

PORTLAND TOWN COUNCIL

TOWN COUNCIL MEETING HELD ON WEDNESDAY 17TH APRIL 2013

PRESENT: Councillors Mrs S. Bradley (Chair), L. Ames, Mrs R. Barton, Mrs J. Collinge, R. Hughes, Miss A. Munro, T. Munro, R. Nowak, Mrs S. West and R. Wild.

IN ATTENDANCE: Ian Looker (Town Clerk), Rev. T. Gomm (Mayor's Chaplain), and one member of the public.

2356 – PRAYERS

The Mayor's Chaplain led the meeting in prayer.

2357 – APOLOGIES FOR ABSENCE

Apologies were received from Cllrs. Mrs E. Munro-Price and I. Munro-Price.

2358 – DECLARATIONS OF INTEREST

There were none.

2359 – OPEN FORUM

a) Police Question Time

No representative of the Police was present.

Cllr. Collinge reported fly-tipping on Synergy land at Vindelis Court and young children playing among the rubbish.

Cllr. Tim Munro said he had met the Police and Crime Commissioner, who had expressed a wish to address the Council. It was agreed to invite him to attend one of its meetings.

b) Public Half-Hour

Mr Matthews requested permission to speak on Agenda Items 10 – Co-opted Members and 11 – Neighbourhood Plan Working Group. This was granted by the Chair.

Rev. Mr Gomm raised the matter of children playing on land at the back of St. John's Church near Ventnor Road and leaving rubbish there as a result. Cllr. Barton suggested he contact the Young Offenders Institute for help in removing it.

2360 – MINUTES OF THE TOWN COUNCIL MEETINGS HELD ON 20TH MARCH 2013

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

2361 – MINUTE UPDATE AND MATTERS ARISING FROM THE MINUTES

a) Minute 2337(b) – Special Town Council Meeting, 27th February 2013

The Clerk reported that he had drafted an addition to minute 2330, para 5 to read "... she had given. The Clerk had apologised to the Mayor and, later, the Deputy Mayor

for reversing these two actions.” This draft had been sent to the Mayor, Deputy Mayor and Cllr. Elspie Munro-Price and no adverse comment had been received. It was agreed to incorporate this addition in the minutes.

b) Minute 2342 – Presentation on the Portland Bill Visitor Centre

Cllr. Tim Munro queried the use of the phrase “more electronic means” in the minute. The Clerk replied that he thought it reasonable to convey the meaning intended.

c) Minute 2351 – Parlour Armchairs

Cllr. Wild remarked that he had not realised the work done to an armchair had been carried out by Cllr. Hughes free of charge. He proposed a vote of thanks to Cllr. Hughes for this, which was **RESOLVED**.

2362 – TOWN MAYOR’S ANNOUNCEMENTS

a) Portland Fair

Cllr. Bradley reported there were areas of damage to the Jubilee Pillars field after the recent Spring Fair, which the operators had agreed to rectify.

Cllr. Tim Munro said there was serious damage to the path close to the main road which might present a health and safety problem. The Clerk agreed to investigate this.

b) Resignations

The Mayor gave notice that Cllrs. Collinge and West have both submitted letters of resignation, both to take effect from after Mayor-Making on 15th May.

c) Portland Bill Visitor Centre

A report was given on a meeting earlier in the day with Mr Chris Jowett, representing the Crown Estate.

It was agreed that the Council should write to Mr Jowett expressing its interest in taking over responsibility for the Visitor Centre and also that the Visitor Centre Sub-Committee should meet again on Monday, 20th May 2013, starting at 7.00 pm.

2363 – WRITTEN QUESTIONS FOR THE MAYOR

There were none.

2364 – FINANCIAL MATTERS

a) Payments for Authorisation

RESOLVED – that the schedule of invoices (cheque refs. 2856 – 2867) in the sum of £2,433.56 including VAT be authorised for payment.

b) 2012/13 Financial Report to 31st March 2013

RESOLVED – that the report be accepted.

2365 – CO-OPTED MEMBERS

Cllr. Tim Munro opened the debate by saying that all co-opted members of the council should sign up to its Code of Conduct.

After some debate Cllr. Munro proposed that all the Council's co-opted members should be invited to sign its Code of Conduct and until they do so they should not sit as members of any Council group. The voting was 5 – 5 and on the casting vote of the Mayor the motion was **LOST**.

2366 – NEIGHBOURHOOD PLAN WORKING GROUP

a) Designation of Group

The Clerk spoke to his written report, arguing that the term “Working Group” was inappropriate according to the Council's usage to describe a group that holds all its meetings in public, when perhaps “Partnership” might be more suitable.

It was proposed by Cllr. Collinge and **RESOLVED** – that the designation remain unchanged as Neighbourhood Plan Working Group.

b) Terms of Reference

Cllr. Tim Munro proposed and it was **RESOLVED** – that a Working Group be set up to frame terms of reference for the Neighbourhood Plan process, to be brought to the Council before the end of June. It was further agreed that the members of the Group should comprise Cllrs. Hughes, Amanda Munro, Tim Munro and Nowak.

2367 – GYPSY AND TRAVELLER NEEDS ASSESSMENT, 2013

Cllr. Tim Munro advised members that he had been involved in these matters when he had served as a Councillor at the Borough.

The members worked through the list of questions providing a set of agreed responses to be conveyed to all the principal authorities in Dorset.

2368 – ISLAND LENGTHSMAN / HANDYMAN

Cllr. Tim Munro criticised the choice of heading for the item when the Working Group had decided to adopt a new title for the job description. The Clerk said it was “difficult to hit a moving target.” He was mindful of the change for future use but had wanted to maintain continuity with previous debates on the subject.

Cllr. Barton reported on the recent meeting of the Working Group. The suggested job title had been changed to “Island Caretaker” as “Lengthsman” denoted working by the highway, whereas the Working Group intended a wider remit.

It was proposed by Cllr. Barton and **RESOLVED** – that the job title of Island Caretaker be adopted.

It was proposed by Cllr. Nowak and **RESOLVED** – that the full report be accepted.

The Clerk asked whether the job(s) would be subject to the NJC Conditions of Pay and Service. Cllr. Tim Munro said the Council was not obliged to use them. The Clerk thought the use of the Conditions served the Council's best interests and indicated he would investigate this. He also requested the Working Group to consider at its next meeting on what days the two post-holders should work.

2369 – INVITATIONS TO CIVIC EVENTS

It was proposed by Cllr. Barton that such invitations be sent by e-mail rather than post. She accepted an amendment from Cllr. Tim Munro to add, “and that invitation lists be updated.”

RESOLVED – that invitations to civic events be sent by e-mail rather than by post and invitations lists be updated.

2370 – REPORTS FROM BOROUGH AND COUNTY COUNCILLORS

Nothing of significance was reported.

2371 – REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES AND VOLUNTARY POSTS

There were no reports.

2372 – FORWARD PLAN

No further items were suggested.

2373 – DATE OF NEXT MEETING

The next scheduled meetings of the Town Council are due to take place on Wednesday, 15th May 2013, (Mayor-Making) at the Masonic Hall and Wednesday, 22nd May 2013 starting at 7.00 pm.

The meeting ended at 9.00 pm.

Signed..... Dated.....
(Chair)