

PORTLAND TOWN COUNCIL

Council Offices
52 Easton Street
Portland
Dorset
DT5 1BT
E-mail:- office@portlandtowncouncil.gov.uk
Tel: 01305 821638

30th November 2017

To: All Members of the Partnership

MARINE, ENVIRONMENT & TOURISM PARTNERSHIP

Dear Member

You are hereby summoned to attend a **MEETING** of the **MARINE, ENVIRONMENT & TOURISM PARTNERSHIP**, to be held in **PETER TRIM HALL, ST. GEORGE'S CENTRE, REFORNE** on **WEDNESDAY, 6TH DECEMBER 2017**, commencing at 7.00 pm when the business set out below will be transacted.

It is the Council's intention that all meetings of the Council and its Committees be recorded aurally.

Yours sincerely

Ian Looker
Town Clerk

AGENDA

1. **Chairman's Welcome**
2. **Apologies for Absence**
3. **Declarations of Interest** – to receive any declarations from Councillors or Officers of pecuniary or non-pecuniary interests regarding matters to be considered at this meeting, together with a statement on the nature of those interests
4. **Minutes of the Meeting Held on 6th September 2017** – to approve and sign (see attached)
5. **Minute Update and Matters Arising** (see attached)
6. **Public Participation** – to allow questions or comments from the public on any item on the agenda
7. **Portland Economic Vision** – to receive an update from Raina Summerson, CEO of Agincare and Chairman of the Economic Vision Board, and discuss
8. **Neighbourhood Plan** – to receive a report from Mr Matthews
9. **Jurassic Coast Highway** – to receive a report from Cllr. Flack
10. **[Withdrawn]**
11. **Public Rights of Way** – to receive an update from Cllr. Draper and Mr Matthews on the County review of the Island
12. **Brown-Tailed Tussock Moths** – to receive a report from Cllr. Wild
13. **Portland Resilience Plan** – to receive the Plan and associated report of the Clerk (attached) and consider

- 14. Standard Agenda Items** (by exception)
- (a) Disused Quarries (Portland Town Plan 2B)
 - (b) Litter and Fly-Tipped Material (PTP 2C)
 - (c) Run-Down Areas (PTP 2I)
 - (d) Open Spaces, Hedgerows, Footpaths and Dry-Stone Walls (PTP 2E, 2F)
 - (e) Cycle Paths

15. Date of Next Meeting

The next meeting of the Marine, Environment & Tourism Partnership will be held on Wednesday, 28th February 2018, starting at 7.00 pm, the venue yet to be decided.

MEMBERSHIP:-

Cllr. Sue Lees (Chair)	Portland Town Council
Cllr. Lucy Grieve (Deputy Chair)	Portland Town Council
All Town Councillors	Portland Town Council
Simon King	Economic Regeneration, Weymouth & Portland Borough Council
Derek Luckhurst	Agincare
Jen Reeves-Grey (?)	CRAB / Agincare
Cllr. Sue Lees	Chesil Equestrian Centre
Jane White	Crown Estate
Tara Hansford	Dorset Local Access Forum
Jess Tilley	Dorset Wildlife Trust
Alison Smith	Jurassica
Victoria Webbon	Land Trust
Geoff Peters	National Coastwatch Institution
Ruth Carpenter	Natural England
Andy Matthews	Portland Community Partnership
Sandie Wilson / Frank Cox	Portland Port Ltd
Hannah Sofaer / Paul Crabtree	Portland Sculpture and Quarry Trust
Cllr. Rod Wild	Portland Seafarers Support and Association for Portland Archaeology
Rowena Riley	The Churches Conservation Trust
Paul Glover	The History Society
Peter Allam	Weymouth & Portland National Sailing Academy
Mike Deadman	Weymouth and Portland Tourism Board
Peter Staddon	Working for a Better Portland

Requests for agenda items are welcome from all members of the Partnership. They should be sent to the Clerk no less than two weeks before the date of the meeting.

PORTLAND TOWN COUNCIL

MARINE, ENVIRONMENT & TOURISM PARTNERSHIP MEETING HELD AT EASTON METHODIST CHURCH HALL, EASTON ON WEDNESDAY, 6TH SEPTEMBER 2017

PRESENT: Councillors Sue Lees (Chairman), Jo Atwell, Jim Draper, Charlie Flack, Lucy Grieve and Rod Wild, together with Jane White (Court Leet and Crown Estate), Andy Matthews (Portland Community Partnership), Hannah Sofaer (Portland Sculpture & Quarry Trust) (from 7.10 pm), Peter Allam (Weymouth & Portland National Sailing Academy) and Mike Deadman (Weymouth & Portland Tourist Board)

IN ATTENDANCE: Ian Looker (Town Clerk) and one member of the public

1194 – CHAIRMAN’S WELCOME

Cllr. Lees welcomed all to the Partnership meeting and gave fire safety directions.

1195 – APOLOGIES FOR ABSENCE

Apologies were received from Cllrs. Susan Cocking, Chris Gover, Ray Nowak, Sandra Reynolds, David Thurston and Sandy West together with Cllrs. Katharine Garcia (Dorset County Council) and Penny McCartney (Weymouth & Portland Borough Council), Derek Luckhurst (Agincare), Tara Hansford (Dorset Local Access Forum), Geoff Peters (National Coastwatch Institution) and Ruth Carpenter (Natural England)

1196 – DECLARATIONS OF INTEREST

Cllr. Lees declared a pecuniary interest in the Chesil Equestrian Centre and Mr Matthews non-pecuniary interests in Weymouth College and the MEMO project.

1197 – MINUTES OF THE MEETING HELD ON 7TH JUNE 2017

The minutes were formally agreed and signed as a correct record.

1198 – MINUTE UPDATE AND MATTERS ARISING

a) Minute 1189 – Japanese Knotweed

The Clerk reported that the Council had set up a working group to advise on further action. It comprises Cllrs. Atwell, Flack and Nowak.

b) Minute 1191(c) – Run Down Areas

The Clerk will pursue his enquiries about 11 High Street.

1199 – PUBLIC PARTICIPATION

There were no comments or questions.

1200 – NEIGHBOURHOOD PLAN

Mr Matthews reported that the responses to the consultation on the Heritage and Character Study had been posted on the Plan website along with the comments of the Planning Officer. The intention was to incorporate those details in the Plan at the next Planning Committee meeting.

The green space review was being carried out at the moment as part of both the Neighbourhood and Local Plans.

Members discussed the recently-formed Portland Land Trust. Mr Matthews explained how the Trust is intended to operate. For example a land trust could build housing on a site, where a developer may consider it insufficiently profitable to proceed.

Returning to the subject of the Neighbourhood Plan Mr Matthews thought it could well be completed by December, when it would then be subject to statutory review by the Borough Council. May 2018 remained a possibility for the referendum date.

1201 – WESTERN DORSET GROWTH CORRIDOR

Mr Matthews said officer support was being provided for Dorchester and Weymouth in pursuance of the project, but Portland was rather being left to fend for itself. Discussion centred on the tourist implications for the Island. Mr Matthews referred members to the action plan within the Neighbourhood Plan's economic review.

1202 – PUBLIC FOOTPATHS

The Clerk spoke on behalf of Cllr. Garcia, who was unable to attend the meeting. She had spoken to the rights of way officer about the two footpaths of immediate concern. Footpath 35 in the Weston Street is officially closed, but there is a way through close by. The other footpath by Blacknor Fort had received criticism for being too narrow to negotiate. The rights of way officer had undertaken to clear the encroaching vegetation in the near future.

1203 – PUBLIC RIGHTS OF WAY

The County officer's report was presented. The suitability of the Incline for both bicyclists and other users was discussed.

The County map of the Island paths needed to be drawn up a second time. It was agreed that Cllr. Lees should arrange a meeting with her to consider a path in the vicinity of the Port.

1204 – MARINE DREDGING POLICY

Cllr. Wild reported that he had received a complaint that some illegal dredging might have been carried out. Permission for dredging needed to be obtained from the environmental authorities, but it seemed in this case permission had been granted.

1205 – TOURIST MAPS

Mike Deadman reported on the wider issues of local tourism, which included the opening of the Memory Stones and Crabbers Wharf. Advertising on local buses had been increased, drawing attention to various Island attractions.

RECOMMENDED – that the Council provide a grant of £1,000 for the purchase of 20,000 more tourist maps.

1206 – BROWN-TAILED TUSSOCK MOTHS

Cllr. Wild commented on the proliferation of these moths on the beach road and other locations throughout the Island. November would be the best time to deal with their

nests, so he was advocating an article in the Free Portland News with advice on how people could deal with them.

Mention was made that the County might regard the moths as a protected species, which Cllr. Flack would check.

1207 – MEMO PROJECT

Mr Matthews advised of recent developments.

1208 – STANDARD AGENDA ITEMS (by exception)

a) Disused Quarries

Hannah Sofaer reported the projected amphitheatre was going to planning application.

b) Litter and Fly-Tipped Material

Cllr. Lees ventured the thought that this had reduced recently. Cllr. Flack commented that the main problem seemed to occur around Bank Holidays when the Waste Partnership were apparently not emptying the litter bins. The Clerk was asked to write to them.

Cllr. Wild reported that thirty bags of rubbish had been removed from the St. Peter’s Church site. Comment was made on the unwillingness of the Borough to take action there and in similar instances.

d) Open Spaces

It was reported that Stone Firms had cut the hedges on the western side of Easton Lane, the Borough similarly on the eastern side for Dorset Waste Partnership. Favourable comments were made about other hedged areas on the Island.

Cllr. Lees noted a stone wall had been flattened on Weston Street by workmen and there were safety issues involving work to water pipes in Watery Lane.

1209 – DATE OF NEXT MEETING

The next meeting will take place at Peter Trim Hall, St. George’s Centre, Reforne on Wednesday, 6th December 2017, starting at 7.00 pm.

The meeting ended at 8.45 pm.

Signed (Chair) Date

MINUTE UPDATE

Minute 1198(a) – Japanese Knotweed

The Working Group has not yet had the opportunity to meet.

Minute 1198(b) – 11 High Street

A letter was sent to the Borough on 18th October and a reply has been received. The Borough is taking action, but I am not at liberty yet to say what the action is.

Minute 1205 – Tourist Maps

Council approved the grant and has purchased a new consignment of maps.

Minute 1208 – Emptying of Litter Bins

A letter was sent to Dorset Waste Partnership on 22nd November, but they have not replied yet.

PORTLAND RESILIENCE PLAN

The Town Council was asked by the County Council's Emergency Planning Unit several years ago to draw up a resilience plan for the Island. It was the first resilience plan to be produced for a particular community in Dorset and may still be the only one of its kind. This follows from Portland's geographical situation as (almost) an island and therefore much more likely to become isolated in the event of an emergency.

The Resilience Plan follows a template provided by the County and is intended to be applicable in all emergency situations, granted that one may occur from entirely unexpected circumstances with its own special difficulties for the Island population. In a particular emergency contact might well remain possible by air or sea, but to a great extent the Island would have to be self-supporting.

The Plan suggests possible causes of an emergency, assesses the provision of skills and resources available, and provides details of a network of communication and command, together with an outline plan of action.

It was last updated two years ago, the gap being due to a lack of staff resources. The appointment of a new Assistant Clerk will provide once more an officer with specific responsibility for the continuing maintenance and reassessment of the Plan.

Portland Community Emergency Plan

Plan last updated on: 3rd November 2015

Plan collated by: Portland Town Council

If you are in immediate danger call 999

Redacted Copy

Plan distribution list

Name	Role	Phone number/email address	Issued on
Ian Looker	Portland Town Council Town Clerk	01305 821638 office@portlandtowncouncil.gov.uk	16/11/15 On shared docs.
Catherine Bennett	Portland Town Council, Asst. Town Clerk	01305 821638 office@portlandtowncouncil.gov.uk	As above
	WPBC Emergency Planning		Emailed 16/11/15
	Island Community Action	01305 823789 islandcommunityaction@btconnect.com	Emailed 16/11/15
Cllr Rod Wild	Town Mayor of Portland		16/11/15 Hard copy
	Portland Community Partnership		Emailed 16/11/15
Emergency Refuge Centres	Various Contacts	See pages 7 and 8 Redacted Copy	
Tophill Library	Public Viewers	Redacted Copy	Delivered 17/11/15
	DCC Emergency Planning		Emailed 16/11/15
	Deputy Emergency Officer DCC	Call Sign M6NSO	
	Principal Trading Standards Offices Animal Health Incidents		Emailed 16/11/15
	Environment Agency Coastal Flooding		Emailed 16/11/15

Plan amendment list

Date of amendment	Date for next revision	Details of changes made	Changed by
1 st October 2013	May 2014	Names and contact details	P Hamblin
3 rd November 2015	June 2016	Adding/checking names and contact details. Also updates to risks.	C Bennett

Contents

Local risk assessment	5
Local skills and resources assessment	6
Key locations identified with emergency services for use as places of safety	7
Emergency contact list	9
Identifying vulnerable people.....	10
First steps in an emergency	11
Community Emergency Group first meeting agenda.....	12
Actions agreed with emergency responders in the event of an evacuation.....	13
Any other information.....	13

Local risk assessment

Risks	Impact on community	What can the Community Emergency Group do to prepare?
Main road (causeway) to island becoming cut off.	<ul style="list-style-type: none"> • Shortage of supplies • Emergency services being cut off 	<p>Awareness of local supermarkets.</p> <p>Awareness of doctors' surgeries and out of hours medical centre: Immediate Care Centre, Portland Community Hospital.</p> <p>Search & Rescue Helicopter.</p>
Gas or fuel leak from Portland Port area.	Evacuation of local area	Communal rest/safe areas for evacuation: community halls, church halls, etc.
Marine disasters – oil spillage from tankers	Oil spill, oil washed up on beaches	Community volunteers RSBP, Weymouth
Marine disasters – shipwreck and rescue	Crew and passengers	Safe places for rescued to shelter, police and border agency informed.
Discovery of explosive devices	Evacuation	Safe places and shelter until area made safe.
Disease outbreak on farmland	Isolation of area	Adhere to isolation rulings. Raise awareness. E.g.: Fancy's Farm – temporary water supply would be needed. In the event of an outbreak of animal related disease, vehicle disinfection point to be established by Chesil Beach Centre.
Nuclear Accidents – Visiting submarines	Evacuation Medical Treatment	http://www.Portland-port.co.uk/security (go to Annex A)

Local skills and resources assessment

Skill/Resource (number for map ref)	Who?	Contact details	Location	When might be unavailable?
St John Ambulance Centre (1) Blankets, First Aid supplies, shelter			Easton Street	Ring the Centre
Island Community Action (2) 8 seater disabled minibus, 60 volunteers listed for various tasks		01305 823789	Easton Square	Ring various times for various volunteers
Brackenbury School hall (3) Toilets and kitchens			Fortuneswell	Ring
Supermarkets (4) Water & food supplies	Tesco Co-op Co-op Co-op		Easton Weston Easton Fortuneswell	7am-11pm 7am-10pm 7am-10pm 7am-10pm
St John's Church Hall (5) St Andrew's Church Hall Disabled access and toilets Lots of candles!			Fortuneswell Southwell	Anytime

Pennsylvania Castle (6) 2 large rooms, minibus and small plant. Lots of space in garden			Wakeham	Anytime
Fancy's Farm (13) Amateur radio equipment			The Old Radio Station	Anytime
Environment Agency			Blandford Local Flood Wardens - Chiswell	Anytime
Chesil Equestrian			Weston and Southwell	Anytime

Key locations identified with emergency services for use as places of safety

Building	Location	Potential use in an emergency	Contact details of key holder
St John Ambulance Hall (1)	Easton Lane	Rest Centre/safe place, blankets, first aid supplies, toilets, kitchen	
Brackenbury School Hall (3)	Fortuneswell	Rest Centre, toilets, kitchens	
Southwell School Hall (7)	Sweethill Lane Southwell	Rest Centre, toilets	
The Verne Learning Centre and the Jailhouse Café (8)	Verne Citadel, HMP The Verne	Rest Centre, toilets, kitchens	
St Johns Church Hall (5)	Fortuneswell	Rest Centre	
Portland Town Council Offices (9)	Fortuneswell	Rest Centre, small kitchen, 2 toilets	01305 821638
St Andrews Church Hall (5)	Avalanche Rd Southwell	Rest Centre	
Easton Methodist Hall & Salvation Army (10)	Easton Square	Rest Centre, toilets, kitchen	
Community 2000 Hall (11)	Straits, Easton	Rest Centre, toilets, kitchen	

Emergency contact list

Name: Cllr. Rod Wild – Mayor of Portland
Tel:
Email
Address:
Name: Cllr. Sandy West – Deputy Mayor
Tel:
Email:
Address:
Name:
Tel:
Email: islandcommunityaction@btconnect.com
Address: Island Community Action, Easton
Name:
Tel:
Email:
Address: Portland Community Partnership
If in doubt, dial 999 for Fire, Ambulance, Police and Coastguard

List of community organisations that may be helpful in identifying vulnerable people or communities in an emergency

Organisation	Name and role of contact	Phone number
Island Community Action		
St John Ambulance		
Police Community Support	Chrissie Plumley	Dial 101 Ask for Portland Community Support
Portland Community Hospital & Minor Injuries	Reception	01305 860111
Royal Manor Healthcare Centre	Reception	01305 820422

First steps in an emergency

[Use this space to add the steps to be followed in when the plan is activated]

	Instructions	Tick
1	Call 999 (unless already alerted)	
2	Ensure you are in no immediate danger	
3	Contact the Community Emergency Group and meet to discuss the situation	
4	If necessary assist in arranging evacuation from the area to listed safe places of shelter	
5	Remain in contact with police liaison officer regarding the situation, keep evacuees informed wherever possible	
6	Act as a communication point in relaying information between groups	
7		
8		
9		
10		

Community Emergency Group first meeting agenda

Date:

Time:

Location:

Attendees:

1. What is the current situation?

Location of the emergency. Is it near:

- A school?
- A vulnerable area?
- A main access route?
- Type of emergency:
- Is there a threat to life?
- Has electricity, gas or water been affected?

Are there any vulnerable people involved?

- Elderly
- Families with children

What resources do we need?

- Food?
- Off-road vehicles?
- Blankets?
- Shelter?

2. Establishing contact with the emergency services

3. How can we support the emergency services?

4. What actions can safely be taken?

5. Who is going to take the lead for the agreed actions?

6. Any other issues?

Actions agreed with emergency responders in the event of an evacuation

1. Help police/local authority with door knocking
2. Tell emergency services who might need extra help to leave their home
3. Maintain contact with emergency services liaison officers and affected groups or individuals

Any other information

Culverwell Mesolithic Site

The site is covered with a hut. However, in the event of a fire, the unique archaeological site beneath the hut needs protection from water damage.

DEFRA Help Line 03459 335577 (Monday – Friday 8 – 6)