

PORTLAND TOWN COUNCIL

Council Offices
Portland Community Venue
Fortuneswell
Portland
DT5 1JN

E-mail: - office@portlandtowncouncil.gov.uk

Tel: 01305 821638

9th January 2020

Dear Councillor

You are hereby summoned to attend a **FULL COUNCIL MEETING** of **PORTLAND TOWN COUNCIL**, to be held in the **PORTLAND COMMUNITY VENUE** on **WEDNESDAY, 15th JANUARY 2020**, commencing at **7.00 pm** when the business set out below will be transacted.

Please inform the Clerk if you are unable to attend.

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

Yours faithfully

Karon McFarlane
Town Clerk

Agenda

1. Chairman's Welcome

2. Prayers

To be taken by the Mayor's Chaplain – Mrs Paula Brown

3. Presentation by Portland for the Planet – Laura Baldwin

4. Apologies for Absence

To approve apologies of absence.

5. Declarations of Interest

To receive any declarations from Councillors or Officers of personal or prejudicial interests regarding matters to be considered at this meeting, together with a statement on the nature of those interests.

6. To Approve the Minutes of the Meeting Held on 13th November 2019

To approve the minutes of the meeting held on 13th November 2019 as a true and accurate record of the meeting – Copy attached.

7. Minute Update and Matters Arising from the Minutes

To receive any updates or matters arising from the minutes of the Full Council Meeting of 13th November 2019.

8. Democratic Public Half Hour Open Forum

To receive questions from Members of the Public.

9. Chairman's Update

To receive updates from the Chairman.

10. Town Mayor's Announcements

To receive announcements from the Mayor.

11. Receive Written Reports from Dorset Councillors

For the Chairman to advise the Councillors of any written reports received from Dorset Councillors.

12. Financial Matters

- a. To receive a request for the authorisation of payments to 15th January 2020 – See **Annex A** to this Agenda (to follow)
 - i. Pre-approval for the purchase of five memorial benches – See **Annex B** to this Agenda – Cllr B Parkes.
- b. Ratification of 3rd Quarter Update of Finance – for the period 1st October 2019 to 31st December 2019 – Cllr Draper - See **Annex C** to this Agenda
- c. Approval of Draft Budget and Precept for 2020/2021 – See **Annex D** to this Agenda – Cllr J Draper.
- d. Formal Approval to award 4 Year Contract for Grass Cutting as endorsed by Policy and Resource Committee – information issued previously.
- e. Formal Approval to award 4 Year Contract for Waste Management as endorsed by Policy and Resource Committee – information issued previously.

- f. Formal Approval to award a Contract for replacement of West Cliff Play Park as endorsed by Policy and Resource Committee – information issued previously.
 - g. Update on Grants awarded in 2018/2019
 - h. Approval of Grants to be awarded for 2019/2020 – See **Annex E** to this Agenda (To follow).
 - i. Approval to award Contract for re-design of PTC Website – Cllr Roper - See **Annex F** to this Agenda.
- 13. Royal Garden Party** – May 2020 – To approve the nomination for Cllr Cocking to attend – Cllr Flack – See **Annex G** to this Agenda.
 - 14. Twinning with Holzwickede** – Cllr Cocking – See **Annex H** to this Agenda.
 - 15. PTC Adoption of Gender-Neutral Terminology** – Cllr Harpley See **Annex I** to this Agenda.
 - 16. The Giant Wall** - To explore the potential to re-site this piece of artwork to Portland Community Venue – Cllr Saunders See **Annex J** to this Agenda.
 - 17. Portland Youth Council** – Update from Cllr Cocking
 - 18. Hedge Planting – Royal Manor Playing Field** – Update from Cllr Roper
 - 19. Church Ope Theatre Pocket Park** – Update from Cllr Kimber
 - 20. Exclusion of Press & Public (discretionary)**

“That pursuant to the provisions of Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for Agenda Item(s) *** by reason of the confidential nature of the business to be transacted.”

There is no exempt business for this meeting
 - 21. Date of Next Meeting**

The Committee’s next meeting is scheduled to take place on Wednesday 12th February 2020, at Portland Community Venue, Three Yards Close, Portland at 7.00 pm.

To: All Councillors

Purchase of Memorial Benches

1. As part of Local Government Reorganisation, Portland Town Council agreed to take over management and maintenance of memorial benches from Weymouth and Portland Borough Council.

The path, as much with LGR, was not as easy as first thought. Officers and members have undertaken numerous inspections of the sites and crossed checked actual benches on the ground against the information provided by WPBC.

Landowners consent has also been sought, and given, to site new or replacement benches.

2. During this time, a waiting list had begun. It is felt that Portland Town Council is now able to provide this service to the residents of the Island.

3. The purpose of this paper to ratify the bench chosen and then to approve funds to bulk buy 5 benches.

IDENTIFICATION OF BENCH

4. Over the last few months, I must have looked at 100's of benches. Consideration of material, ascetics, cost and durability were taken.

The following proposal is forwarded to Council based on the following:

Material The bench is made of recycled plastic which fits in with PTC's environmental policy. It was felt that a wooden bench could be easily vandalised and a metal one not in keeping with the area.

Ascetics Most current benches are made of this model.

Cost Is below £500

Durability The bench has a life span of 20 years

Spares Replacement parts are readily available from the Supplier

RECOMMENDATION

5. It is requested that the Lowther seat from Glasdon (premium supplier of memorial benches to local councils and supplier to WPBC).

I have enclosed a price list. Members are asked to discuss if the upgraded version is preferred to the basic model (cost is about £100 more).

It is requested that 5 benches are brought, the cost offset by fees charged to purchaser.

Wayne Lewin
Finance Officer

Mr Wayne Lewin
 Portland Town Council
 Three Yards Close
 Portland
 Dorset
 DT5 1JN

17/12/2019
 EQ70025623

Telephone: 01253 600416
 Email: katrina.hutley@glasdon-uk.co.uk

Account Code: 590107759

	Qty	Unit Price	Total Price
 Lowther™ Seat complete with Black or Brown Enviropol Slats and Concrete Surface Fixing Bolts with Tamper Resistant Caps. Product Information Product News Product Videos Product Warranty	1	£496.13	£496.13 £483.73 -2.50%
 Lowther™ Seat complete with Timberpol or Black, Silver Dark Wood or Light Wood Vandalex Slats and Concrete Surface Fixing Bolts with Tamper Resistant Caps. Product Information Product News Product Videos Product Warranty	1	£606.38	£606.38 £591.22 -2.50%
 Lowther™ Seat complete with Black or Brown Enviropol Slats and Concrete Surface Fixing Bolts with Tamper Resistant Caps. Product Information Product News Product Videos Product Warranty	5	£496.13	£2,480.65 £2,356.62 -5.00%
 Lowther™ Seat complete with Timberpol or Black, Silver Dark Wood or Light Wood Vandalex Slats and Concrete Surface Fixing Bolts with Tamper Resistant Caps. Product Information Product News Product Videos Product Warranty	5	£606.38	£3,031.90 £2,880.31 -5.00%
 Lowther™ Seat complete with Black or Brown Enviropol Slats and Concrete Surface Fixing Bolts with Tamper Resistant Caps. Product Information Product News Product Videos Product Warranty	10	£496.13	£4,961.30 £4,465.17 -10.00%
 Lowther™ Seat complete with Timberpol or Black, Silver Dark Wood or Light Wood Vandalex Slats and Concrete Surface Fixing Bolts with Tamper Resistant Caps. Product Information Product News Product Videos Product Warranty	10	£606.38	£6,063.80 £5,457.42 -10.00%
 Phoenix® Recycled Material Seat complete with Black or Brown Enviropol Slats and concrete Surface Fixing Bolts. *See optional extras for Tamper Resistant Caps. Product Information Product News Product Videos Product Warranty	1	£459.40	£459.40 £447.92 -2.50%

**Phoenix® Recycled Material Seat**

complete with Timberpol Slats and Concrete Surface Fixing Bolts.

1

£551.54

~~£551.54~~

£537.75

-2.50%

*See optional extras for Tamper Resistant Caps.

Product Information **Product News** **Product Videos** **Product Warranty****Phoenix® Recycled Material Seat**

complete with Black or Brown Enviropol Slats and concrete Surface Fixing Bolts.

5

£459.40

~~£2,297.00~~

£2,182.15

-5.00%

*See optional extras for Tamper Resistant Caps.

Product Information **Product News** **Product Videos** **Product Warranty****Phoenix® Recycled Material Seat**

complete with Timberpol Slats and concrete Surface Fixing Bolts.

5

£551.54

~~£2,757.70~~

£2,619.82

-5.00%

*See optional extras for Tamper Resistant Caps.

Product Information **Product News** **Product Videos** **Product Warranty****Phoenix® Recycled Material Seat**

complete with Black or Brown Enviropol Slats and concrete Surface Fixing Bolts.

10

£459.40

~~£4,594.00~~

£4,134.60

-10.00%

*See optional extras for Tamper Resistant Caps.

Product Information **Product News** **Product Videos** **Product Warranty****Phoenix® Recycled Material Seat**

complete with Timberpol Slats and Concrete Surface Fixing Bolts.

10

£551.54

~~£5,515.40~~

£4,963.86

-10.00%

*See optional extras for Tamper Resistant Caps.

Product Information **Product News** **Product Videos** **Product Warranty**

(Images shown are examples only, your final product will vary depending on specification)

All prices exclude VAT.

All details will remain firm until 16/01/2020

Delivery to be confirmed upon receipt of order.

Please refer to the **Conditions of Sale**.

Carriage to DORSET	£0.00
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Optional Extras

(Images shown are examples only, your final product will vary depending on specification)

Qty**Unit Price****Total Price****Tamper Resistant Fixing Covers**
for the Phoenix Seat.

1

£18.93

£18.93

Notes

Please note that we can supply Memorial Plaques at an additional cost.

Company Reviews

As part of Glasdon's commitment to exceptional customer service, as well as our responsibilities as an ISO9001 certified company, we invite customers to complete a Customer Satisfaction review.

We ask customers to rate our performance on a scale of 1-5: how we handled their initial enquiry, delivery performance, product quality, after sales service and overall satisfaction with the process.

Please [read some of our reviews here...](#)

PORTLAND TOWN COUNCIL
3RD QUARTER BUDGET REPORT
FINANCIAL YEAR 2019/20

Prepared by Mr Wayne Lewin

Responsible Finance Officer

07th January 2020

Overview

The third quarter has been one of high expenditure mostly due to many one-off charges such as business rate and elections of which most were expected.
Cash flow remains high and general reserves currently sit within NALC recommendations. This will likely drop below by year end.

Total income and expenditure at end of 3rd quarter

Income	£ 618092.02
Expenditure	£ 284023.15

3rd quarter income and expenditure

	3 rd quarter	2 nd quarter	1 st quarter
Income	£ 254111.44	£ 118309.48	£ 245671.10
Expenditure	£ 126918.07	£ 68176.57	£ 88928.51

3rd quarter Precept income and expenditure

Income	£ 181300.00	£ NIL	£ 181300.00
Expenditure	£ 88469.33	£ 57715.23	£ 74919.11

Precept spend to 31 st December 2019	60.97%	36.54%	20.66%
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Notes to account

Portland Town Council received S106 and CIL monies in this quarter.

Budget variances

Facilities budget remains the only cost centre that may go over budget. This is mainly due to a higher than expected electric bill.

Summary

Cashflow sits at £ 402382.15 with the general reserve at £ 203141.44

Accruals are £ 68800

Debtors sit at £ 16240.08 which includes VAT of £ 8420.76

Council Support for the nomination of Cllr Cocking to attend a Royal Garden Party in May 2020

DAPTC are seeking nominations from outgoing Chairman or Mayors to attend a Royal Garden Party in May 2020.

There are certain caveats associated with the nomination:

- a. Nominations will only be accepted by outgoing Chairmen or Mayors,
- b. A member of the Council must not have attended in the last 10 years,
- c. All nominations must be supported by the Councillors of that Council

Cllr Cocking has expressed an interest to attend this and is eligible as she will be the outgoing Mayor in May 2020. 2007 was the last time that a member of PTC attended a garden party, so is eligible under that criteria. Your support is now requested to enable the nomination to be submitted to DAPTC which must be received by them by 24th January 2020.

Further information can be found below.

Extract from email sent from DATC 3rd January 2020.

Dear Clerks,

In common with all other County Associations, we have been informed that Dorset has been allocated places for Chairmen of Parish Councils or Town Mayors at a Buckingham Palace Garden Party this year. The Dorset nominations will be entertained on **Tuesday 12th May 2020**.

Four places have been allocated to us. This is **inclusive** of the spouse or partner of the chairman or mayor (note: living with partner = married)

The Lord Chamberlain has asked us to highlight the following: -

- **Invitations are in recognition of PAST service and it is therefore appropriate that outgoing members, rather than those newly elected, should be invited to attend.**

Both Councillor Kimber and the Assistant Town Clerk have personally been involved with twinning events with Holzwickede. Holzwickede are very keen to re-establish a twinning relationship between themselves and Portland.



Gemeinde Holzwickede ■ Allee 5 ■ 59439 Holzwickede

Mayoress
Portland Community Venue
Three Yards Close
Fortuneswell
Portland
DT5 1JN
GREAT BRITAIN

Ulrike Drossel

**BÜRGERMEISTERIN DER
GEMEINDE HOLZWICKEDE**

Holzwickede, 10.12.2019

Dear Mrs Cocking,

as Mr. Bernd Kasischke told Anna Takashina on the phone, me, the citizens of Holzwickede and the members of our twinning society would be very happy to find a way to re-establish twinning between Portland and Holzwickede.

There are so many people in our towns, who got to know each other in several exchanges and common activities within the last 33 years, that it would be too sad giving up twinning just because town council structures in Dorset have been changed.

Mrs. Takashina told Bernd Kasischke, that your town councillors intend to treat the topic in a meeting in January. Please, send all your councillors kindest regards from me and Mrs. Ilona Lienkamp, the chairman of the German-British-Club Holzwickede and please, emphasize our serious wish to find a way for a new partnership in 2020 together.

I wish you, your family and all the people in Portland a lovely Christmas time and I do look forward to hearing from you.

Yours sincerely,

Ulrike Drossel
Mayoress

Ilona Lienkamp
Chairman Deutsch-Britischer Club

Allee 4
59439 Holzwickede
Tel. 02301 915-100
Fax: 02301 13332
u.drossel@holzwickede.de



Agenda Item No 15

Portland Town Council Adoption of Gender-Neutral Terminology

The town council uses gender neutral terms for all paid and non-paid roles within the council such as Town Clerk, Finance Officer, Gardener, Councillor and appears to have adopted 'Mayor' as a neutral term for any person that holds that role and title.

The Standing Orders are due for review and are currently out of date, so I would like to propose that as a council we amend our copy (see copy of email advice below) to reflect the role and title of 'Chairman', both of the council and of individual committees, so it becomes a gender neutral term such as 'Chair' and thereafter is known as 'Chair' or 'the Chair'

Dear **Karon**

I'm sure that you and your councillor won't be surprised to hear that this issue has come up before.

When it was raised with DAPTC earlier in the year we took advice from NALC and were informed that in reality the Model Standing Orders are based on the use of Chairman in the legislation. NALC also committed to look at this issue when they next review the Model Standing Orders, although we don't have a date for this. It may be that an additional statement may be able to ensure that readers are made aware that any reference to the masculine gender also refers to all genders.

The standing orders that your council will have accepted will most probably be based on the Model Standing Orders produced by NALC. If your council feels that it wishes to amend its copy to reflect any changes that your councillors would like to see, then that is simply a matter for your full council to make a resolution on when they are next reviewed.

I hope that this makes sense.

Kind Regards

Nebbia

What was the Giant Wall all about?

With the announcement of the Cultural Olympiad coming to Dorset in 2012 under the umbrella of 'The Maritime Mix', Artwey, a group of Weymouth and Portland artists, decided that it wished to contribute to such an exciting series of projects. Additionally, Artwey wanted to involve our local communities in the creation of a lasting legacy which would be a fitting celebration of this unique event in Dorset's history.

To this end, textile artist Carol Cruickshank dreamt up the concept of a large wall-hanging made up of small textile portraits made by local people of their 'heroes', subsequently to be called 'The Giant Wall'. These heroes would be those who were or had been part of our community and had inspired their contributor with one or more of the values of the London 2012 Olympics and Paralympics, i.e. Friendship, Excellence, Respect, Inspiration, Determination, Courage and Equality. The quote from Isaac Newton "If I have seen further it is from standing on the shoulders of Giants" became our inspiration.

Artwey applied for and were granted coveted 'Inspire Mark' status from the Cultural Olympic Authority. Finally, in October 2011, the project was launched and the first workshop for 'The Giant Wall' was held during Artwey's 'Big Draw' exhibition at Weymouth Library.

From then on throughout 2012 they took the free workshops to over 30 venues over Portland and Weymouth from Schools, Community Centres, Churches, Libraries, Scouting groups, Special Needs Groups, such as Muntsys and including RSPB to twenty-five Dorset Mayors. We tried to cater for all age groups and abilities. Here, participants were able to use the myriad of materials provided to draw, paint and

sew wonderful portraits of their 'Giants' on calico squares, often with creative support from the many Artwey artists who helped on a regular basis. In addition to drawing and painting support many workshops provided tuition on techniques such as appliqué and batik from Artwey's talented textile artists.

Meanwhile many other local people were buying their £1 starter pack directly from local galleries to work on at home, some members of Artwey held workshops in their houses for family and friends or took their services to others' homes and sewing bees took place throughout the borough to sew the portraits on to the finished wall.

As the number of portraits mounted and the wall grew it needed to be split and two homes found for it, both the Brackenberry Centre on Portland and the Community Fire Station in Weymouth stepped in to offer a permanent location where the 'Giant Wall' could be on public view.

During this whole period a photographic record of each portrait and its creator's reason for choosing their 'Giant' was being taken in order to produce this commemorative book, which we also supply. Together with the finished 'Giant Wall' it provides an historic legacy with hundreds of local people across all ages contributing their mark in celebrating our 'Giants' on a lasting symbol of Weymouth and Portland's history in the unique year of 2012.

The 4 Portland banners consist of 165 portraits and are each 34 inches by 90 inches and have a sleeve to hang on a pole.

PORTLAND TOWN COUNCIL
TOWN COUNCIL MEETING
HELD AT 7PM ON WEDNESDAY 13th NOVEMBER 2019
AT PORTLAND COMMUNITY VENUE

PRESENT:

Councillors: Charlie Flack (Chairman), J Draper, C Atkins, S Cocking, R Hughes, P Roper, P Kimber, S West, D Thurston and G Lewis.

IN ATTENDANCE:

Mr A Matthews (Neighbourhood Plan), PCSO Bool and 2 members of the public.

3985. Chairman's Welcome

The Chairman welcomed all to the meeting and advised that there was no planned fire alarm testing and indicated to those present the various fire exits. The meeting observed two minutes silence in memory of Mr Les Ames who had recently passed away and who had been a prominent figure within Portland Town Council.

3986. Prayers

The Mayor's Chaplain Mrs Paula Brown led the meeting in a moment of reflection and prayer.

The Chairman reminded the Councillors present that the rules of purdah needed to be observed during this period leading up to the general election.

3987. Presentation from Helen Persey – Update on Portland Hospital

The Chairman advised that due to the restrictions of purdah, the presentation due to be given by Helen Persey has been cancelled and would be re-scheduled for early next year.

3988. Apologies for Absence

Apologies for absence were received from Cllrs B Parkes, C Parkes, S Harpley and L Saunders.

3989. Declarations of Interest

No declarations of interest were declared.

3990. To Approve the Minutes of the Meeting Held on

The minutes of the previous meeting were agreed to be a true and accurate record of the meeting and were signed by the Chairman.

3991. Minute Update and Matters Arising

Item 3970 – Presentation by the Conservation Officer Mr Stefan Ganther. Cllr Kimber asked that thanks be provided to Mr Stefan Ganther thanking him for the presentation he provided at the last meeting. The Clerk confirmed that thanks had been passed to him.

Item 3974a - With regard to the issue of graffiti; Cllr Thurston reported that he had taken photos these were currently being printed and would be sent to the PCSO Bool.

Item 3977c – Change of the Planning meetings to a Thursday; the Chairman advised that these meetings were likely to revert back to Wednesdays in the new year as it appeared that the Drop In centre were unable, at this time to afford to rent out the studio as planned.

Item 3982 – Deck Chairs – The Chairman advised that following an advert in the Free Portland News - ten people had contacted the Council to express an interest in the keeping the deck chair concession running.

3992. Democratic Public Half Hour Open Forum

- a. To receive an update from the police
 - i. PCSO Bool stated that the biggest issue of note had been the ram raid of the Co-op in Fortuneswell. He explained that investigations were ongoing but that he believed this to be a one-off incident.
 - ii. He thanked Cllr Thurston for the upcoming photographs.
 - iii. He asked if there was any update on the ownership of the shelter at the end of Sweet Hill Lane (item 3963 a). Cllr Kimber explained that it belongs to DC and believed that there were two options a) storage for grit bins or b) demolition, although he added that there was no money to have it demolished at the moment. PCSO Bool added that he tried to get out to it twice a day but couldn't commit to continuing that long term and added that a long-term solution was required. Cllr Cocking re-iterated that DC did not have the money available to knock it down and that if PTC wished to store grit bins there then they would be required to fund the addition of doors; for which they did not have the funds either.
 - iv. Cllr West reported that she had become aware of children playing around pushing one another off the pavement. She asked if it was possible for one off the PCSO's could go and speak to the Children at Atlantic Academy?

PCSO Bool agreed to visit Atlantic Academy and have a word with the children.

b. To receive questions from Members of the public

- i) Item 3996b – Mr Matthews wished to make it known that when Ms Aldridge spoke about the skate park, she had stated that it had originally been sited at the current market site. He felt that this was incorrect, and the site of the old skate park had been at the area where the memory stones are now sited. He felt that it could be important in the future to recognise the ongoing local amenity that this site had offered.
- ii) Item 3996d – Mr Matthews advised that he wished to support the statement by Cllr Draper that former Cllr Novak had been the primary point of contact in regard to the PSQT particularly linking this as well into his role as the Briefholder for WPBC Local Plan development.
- iii) Mr Vincent requested that in taking forward the issue of the Water Fountain in Easton Gardens (Item 3976) that a full assessment of the gardens be undertaken to determine where the optimum place would be for the siting of the fountain. Cllr Lewis agreed and stated that there was still a piece of work to do in the gardens, which would include the best place for the fountain to be sited.
- iv) Mr Vincent also asked what the closing date for registering an interest in the deck chair concession was? The Chairman responded that expressions of interest would be accepted up to 30th November 2019.

3993. Chairman's Update

The Chairman reported the following:

- a. He reminded the meeting that any Agenda items must be with the Clerk two weeks before the date of the next meeting. The Clerk agreed, that where possible she would issue a reminder.
- b. He advised that David Avery the Head Gardener would be leaving at the end of November. Cllr Kimber asked that the minutes record the Councils thanks to him. He also asked when recruitment of the new Head Gardener would start? The Clerk explained that prior to commencing recruitment there was a wish to review the job description but hoped that recruitment action would start in January 2020.

- c. Two examples of the new logo were provided to the Councillors for their views. Cllr Roper explained that both logos' would be used one would be used for the website, social media, badges etc. Whilst the other would be used for headed notepaper.
- d. He also reminded the meeting that Easton Sparkle would be held in Easton Gardens on Friday 13th December.

3994. Town Mayor's Announcements

- a. The Mayor provided a brief update on the events undertaken during the last month and those planned for the following month (see **Annex A** to these minutes).
- b. She advised that the funeral for Mr Les Ames would take place on Tuesday 26th November and that PTC's Portland Flag would be used. She added that the family had asked that people attending the funeral wear poppies and that there would be family flowers only. The Chairman proposed that a £50 donation be made to the RAF benevolent fund, this was supported unanimously.

Resolved that a donation of £50.00 be made to the RAF benevolent Fund

- c. She concluded by advising that a presentation from Bill Reeves -Portland Port would be provided before the Policy and Resource Meeting on 11th December 2019 and invited all other Councillors who were not on the P&R committee to attend.

3995. Receive written reports from and County Councillors

The Chairman advised that one report from County Councillors had been received and had been circulated with the Agenda.

He advised that there would be no report for December 2019.

Cllr Lewis provided a brief update on the DAPTC AGM held on 9th November 2019, and Cllr Hughes thanked Cllr Lewis for attending on his behalf.

3996. Financial Matters

- a. Payments for Authorisation – A list of payments totalling for payments to be authorised to £56,819.54 had been circulated before the meeting and the Chairman asked if there were any questions on these from the Councillors. (A copy of the list of payments is held at **Annex B**).

Authorisation of the payments was unanimously approved.

3997. Grants Procedure for 2019/2020

The Clerk advised that a revised procedure for the award of grants was proposed for this year only (2019). The revised procedure had been issued as an annex to the Agenda and was discussed by the assembled meeting. It was agreed that a summary of the grants awarded be presented at the Full Council Meeting of January 2020 for ratification.

Resolved that a) that for this year only grants will be approved by P&R and that b) a summary of the grants awarded be presented to the Full Council Meeting of 2020 for ratification.

3998. Portland Town Council Support for a Buildings Preservation Trust

Cllr Kimber spoke on the proposal to set up a building trust which he believed was the way forward for the preservation of many historic buildings on this Island. He felt that the Conservation Officer Mr Stefan Ganther, had demonstrated an enthusiasm to take the project forward and should be supported. A vote was taken which returned a unanimous vote that the Council in full support of the generation of a Buildings Preservation Trust.

Resolved that the minutes record that Portland Town Council is in support of the generation of a Buildings Preservation Trust.

3999. Letter to Dorset Council – Dorset Council Pension Fund

Annex B to the Agenda was a letter that Cllr Lewis proposed be sent to the Dorset Council Pension Fund. Cllr Flack proposed that the motion be deferred until the next Full Council for three reasons; a) recognising the sensitivities of purdah, b) in order for the staff to be consulted; as the letter primarily affected them, and c) in order for the pecuniary interests of any Councillors to be declared.

Cllr Kimber stated that he was unaware of staff ever having been consulted previously; and Cllr Lewis added that she did not feel that staff consultation was appropriate, and that as an employer it was the Council who had a say in where the Council's money went. Further she felt that there was only a need to inform the staff out of courtesy. Cllr Draper felt that if the staff did not agree with the motion that they had their own channels to pursue. He felt that he could not agree with the Chairman that the staff needed to be consulted. Cllr Thurston stated that he had concerns that if Councillors felt that there were problems that they should seek a resolution privately and not on behalf of PTC. Cllr Lewis felt that there was a moral obligation in ensuring that the precept that was raised was spent appropriately. Having listened to arguments for and against sending the letter, the Chairman sought a vote. By a very small majority it was agreed that the letter be sent.

Resolved that a letter be sent to Dorset Council Pension Fund requesting that they divest in fossil fuel investment and seek greener alternatives.

4000. Portland Christmas Lights

At Annex C to the Agenda was a paper that highlighted the issues with the current state of the Christmas decorations, and the quote from Turrells to repair and erect the decorations. Initially Turrells had quoted £5,890.00 to repair and install/remove but following a further request from the Clerk they had provided a breakdown of the costs which showed the repair costs to be £1,430.00 and the installation/removal costs to be £4,460.00. Having provided this information there were now two options a) to proceed with the repair and erection or b) to forego any repairs and simply erect those decorations that did not need repair. The Chairman asked how the Councillors wished to proceed. Following a discussion for which Cllrs West and Hughes argued for the acceptance of the whole quote, however Cllr Roper explained that there was a plan to hire next year's lights. A vote was taken on which option to take forward. The vote returned a majority vote to only proceed with the installation of the decorations and not to undertake any further repairs to the decorations.

Resolved that Turrells be informed that no repairs were to be undertaken, and that installation only of the remaining lights was required.

A request was made that a working group be convened to deal specifically with the issue of Christmas decorations both for this year and next. Cllr Hughes volunteered to Chair the working group with Cllrs Roper and West volunteering to be part of that working group.

Resolved that a Christmas Decorations working group be convened, to be chaired by Cllr Hughes and members being Cllrs Roper, West and Flack.

4001. Exclusion of Press & Public (discretionary)

There were no matters to discuss.

4002. Date of Next Meeting

The Committee's next meeting is scheduled to take place on Wednesday 15th January 2020, at the Portland Community Venue at 7.00 pm.

The meeting ended at 20.21 hours.

Signed Dated.....
Chairman

Mayoral & Dorset Councillor Update – November 2019

As Autumn has well and truly set in hopefully everyone has stayed safe and dry. It was welcomed news that the new LIDL store has seen common sense and changed its name to the Portland Store. First Bus are agreeing in principle to divert the buses round to Hamm Beach Road and stoping outside LIDL'S throughout the year not just for the summer season. There is some work they will be needed to done, bus time tables and consultation with Dorset Council before final confirmation can be made. Not only had Portland Town Council put in a request for this to be looked in to, other residents had written to First Bus, there was also a petition, well done to everyone involved.

Trafalgar Night was held at the George Inn, in Reforne, it was an excellent evening of Naval history and much more. There was a raffle and auction of a picture, all proceeds from these will be going to the Portland Food Bank. Thank you, Jeff Proctor and the team at The George.

On the 24th October I was invited to the Lord Lieutenant's Awards for the County of Dorset, at Kingston Maurward College. The awards celebrate the professional and personal achievements of those dedicated members of our community who work or volunteer within the Reserve Forces and the Cadet Movement. One of the awards is to be Her Majesty's Lord-Lieutenant's Cadet. Cadets accompany and assist the Lord-Lieutenant on various occasions, including Royal Visits and Civic ceremonies. I am very pleased to announce that out of four chosen cadets from the county of Dorset, one cadet is from Portland, Leading Cadet Harry Harris of Portland Sea Cadet Unit. Well done Harry.

I learnt something new on Sunday 27th October as I attended The High Sheriff of Dorset's Legal Service at The Priory Church Christchurch. The service is a formality which starts the start of The Legal Year, it is the calendar year during which the Judges sit in court. In England, the year is divided into four terms. This ceremony dates to back to the Middle Ages.

Some dates for Portland's calendar,

St Georges Church, Annual Christmas Service Monday 2nd December at 7pm

Portland's Civic Christmas Carol Service, Easton Methodist Church, Easton, Sunday 8th December at 3.30pm

Portland Town Council Christmas Sparkle, at Easton Square Friday 13th December at 5.00pm.

Mayor of Portland and Portland Rotary Club Children's Christmas Party at St George's Centre, Reforne, Saturday 14th December 3pm to 6pm. The event is for primary school aged children. Please call Portland Town Council on 821638 or email

office@portlandtowncouncil.gov.uk for your FREE ticket.

Dorset Councillor Update

Parking and Highways is always an issue on Portland. I attended a site visit with Councillor Kimber and Lloyd Squibb from Dorset Council, regarding the Zebra crossing in Easton Square on the bend leading up to The Straits. We looked at whether it could be moved to a more suitable location. I know there is a long history for this crossing, there are some options, but these need to be looked into, a survey, traffic report and a public consultation will need to be done before any work can be commenced. I will update you if I hear any more about this.

I have also been dealing with Highways about vehicle's with include cars, motorhomes and large vehicle's parking in places that are causing an obstruction to the emergency services, some of these streets clearly have KEEP CLEAR and other restrictions on them. Residents may think that the emergency services can get through at a squeeze or by manoeuvring backwards and forwards to get around corners etc. This takes up valuable time for the emergency services to get to their call out. I spoke with the Fire Station Manager who said that if he got to some call outs 30 seconds earlier, he could have saved someone's life. Highways are now seriously looking at three locations East Weare Road, Station Road and Tilycombe, with regard to putting in more enforceable parking restrictions. Please can I ask residents to park with care and consideration for the emergency services. If it was your loved one you would want these services to get to you as quickly as possible.

Thank You

Looking Forward to Seeing You at the Forth Coming Christmas Events

Email :cllrusan.cocking@dorsetcouncil.gov.uk

Mobile 07830971934

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GRANTS AWARDED IN 2018/19

Name	Amount	Reason	Completed
St George's Centre	£500	Resealing wooden floors – letter from them saying that the money has been ringfenced. They state that both halls are in need of repair and will undertake the repairs first and then do the floors.	No
Royal Manor Theatre Company	£400	New film projector	Yes - Confirmed
Grove Prison Museum	£200	Martini Henry Bayonet and Scabbard for display	Yes - Confirmed
Portland Museum Trust	£325	Office furniture, shelving, storage items	Yes – Confirmed
Portland YMCA Red Triangle Club	£485	Defibrillator	Yes - Confirmed

Update from Cllr Kimber re the application by Portland Sculpture and Quarry Trust (PSQT) on their application for a Pocket Parks 2020 scheme

Extract of an email from PSQT – dated 18th December 2019

Dear Paul

We have been invited to make an application to the **Pockets Parks 2020 scheme via Ministry of Housing, Communities & Local Government**, for the Church Ope - open air theatre **with submission date of 5pm on 31st December**. This will be an important kick start the project with £15,000 for reports/ drawings / geotechnical survey - for which we will match fund £5,000 in kind/cash.

We need to ask Dorset Council to confirm that they will hold the grant for the project as the Local Authority who would pass on the funding to PSQT as the lead partner. The Pocket Parks said that it was an advantage to have previously delivered the very successful Memory Stones Pocket Parks project that opened the way for secondary Arts Council Funding. to install the stones. The Pocket Parks Grant was then held by WPBC.

The project will regenerate a small disused derelict with invasive plant species former quarry, with invasive plant species, presently used by climbers who light fires, cook and sleep there overnight. The area is on the East Cliff and would offer interpretation of the historic views across Penn's Weare to the Camels Hump, Steamer, Rufus Castle and is where JMW Turner stood when drawing Coastal quarries of Church Ope with work at Tate Britain who are a Partner in the Project.

The site is directly adjacent to the South West Coast Footpath (National Trail / England Coast Path Route) who we recently met with Tara Hansford to collaborate on the project as it offers an exciting with interpretive feature along the coast path There is also a well established Church Ope community group already formed that includes a young Dance Company, formed as a legacy from PSQT projects for the Cultural Olympics 2012, who have been developing a series of performances for the space.

Pocket Parks were very impressed with the elements that make up the project - which would score highly for its value to the WHC and environmental regeneration, in providing a very much needed cultural facility in an area of high multiple deprivation.

The administrator we spoke to said that as we have previously been successful with a Pocket Parks 2016 scheme for the planning and enabling works of the Memory Stones, we are in a good position to make a further application with previous experience of project delivery.

Aerial photographs of Memory Stones alignment and -Interpretation Gateway to the Quarry Park.



PSQT has attracted many professional people with presentations by Royal Academicians, artists, architects concept designs and records of field study research by over 20 eminent geologists; including presentations by Prof Dame Jane Francis (now Director British Antarctic Survey) who we have been working with each year on field study research over a period of 35 years. Jane is a Partner in the project and is overseeing interpretation of world class examples of the living rock face.

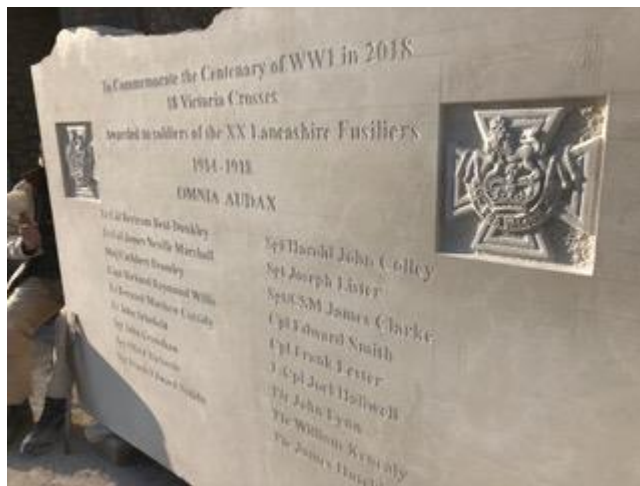
Re SSSI we have had meetings on site with Chris Moscrop Senior Planning Officer WPBC, local naturalists and Bryan Edwards Dorset Environmental Records who are all supportive. Bryan advised a vertebrates survey which we will cost into the project.

We have also had a geotechnical review and have a team of professional people's support in kind - but now need to produce formal reports and need to know whether this will be paid or in kind contribution from the Council - so we can produce a design that brings max habitat creation and interpretation for people and nature.

Background

PSQT projects include- events, performances, projections, dance, site specific sculpture, stone carving courses, working with the community in collaboration with climate scientists on the interpretation and preservation of the geological record over 36 years. **We have created an international venue for stone and have brought a considerable** / regular economic benefit to the area with over 20,000 visitors each year over 36 years - with many people returning each year - from countries indicated below on the world map.

The photos below are of some of the work from complete beginners on our one to two-week courses in Tout Quarry, plus some of the sculpture in Tout Quarry Sculpture Park & Nature Reserve and recent commissioned work for the Lancashire Fusiliers Museum.









Kind regards

Paul Crabtree
Company Secretary.

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