introduces Public Space Protection Orders (PSPOs). These replace Dog Control Orders. The Grove Playing Field is covered by an order which requires that dogs are kept on a lead and the proposal is to continue this as a PSPO. However, the problem arises with enforcement.

Cllr Petford asked whether the provision of more dog bins would assist. Simon Brierley said he thought there are enough bins already and that unfortunately some people simply will not pick up after their dog. Cllr Hunt said that without education of dog owners the problem would persist.

It was agreed to reaffirm the existing Dog Control Order at the Grove Playing Field.

EL19/17 ANY OTHER BUSINESS

- a) Cllr Ponsonby expressed concern at the builder's rubble outside Coates House. Cllr Frappell said she has spoken to the manager, but as yet no action has been taken.
- b) The Clerk reported that he has instructed a contractor to relocate the flagpole a few meters from its current location in order to avoid tree branches interfering with the flag. The new location has been agreed with Mr Bryan Irwin of the Royal British Legion.
- c) The Clerk reported that the owner of Netcott's Meadow has instructed Avon Wildlife Trust to cease the management of the site.

The meeting closed at 9.12pm.

Chairman's signature: _____ Date: _____

NAILSEA TOWN COUNCIL – FINANCE AND POLICY COMMITTEE

Minutes of the Finance and Policy Committee meeting held on Wednesday
1 March 2017 at 7.30pm in the Tithe Barn, Church Lane, Nailsea.



PRESENT: Cllr J Blatchford in the Chair, Cllr Frappell, Cllr Holt, Cllr Hunt, Cllr Middleton, Cllr Packham, Cllr Ponsonby, Cllr A.Tonkin, Cllr Wilson and the Clerk. In attendance, Cllr Barclay.

FP09/17 APOLOGIES were received and accepted from Cllr M.Blatchford, Cllr Lees and Cllr Phillips.

FP10/17 DECLARATIONS OF INTERESTS
None.

FP11/17 MINUTES

The minutes of the meeting held on 25 January were approved as an accurate record and signed by the Chair.

FP12/17 TO CONSIDER A REQUEST FROM 2ND NAILSEA SCOUTS FOR FINANCIAL SUPPORT IN THE ACQUISITION OF THE FREEHOLD OF LAND ON HANNAH MORE ROAD

The Chair closed the meeting at 7.32pm. Richard Simmons introduced himself as the Chairman of 2nd Nailsea Scouts. He explained that the Scouts had built their headquarters on the site at Hannah More Road in 1974, with some members putting up their homes as security for the costs. The lease on the land ran coterminously with the agreement the Town Council had with North Somerset Council for the remainder of the Hannah More Park and the Engine Lane allotments, which ended in 2011.

North Somerset Council contacted the Scouts in 2009 with an offer of a 30-year lease from 2011, but it included a break clause after which the lease would be renewable on a one-year notice period. Given that the Scouts own the building, and security of tenure is key for the future, the trustees could not accept the lease terms on behalf of the future leaders of the 2nd Nailsea Scouts.

The Scouts asked to purchase the freehold on the land and were told that the price was £27,000 for the ½ acre site. They regarded this as unreasonable, and was also completely beyond their means. During discussions with North Somerset Council the Scouts made clear that the land-value of the site was irrelevant to them, and therefore if a developer wanted the site they would only consider relocating if a new site with a purpose-built HQ was provided. In other words, they require facilities not cash. Following this they were offered a 99-year lease at a cost of £6,000. Despite the length of the lease, Richard remained determined to secure the freehold, so that all uncertainty regarding the future tenure could be removed.

Following further negotiations, North Somerset Council offered the freehold at a cost of £10,000, which the Scouts accepted. The agreement includes an 80-year overage. Richard said the purchase of the freehold finishes the job started in 1974. In addition to the purchase cost, there are £4,100 of additional costs, including valuation fees and the legal costs for the Scouts as well as those of North Somerset Council.

Richard explained that the numbers of young people in the Scout Group, both boys and girls, varies from 100-150. The facilities are also used by the Rainbows, Guides and Brownies, as well as a dance group and a craft club. All funds raised for the acquisition would mean less available to spend on activities, and so the Scouts would be grateful for any contribution from the Town Council.

Cllr Frappell said the Scouts have never asked for much from the Council, and she congratulated them on the deal for the freehold. Cllr Blatchford said that the Scouts are a major provider of youth services. In response to a question about future financial requirements Richard said the next big expense in around 15-20 years would be repairs or replacement of the roof, and they are putting funds aside for this.

Cllr Ponsonby asked for confirmation that the Scouts are having to pay for North Somerset Council's legal costs. Richard confirmed that this was the case.

The Chair opened the meeting at 7.42.

It was proposed by Cllr Frappell and seconded by Cllr Hunt

RESOLVED to grant the 2nd Nailsea Scouts £5,100 towards the cost of acquiring the freehold on land at Hannah More Road, being £1,000 as a 10% contribution to the purchase cost and £4,100 for legal and other expenses.

The vote was unanimous.

Richard thanked the committee for the grant, and also thanked the Clerk and those councillors who had assisted in the lengthy process to get to this stage.

FP13/17 FINANCIAL MATTERS

a) Statement of Income and Expenditure as at 20 February 2017.

Noted.

b) Summary of Cash and Reserves.

Noted.

c) Payments made and income reviewed from 17 January – 20 February 2017.

Noted.

d) To consider reviewing the decision to take out a Public Works Loans Board facility for the purchase of 65 High Street following the exchange of contract with Barratt David Wilson for the sale of land at Engine Lane.

Cllr Packham explained that the Council had adequate reserves to purchase the property without needing a loan. Since the decision was made to apply for a loan the Council has exchanged contracts with Barratt David Wilson for the sale of land on Engine Lane, so it will get a capital receipt to build its reserves.

Cllr Middleton said he was concerned for a number of reasons about using reserves to purchase the building. There was no guarantee that the capital receipt from the Engine Lane sale would be received in the 2017-18 financial year, and therefore using existing funds to buy no 65 High Street would denude unrestricted reserves. Further, the Council has committed itself to further capital expenditure, such as a

controlled crossing on Queen's Road, the timing of which is as yet uncertain. Finally, the Council has established a principle that the purchase of capital assets should be paid for by residents over a period when the benefit of the asset is being utilised, rather than residents paying for the entire cost at one time.

Cllr Ponsonby agreed with Cllr Middleton and said that in her opinion settling the loan for the purchase of Gaulacre is a priority.

Cllr Tonkin expressed concern about any delay in getting the capital receipt from Engine Lane and the risk of not having enough in reserves for refurbishment of no 65 if existing funds were used for the purchase. Cllrs Frappell and Hunt concurred. Cllr Blatchford said that the country will be entering a period of inflation, making a low-interest loan over a long period more attractive, and retaining the reserves gives the Council more flexibility in making future spending decisions.

In response to a point made by Cllr Ponsonby regarding a discount on the purchase cost, Cllr Packham said that the purchase price is £325,000 for 65 High Street. As agreed with North Somerset Council, any 'discount' was conditional on the Town Council agreeing to the cost of lifting the covenant on Engine Lane, which triggered a total cost of £800,000 for both transactions, making the cost of lifting the covenant £475,000.

Members agreed to continue with the previous decision to apply to the Public Works Loans Board for the purchase cost of 65 High Street.

e) Consideration of the loan on Gaulacre.

Members agreed that as a principle it was appropriate to pay off the loan for the purchase when the asset is disposed of.

It was proposed by Cllr Ponsonby and seconded by Cllr Middleton

RESOLVED to pay off the Public Works Loans Board loan for the purchase of Gaulacre on completion of the land sale contract with Barratt David Wilson.

The vote was unanimous.

FP14/17 CONSIDERATION OF IMPROVED SECURITY MEASURES FOR THE TITHE BARN

The Clerk reported that the total cost for the replacement of the stolen lead was approx. £3,000, comprising about £1,000 for materials, and the remainder for the five and a half days of labour for two men. The insurance claim will be submitted soon.

Cllr Packham said he was concerned about motion-detected lights being triggered by animals and consequently disturbing neighbours. It was agreed that this was an important issue and needs to be addressed with the positioning and specification of the lights. Cllr Packham also questioned whether a further camera should be installed to provide coverage at the rear of the building, which was not relevant to the threat of further theft of lead, but would give some reassurance regarding overall security. The Clerk commented that the original design for the restored Barn included cameras at every external door, but other than the front door these had been removed from the specification on cost grounds.

It was proposed by Cllr Middleton and Cllr Wilson

RESOLVED to proceed to purchase security cameras and lights subject to further investigation to ensure that the cameras are the most up-to-date available.

The vote was unanimous.

F15/17 TO CONSIDER THE THREE-YEAR CONTRACT WITH ELLIS WHITTHAM FOR HUMAN RESOURCES AND HEALTH AND SAFETY SUPPORT WHICH EXPIRES IN JUNE 2017

The Clerk summarised the background to the 2014 contract with Ellis Whittam. The Council had been interested primarily in health and safety support but Ellis Whittam had attractively priced a combined deal and it was decided to go with it. He described the human resources support as disappointing, as the expected specialist knowledge of the local government sector had not materialised. Since the agreement with Ellis Whittam was entered into, the Council has also recruited Emma Herriott who is experienced and qualified in human resources management.

Until the last six months the feedback on the health and safety support would have been similar to human resources. However, the original consultant allocated to us has left and his replacement is much more proactive. The service provided by her is more akin to the internal financial auditors who provide an important role as a 'critical friend.' However, it is clear that the quality of the service is dependent on individuals, and there has been a significant degree of staff turnover.

It was proposed by Cllr Wilson and seconded by Cllr Middleton

RESOLVED to not renew the contract with Ellis Whittam for the provision of Human Resources support, and for the Clerk to investigate the provision of health and safety support on the basis of a maximum one-year contract.

The vote was unanimous.

FP16/17 ANY OTHER BUSINESS

Cllr Ponsonby said that unfortunately a proposition made by the Allotment working party had not been followed through to the Environment and Leisure Committee. This related to the intention to measure the allotment plots on both sites. The Clerk reported that as part of the work being undertaken to survey the Hannah More Park and Engine Lane Allotments boundary for the new lease, he had instructed the surveyor to map out the allotment plots. The lessons learnt from this would be applied to mapping the Whitesfield Road site, which is much bigger and more complex. The Clerk stressed that the decision to accurately map the plots is separate to any policy decision as to the charge for individual tenants.

The meeting closed at 8.20pm.

Chairman's signature: _____ Date: _____

NAILSEA TOWN COUNCIL
COMMUNITY ENGAGEMENT COMMITTEE

Minutes of the meeting of the Community Engagement Committee held on Wednesday 8 March 2017 at 7.30pm in the Tithe Barn, Church Lane, Nailsea.



PRESENT: Cllr Jameel in the Chair, Cllr Barclay, Cllr Bird, Cllr Frappell, Cllr Hunt, Cllr Lees, Cllr Packham, Cllr Petford, Cllr J Tonkin, Cllr Wilson and the Clerk.

CE13/17 APOLOGIES were received and accepted from Cllr Hamblin.

CE14/17 DECLARATIONS OF INTERESTS: None

CE15/17 MINUTES of the meeting held on 18 January were approved as a correct record and signed by the Chair.

CE16/17 FINANCIAL MATTERS

Noted.

CE17/17 TO CONSIDER AN UPDATE ON THE NAILSEATOWN.com PROJECT

Cllr Jameel reported that the working party had met at 6pm that evening. Squarebird had presented some ideas for a logo and branding, and it had been agreed that they should present these for consideration by the Town Council on 29 March. This would avoid losing time by the Community Engagement Committee considering the proposals at its next meeting and then making a recommendation to full Council.

Cllr Petford said that she had been impressed with the enthusiasm and hard work that Squarebird are demonstrating and she was confident they are the right firm to move this forward, especially as they are local people with a passion for the town. Cllr Bird said they have done a lot of background work in addition to the design proposals and have met with a number of local organisations in order to progress the project.

CE18/17 TO CONSIDER THE REPORT AND SUMMARY ON THE NOVEMBER 2016 PUBLIC CONSULTATION

Cllr Lees said the response rate was not as good as the consultation in 2008, which was disappointing. However, the number of responses by electronic and social media was positive. Cllr Petford said the major difference between the two surveys was asking people to request a hard copy rather than issuing one to every household. The Clerk commented that Avril Baker Consulting (ABC) considered the response rate of around 15% of households at the upper end of their expectations. Certainly, the response rate is statistically significant and the results could be used as a genuine indicator of residents' opinion on a wide range of issues. Cllr Wilson thought the survey showed that the Council is dealing with matters of most concern to residents, and that the hotspots and grotspots are all matters which the Council has discussed.

Cllr Jameel said that ABC had concluded from the responses that there is a very positive feeling towards the town.

Cllr Packham said that when the Five-Year Strategy was produced in 2016 it was agreed it should be reviewed in 2017 based on the outcome of the survey. Cllr Lees said the three major areas the Council had been seeking information on was the residents' views on housing, the community hub and leisure. Each of these needs to be considered by the relevant committee.

It was agreed that a meeting of the Chair of each committee should be set up to consider the actions arising from the survey in the context of the Five-Year Plan.

It was also agreed that the full report and summary should be put on the Council's website.

Members agreed that ABC should be thanked for the work they had done on the survey.

CE19/17 CONSIDERATION OF THE NAILSEA PLACE INITIATIVE

a) To consider the minutes of the Nailsea Place working party, 17 February 2017

The minutes were noted and Cllr Jameel confirmed the actions will be followed up at the working party meeting next week.

b) Update on the Nailsea Place workshop of 3 March 2017

Cllr Jameel said she had found the workshop very interesting and informative, and would act as a launchpad for Nailsea Place. Nailsea Place offers a great opportunity for education and signposting, and the workshop had generated much food for thought, which would be followed-up by the Nailsea Place working party.

Cllr Petford said she had found the morning sessions more useful than the afternoon. Cllr Hunt said that she found the afternoon valuable as it looked at different ways to communicate with vulnerable people. She said that the discussions on 'community' and 'health' had been very useful, and the next definition she would like to explore at a workshop is what does a 'healthy community' look like.

Cllr Frappell said the workshop was brilliant, and really made people think. Nailsea Place can certainly make a difference, but it is not going to answer all the problems of primary and social care.

The members who had attended agreed that the day had been a success. The Clerk confirmed that he had thanked the staff from Cardiff University for leading the day.

c) Update on the purchase of 65 High Street

The Clerk reported that he remained hopeful the transfer of ownership would be completed in the next few weeks. A survey of the outside of the building has been completed for Land Registry purposes, and although there was some uncertainty from the records as to the boundary of the site, comparison with the title deeds of adjacent ownerships appears to mean that clarifying this issue is quite straightforward.

The Clerk also said that he had met Karen Pike from Foreal and young people at the youth club on Monday. They are keen on the idea of relocating upstairs on a temporary basis while a long-term plan for the building is developed. Members thought this was a good move as it gives the youth club the opportunity to make the space 'their own' and frees up the ground floor to pursue other uses.

There are funds in reserves for youth services and Karen has been asked by the Clerk to suggest items to be purchased, to a budget sum of £2,000.

CE20/17 CONSIDERATION OF A PRESENTATION ON COMMUNITY ENGAGEMENT FOR LOCAL COUNCILS FROM THE AVON LOCAL COUNCILS' ASSOCIATION

The councillors who had attended the actual presentation said that the notes were a useful aide-memoire but accepted that for people who had not attended, the notes were not self-explanatory.

It was agreed that recording training, including the 3 March Workshop is important in itself, but also with regard to fulfilling the Quality Council criteria.

CE21/17 TO CONSIDER A PROPOSAL BY THE LIONS CLUB OF NAILSEA

Members expressed their appreciation of the offer by the Lions Club. Cllr Barclay suggested that the proposal for a path and seating at the land being acquired from Churchill Retirement Living could be suggested to them.

It was agreed that the Clerk should approach the Lions Club with this suggestion.

CE22/17 TO CONSIDER THE PROVISION OF A YOUTH SHELTER AT MILLENNIUM PARK

Cllr Jameel suggested that considering how many times this matter had been discussed, the Town Council could facilitate a meeting between all interested parties. The Clerk said he had spoken recently to Sergeant Raby and discussions have also taken place with youth workers.

Cllr Packham expressed some concern regarding the design and robustness of the proposed shelter. Cllr Lees said that although he agrees with the principle of having a shelter the Council should assume that it will get damaged and asked who would be responsible for repairs.

Cllrs Hunt, Jameel, Petford and J.Tonkin said they wanted to attend any meeting set up to consider the specification and location of the shelter. In response to Cllr Lees' concern that the Council should be cautious about being involved beyond providing financial support, Cllr Jameel said that a meeting would help ascertain the Council's position.

CE23/17 CCTV

a) To consider the CCTV Log Book for December 2016

Noted. Cllr Packham asked whether the CCTV working party would be meeting. The Clerk reiterated comments he had made at a previous meeting, namely that although this is an important subject, there have been two reviews in recent years, which highlighted that a detailed analysis requires a large amount of work, and at this time there are more pressing priorities.

CE24/17 ANY OTHER BUSINESS

None.

The meeting closed at 8.24pm.

Chairman's signature: _____ Date: _____

Tel No:
Email:



13 Scotch Horn Way
Nailsea
Bristol
BS48 1TE

20 March 2017

Observations on proposed developments within Nailsea

Dear Nailsea Council.

Having read various articles in the local press over the last few weeks it seems that North Somerset Council are exploring ideas for the development of our town including the possibility of moving the library, using some of the vacant town premises for residential accommodation and for the development of Scotch Horn to become a "hub" for other services.

In the North Somerset Times of 15 March 2017 it also states that a survey showed there was a desire for a swimming pool and a multi-use sports facility and the preferred site suggested is the Scotch Horn complex.

I appreciate that after checking this with North Somerset Council these are at the moment suggestions however suggestions often lead to plans and plans lead to development and I would like you to please consider the following when you are asked for your contributions to discussion about developments in Nailsea.

- First of all I think the conversion of redundant offices being replaced with residential accommodation is excellent. It brings new life to the town and provides easy access to the good facilities we have here without the need to travel by car. I do hope the old doctors' surgery near the library will be sympathetically developed as this is one of the sites close to the town centre that currently looks neglected.
- The suggestion that the library could be moved appears to me to be ill conceived. Our residents can use the library whilst in the town centre doing their business and shopping and this is one of the aspects of our town that helps to keep Nailsea busy and successful. The farmers market already makes a significant contribution to this positive feel to the place and I do hope that the library will remain in its current central location.
- The matter of the Scotch Horn is of direct concern to me as I live just behind the day centre and the sports hall. To suggest that the services here could be expanded needs some very careful thought as the matter of siting new facilities and the provision of further car parking could be very detrimental not only to the surrounding residents but to all those other residents and visitors who currently enjoy the pleasure of the Millennium Park. I'm sure you know that on fine days there are many people who use this valuable green space where there is the added and complementary provision of the skate park and the children's playground not to mention those who take regular exercise here, football games and just enjoy a stroll in the park. An excellent well-used facility for all ages.

Any extension to the current building would almost certainly have to reduce the amount of recreation space available robbing the town of yet more green areas.

The current car park is normally full to capacity throughout the week and weekends, as people use the sports facilities, attend classes/meetings, as well as the social provision within the large hall on Saturday evenings.

If other services and facilities were to be built it is almost certain that the present car park would not be sufficient to meet the demand of extra users and to consider building an extension car park would reduce the green facilities even further and may very well impact on local residents – depending on where the additional car park may be sited.

I am very proud of my adopted town and pleased that we have elected representatives who generally listen to resident's interest and concerns and, whilst being unable to please everyone, there does seem to be a respect for genuine concerns and an interest in managing developments in a sympathetic manner that adds to the town appeal rather than the opposite.

Thank you for all the work you do on behalf of all residents in trying to make Nailsea such an attractive, positive and really good place to work and live.

I do hope that you will consider my observations and I will write to the planning authority, North Somerset Council, whenever definite plans are presented and the statutory consultation period begins.

Yours sincerely



NAILSEA TOWN COUNCIL
12 April 2017

CLERK'S REPORT
Agenda Item



12. Consideration of request from the President of the Rotary Club of Nailsea and Backwell

The following letter has been received from Chris Broughton,

"As President of Nailsea and Backwell Rotary Club, I would like to make a request to the council.

A few years ago, one of our members, David Whittlestone, was the instigator of the Nailsea Walk and Round, which, according to our feedback has been a great success for the disabled, mothers with children etc. He was also on the committee for the Leg Club.

Unfortunatley, he is no longer with us and since he died, a suggestion is that, in his honour, the walk could be renamed as - The Whittlestone Walk.

I hope this can be brought before the council."

13. To consider issues at the Heath Road and Stockway North Underpasses

The underpasses are a regular source of complaints from residents regarding anti-social behaviour. The Stockway North underpass has a tendency to flood during heavy rainfall and the Heath Road underpass has been the subject of repeated concerns involving the Community Support team. There have been discussions over a number of years about the benefits and problems associated with these areas, and the Council is being asked to consider its policy towards them.

18. Invitations to Attend

- a) Nailsea Musicals (Junior Section), 27 April
- b) Nailsea Choral Society, 20 May and 11 November
- c) Nailsea Little Theatre, 22 May

Ian Morrell, Town Clerk
5 April 2017