

PORTLAND TOWN COUNCIL

Council Offices
Portland Community Venue
Fortuneswell
Portland
DT5 1JN

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

Tel: 01305 821638

5th March 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, 11TH MARCH 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. Chair's Welcome**
- 2. Prayers**

To be taken by the Mayor's Chaplain – Mrs Paula Brown
- 3. Presentation by Jo Morland – Hedgehog Friendly Portland**
- 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 12th February 2020**

To approve the minutes of the meeting held on 12th February 2020 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 12th February 2020.
- 8. Democratic Public Half Hour Open Forum**

To receive questions from Members of the Public.
- 9. Chair's Update**

To receive updates from the Chair.
- 10. Town Mayor's Announcements**

To receive announcements from the Mayor.
- 11. Receive Written Reports from Dorset Councillors**
 - a. Report attached from Cllr Kimber – Local Government Association – Health in all Policies Workshop - see **Annex A** to this agenda.
- 12. Financial Matters**
 - a. To receive a request for the authorisation of payments to 11th March 2020 – See **Annex B** to this agenda (to follow)
 - b. Notification of an extraordinary Policy and Resource Meeting to be held at the PCV at 10.30am on 25th March 2020. This meeting will only request authorisation of payments to allow payments to be made before the close of the financial year.
- 13. Request to use Church Ope Viewing Area for B-Side Festival 2020**

To consider a request from B-Side to use Church Ope viewing area in support of the proposed Animated Light Projection event – see **Annex C** to this agenda.
- 14. A&E Local – Cllr Lewis**

To consider a request from a Swanage Town Councillor for PTC to write letters of support for 'A&E' Local – See **Annexes D and E** to this agenda.

15. Friendship Visit

To consider a request to host representatives from Holzwickede twinning association – See **Annex F** to this agenda.

16. Community Garden at Portland Community Centre – Cllr Hughes

To approve a request from Cllr Hughes to proceed with a Community Garden at the PCV utilising resource from the Pay Back Team – See **Annex G** to this agenda.

17. Return to Annual Appointment for Office of Chair of Portland Town Council

To consider the motion proposed by Cllrs Lewis and Atkins to return the Office of Chair of PTC to an annual appointment see **Annex H** to this agenda.

18. Calendar of Meetings for 2020/2021

To approve the proposed calendar of meetings for the year 2020/2021 – see **Annex I** to this agenda.

19. Approval of Portland Town Council Risk Policy and Risk Register

To approve the PTC Risk Policy and Risk Register (required annually) – see **Annexes J and K** (to follow) to this agenda.

20. Call for nominations for Mayor and Deputy Mayor

A call for nominations for Mayor and Deputy Mayor (with effect from **13th** May 2020) will be made. Any nominations (self or third party) for these positions are to be with the Town Clerk by close of play Friday 27th March 2020. A confidential unnamed vote will be undertaken at the Full Council Meeting to be held on 15th April 2020.

21. Call for nominations for Chair (applicable only on successful passing of the motion at item 17).

A call for nominations for the Office of Chair for Portland Town Council (with effect from 13th May 2020) will be made. Any nominations (self or third party) for this position are to be with the Town Clerk by close of play Friday 27th March 2020. A confidential unnamed vote will be undertaken at the Full Council Meeting to be held on 15th April 2020.

22. Bi-Monthly Meetings with Portland Port

Portland Port have suggested that, in order to develop the relationship between Portland Port and Portland Town Council, that regular bi-monthly meetings be held. Anyone wishing to be part of these meetings should notify the Clerk before the end of March.

23. Update on the progress of the Portland Youth Council – Cllr Cocking

24. Update on progress of the Isle of Portland Tours – Cllr Cocking

25. 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

26. Date of Next Meeting

The Committee’s next meeting is scheduled to take place on Wednesday 15th April 2020 at Portland Community Venue, Three Yards Close, Portland at 7.00 pm.

Health in All Policies Workshop
Putting health at the centre of everything we do

- 9.30** **Coffee & Arrival**
- 10.00** **Introductions**
- The Local Context**
 (Possibly presented by HWBB chair/lead member)
- 10.15** **Health in All Policies**
 LGA presentation
- 10.45** **How well are we doing? (including coffee)**
 Facilitated group activity using the posters for dynamic self-diagnosis
- Group Discussion**
 LGA facilitated
- 12.15** **Lunch**
- This after lunch section will be tailored to the local focus of the workshop*
- 12.45** **What are we going to do next?**
- Current local priorities and focus**
 LGA presentation
- 1.00** **Individual directorate/council/partner discussion**
 LGA facilitated
 Focus on the big ideas
- Make your pitch!**
 Group activity
 Choose your focus
- 2.00** **What action are we going to take?**
 Table activity
- 2.45** **Challenge and agreement**
 Group discussion
- 3.15** **Homework**
- 3.30** **Next Steps and Close**

REQUEST TO USE CHURCH OPE VIEWING AREA FOR B-SIDE FESTIVAL 2020

DATES: Fri 04 – Sun 06 September 2020

PLANNED EVENT: Animated Light Projection

DURATION: Between hours 8pm – 11pm

ARTIST & COMPANY DETAILS: Dan Shorten from Guildhall Live Events

COMMISSIONING ORGANISATION: B-SIDE FESTIVAL

DESCRIPTION:

- The event is part of b-side Festival 2020 (5 Sep 2020 – 13 Sep 2020)
- The event is free
- This event will be the culmination of an Arts Council funded project between b-side and Portland Museum
- The commissioned artist will be creating a short 5-minute animated projection in response to stories, myths and research collected by community researchers working with Portland Museum archives
- The projection will be projected onto the side of Rufus Castle
- The projection will loop continuously between 8pm and 11pm
- Audience flow will be managed by Festival staff from the top of the road down to Church Ope
- The Festival will ensure the event is adequately staffed and visitor safety will be paramount
- Guildhall Live Events are a very experienced events production company – past projects have included work with Museum of London, Lightpool and Tower Bridge for information please see <https://liveevents.gsmd.ac.uk/>

EQUIPMENT:

- All technical equipment will be supplied by Guildhall Live Events
- Scaffold to house the projectors is the property of Guildhall Live Events, this will be installed by Dan Shorten (fully qualified PASMA ticket)

SITE SECURITY:

The site will be continually monitored during set up, public performance and de installation by b-side Festival stewards and Guildhall Live Events and overnight by Real World Services Security (SIA approved contractor).

Real World Services Ltd

1A Kent Close, Granby Industrial Estate, Weymouth DT4 9TF

PROPOSED PLAN OF SITE (not to scale):



SUPPORTING DOCUMENTS:

- Method Statement
- Risk Assessment
- Guildhall Live Events Public Liability Insurance Document
- b-side Public Liability Insurance Document

Dear Ms McFarlane

This is my second attempt to send this email, which Cllr Giovanna Lewis has helpfully let me know is arriving with attachments, but no text. So I have also included the email text as a third attachment. If anything is not clear, please don't hesitate to call me.

I am emailing as a Swanage Town Councillor, and as co-ordinator of Defend Dorset NHS residents group, to ask if Portland Town Council would write to Dorset CCG, and to Dorset Council Health Scrutiny Committee, to support 'A&E Local' for Poole Hospital – the retention of daytime A&E care at Poole.

On 13th January, the Secretary of State green-lighted the plans to downgrade A&E and close Maternity and Children's services at Poole. This will reduce the number of Dorset A&E and Maternity units from 3 to 2, and create unacceptably long journeys from many Dorset areas in an emergency.

How does this affect Portland?

From areas such as Purbeck, if residents can no longer go to Poole Hospital, they are likely to go to Dorset County instead. Dorset County A&E is already running at almost twice the capacity it was built for now, and DCH is also losing 74 of its beds under the plans. None of the central government 'investment' is coming to DCH.

Poole Hospital currently houses Dorset's only newborn intensive and high dependency care, and all Dorset mums giving birth under 32 weeks have to get to Poole Hospital. Under the plans, there would be no maternity care at Poole, and specialist maternity and newborn care would only be available at Bournemouth Hospital.

What is A&E Local?

When the Independent Review Panel (IRP) were asked to look at the Dorset reconfiguration plans in June 2019, the then Health Minister Stephen Hammond suggested an "A&E Local" model might address the concerns in Dorset, please see his letter to the IRP (attached), bottom of page 1.

Although the 'A&E Local' model has not been finalised, we understand that it is expected to be a fully functioning A&E that is open for 16 hours per day, but closed overnight: <https://www.hsj.co.uk/expert-briefings/performance-watch-details-of-the-aande-local-model-revealed/7026100.article>

This model would address the issue of chronic daytime congestion across the Poole/Bournemouth conurbation inhibiting emergency access to Bournemouth Hospital from most of Dorset. A 16 hour A&E at Poole would also substantially reduce further pressure on Dorset County A&E.

While it is not yet clear what the A&E Local model would allow in terms of maternity and paediatric care, a co-located A&E is a pre-requisite for maternity care – so this would at least keep the door open.

In the IRP's advice to the Secretary of State, the last two paragraphs deal with the future development of services and discuss the issue of an 'A&E Local' - a model between the Urgent Care Centre that is currently proposed for Poole, and a conventional A&E. Please see page 10 of the attached advice.

However, there was no mention of A&E Local in Dorset CCG's Press Release of 13th January.

What's the difference between A&E Local and an Urgent Care Centre?

A&E Local would treat medical emergencies. Dorset Healthcare University Foundation Trust lists the injuries that an Urgent Care Centre can treat. They are the same as the injuries that can be treated in Swanage Minor Injuries Unit: <https://www.dorsethealthcare.nhs.uk/patients-and-visitors/miu-and-ae>

Support for retention of A&E, Maternity & Paediatric care at Poole

36,910 Dorset residents signed petitions to retain A&E and Maternity at Poole, and two Dorset MP's – Richard Drax and Oliver Letwin – wrote to support referral of the plans back to the Secretary of State.

There was widespread support for the referral across 9 Dorset Parish, Town, District, Borough and County Councils, including from Portland Town Council, who wrote to Dorset Health Scrutiny.

The key issue – Bournemouth Hospital is too far to travel in a medical, trauma or maternity emergency from most of Dorset – remains.

At the Court of Appeal Judicial Review hearing, the Judges accepted that longer journey time in an emergency would lead to more deaths. Based on the CCG's own calculations for the Court, in the worst scenario this could mean 400 additional deaths of ambulance patients each year. This figure does not include the risk to non-ambulance patients. The vast majority of maternity and child emergencies do not attend A&E by ambulance.

There also remain grave concerns about the capacity of one A&E and Maternity to cope with not only the conurbation catchment population, but also the population of West Hampshire, who will have Dorset trauma, maternity and paediatrics on their doorstep for the first time – some 750,000 people.

I hope that Portland Town Council will work with us to endeavour to ensure the retention of A&E care at Poole. At Swanage Town Council last night the Councillors voted unanimously for the Town Council to write to the CCG, and to Dorset Health Scrutiny, urging the adoption of an 'A&E Local' model to retain 16 hour A&E care at Poole.

Best wishes
Debby (Monkhouse)

Swanage Town Councillor
Defend Dorset NHS Residents Group
07960 391357

MOTION: Portland Town Council agrees to write the letterer/email below to both Tim Goodson, CEO of Dorset Clinical Commissioning Group (tim.goodson@dorsetcg.nhs.uk), and to Cllr Jill Haynes, Chair of Dorset Health Scrutiny Committee (cllrjill.haynes@dorsetcouncil.gov.uk). In addition a letter/email to the Competition and Markets Authority who's consultation on the merger of Poole and Bournemouth Hospitals is open for 2 weeks until 12 March 2020 (Nadia.Muhammad@cma.gov.uk).

PROPOSED BY: Cllr G Lewis

SECONDED by: Cllr P Kimber

"We are writing following the outcome of the Independent Review Panel received recently. We would like to support the recommendations of that outcome – that Dorset CCG work closely with Defend Dorset NHS, and that consideration should be given to having an 'A+E Local' at Poole rather than no A+E at all. An A+E Local is an A+E unit which is open 16 hours a day and closed for 8 hours during the night when roads are less congested, and travel times shorter, thus creating less risk.

Portland Town Council are writing to ask both Dorset CCG and Dorset Health Scrutiny Committee to incorporate an A+E Local at Poole in their plan for the following reasons:

We are aware that:

- 1 Without an A+E Local at Poole, there will be increased pressure on Dorchester's A+E. This will be both from ambulances, and from people having to decide which hospital they can reach in the best possible time during congested traffic times. Also, we understand that Purbeck residents have been advised to access A+E at Dorchester, once Poole A+E closes.
- 2 As the 'hoped for' link road to Bournemouth Hospital from the West is now not going ahead, and as this was significant in alleviating Health Scrutiny's concerns about the longer travel times to Bournemouth from parts of Dorset, and the associated risks, we believe this will add to the problems outlined in 1 above.
- 3 Dorchester A+E is already operating at double the capacity it was intended and built for, and the plans also involve closing 74 more beds at DCH. There are considerable pressures on beds now, 4 hour A&E targets are being missed with long trolley waits, and delays in accessing treatment, before Poole A+E closes.
- 4 Whilst extra funding is being considered to extend Dorchester's A+E and Emergency Department, this is not guaranteed, and would not be forthcoming for at least 5 years, thus cannot be realistically considered as a dependable solution.
- 5 As the proposed merger of Poole and Bournemouth Hospitals is not due to take place for 5 years, there is clearly adequate time to review merger plans, to alleviate pressure, and ensure safer travel times, with an A+E Local at Poole.

For all of these reasons, we cannot stress strongly enough that we are concerned about the service Portlanders will receive from Dorchester A+E without easing the burden on DCH by including an A+E Local at Poole into the proposed merger plans.

Additionally, we remain very concerned at the plight of mothers-to-be facing maternity emergencies on Portland. These mums will have extra long journeys to Bournemouth Hospital, for specialist maternity services, along congested roads, if they are unfortunate enough to have births under 32 weeks or with 'complications'. Until 2/3 years ago these mums could have been treated at Dorchester Hospital which at that time lost its SCBU, without public consultation.

And, we would like to add that we support local campaigners' request for an extension of Portland's Minor Treatment Unit to cover weekends. Weymouth's Urgent Care Centre is under too much pressure at weekends, at a time when GP surgeries are closed, and both Weymouth and Portland experience a significant increase in population with tourists and holiday makers."

Friendship Visit from Holzwikede Dignitaries

As was agreed at a previous Full Council meeting, Portland Town Council have re-established the twinning relationship with Holzwikede in Germany.

As a means of formalising the friendship, the local authority in Holzwikede have proposed a visit to Portland to sign a friendship document, along with the Mayor and Chair of Portland Town Council. There would be four visiting dignitaries from Germany on 28th April 2020.

It is proposed that Portland Town Council host an event at the PCV. Interested parties could be invited, such as organisers and members of the twinning association, teachers from local schools, representatives from students at Atlantic Academy, as well as press.

It is proposed that the event will be a low-key opportunity to facilitate the benefits of continuing the friendship for the wider community and allow those interested to make contact. Portland Town Council would provide tea and coffee refreshments. It is not envisaged that visits will become a regular event.

The travel expenses will be covered by the local authority in Holzwikede. The Assistant Town Clerk has agreed to help search for accommodation. The party from Holzwikede will stay one night and return the next day.

We are asking the council to support the proposal for Portland Town Council to host the event at the PCV to welcome our friends from Holzwikede and formalise our reestablished twinning relationship.

Proposal for Community Garden & Allotment at the PCV

Our proposal is to transform the strip of derelict land within the grounds of the PCV into a Garden and Allotment for the benefit, health and wellbeing of the Community and the Environment.

The plot is approximately 82.5ft x 41ft (25 x 12.5m) overgrown, fly tipped and harbouring invasive species such as brown tail caterpillars & brambles. We would create an Organic Community Garden and Allotment that would offer the local community a peaceful and reflective space, contributing to their wellbeing. We intend to plant vegetables, herbs, flowers, shrubs and small fruit trees creating a quiet seating and sensory area and a pond, encouraging wildlife diversity by working the land using organic principles for the duration of the Council and hopefully beyond!

The food that we produce would be available to the local community and especially to the Foodbank. This would reduce food miles and plastic use, create more food security and be sustainable, offering high quality fresh produce whilst responding to the Councils Climate change emergency declaration.

The project would be Cost Neutral. The potential clearance of the site has been organised by Councillor Rob Hughes to be undertaken by the Payback Scheme at no cost to the Council. Stuart Sheppard the Payback Project placement officer has approved their work and completed a health and safety assessment of the area. They will be managed on site at all times by their supervisors. The clearance would take approximately 3 days and from then we envisage that we would establish the garden in evolutionary stages as we restore, nurture and embed organic methods. We hope that the payback team will also be able to help with this and we will seek to collaborate further with them.

The fly-tipping on the plot can be upcycled to provide a cold frame, seating and compost bins and we will also use the felled tree saplings. We would repair and reuse the existing fence and gate. We will approach local businesses for donations and sponsorships to fund equipment and seeds & plants and will ask local people for donations of tools and equipment.

The productive allotment area would provide the opportunity for growing using the 'seed to plate' concept. We would look to collaborate with the Council, the onsite nursery & drop-in centre and the other Community Allotments, Gardens and green spaces.

We could offer the garden for use by social prescription candidates, the island-locked, elderly and disabled community. We anticipate collaborating with various local community groups such as Muntsey's., ICA & The Man Shed.

We are aware of the privacy concerns of some of the 7 properties whos' land and walls run adjacent to the site. Close contact with some of these neighbours has already been made and we will continue to reassure them that the project intends to provide a quiet, safe space for the Community. We would provide trellised screening of perennial climbers in sensitive areas and continue to liaise with these residents some of whom have already expressed an interest in being part of the scheme.

Cindy Lee is onboard as an allotmentee and Project Leader. She lives 5 minutes away, knows the local community well, and is ideally suited to provide a hands-on, dedicated and passionate service through this project, from design to hard graft and social support of service users. She volunteers at the foodbank, meeting and greeting service users. She has a background in child psychotherapy within the state school system which gives her experience of working with marginal groups within society. Cindy has grown and provided fresh organic produce for the foodbank for two years and has offered gardening as a social prescription.

Andrea Frankham-Hughes is a Designer & Project Manager with a passion for the community and experience of completing successful and diverse projects. She co-founded Artwey Open Studios, managed Cultural Olympic events and has created, supported and delivered large scale Volunteer teams for the Inside Out Dorset Festival and Dorset Moon, taking into account accessibility and equality for all participants. She loves nature, ecology, upcycling and local history and is committed to protecting Portlands small pockets of 'Green Lungs'

MOTION for Portland Town Council Full Council Meeting on 11 March 2020.

That Portland Town Council agree to rescind the current agreement that a Chair is appointed for two years, and that a return to an annual appointment be accepted. On acceptance of this motion, a call for nominations can be made at this meeting today.

Proposer:
Councillor Giovanna Lewis

Seconder:
Councillor Cathy Atkins

PORTLAND TOWN COUNCIL CALENDAR OF MEETINGS 2020/21

MEETING	2020								2021				
	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
TOWN COUNCIL (Mayor Making) Secretary is: Town Clerk	13 th (Annual)	17 th	15 th	19 th	16 th	21 st	18 th	16 th	20 th	17 th	17 th	21 st	19 th (Annual)
TOWN COUNCIL (Adjourned Meeting) Secretary is: Town Clerk	14 th (Adjourned)												20 th (Adjourned)
POLICY AND RESOURCE Secretary is: Responsible Finance Officer	6 th	3 rd	1 st	5 th	2 nd	7 th	4 th	2 nd	6 th	3 rd	3 rd	7 th	5 th
PLANNING & HIGHWAYS COMMITTEE Secretary is: Deputy Town Clerk	20 th	24 th	22 nd	26 th	23 rd	28 th	25 th	23 rd	27 th	24 th	24 th	28 th	26 th
ANNUAL TOWN MEETING Secretary is: Town Clerk												1 st	
MARINE ENVIRONMENTAL AND TOURISM PARTNERSHIP Working Group	6 th			5 th			4 th			3 rd			5 th



PORTLAND TOWN COUNCIL

RISK STRATEGY

Background

1. Risk Management is detailed in paragraphs 16.1 and 16.2 of the Town Council's Financial Regulations.
 - 16.1 The council is responsible for putting in place arrangements for the management of risk. The Clerk [with the RFO] shall prepare, for approval by the council, risk management policy statements in respect of all activities of the council. Risk policy statements and consequential risk management arrangements shall be reviewed by the council at least annually.
 - 16.2 When considering any new activity, the Clerk [with the RFO] shall prepare a draft risk assessment including risk management proposals for consideration and adoption by the council.

Policy

2. For the purpose of this policy, risk is identified as any thing that has a material impact on delivering the Council's objectives, including the delivery of its day-to-day services.
3. The Council will review its risk management policy and consider the risks posed to the organisation as part of a broader framework of internal control.
4. Members are ultimately responsible for risk management because risks threaten the achievement of policy objectives. Therefore, each Member should:
 - take steps to identify and have recorded key risks facing the Council
 - evaluate the potential consequences to the Council if an event identified as a risk takes place (in terms of probability and impact)
 - decide upon appropriate measures to avoid, reduce or control the risk or its consequences, and
 - record any conclusions or decisions reached.
5. A risk register will be established, and any risks identified will be added to the register. Any member who identifies a risk should initially report it to the Councils Forward Planning, Management and Advisory Working Group; who will determine appropriate mitigation and action.
6. The risk register will:
 - categorise the combined probability and impact, or risks as high, medium or low using a numerical score for each category of 1 -4, i.e., a maximum total score of 16 can be achieved. Scores 1 - 2 will be assessed as low risk, scores 3 - 7 will be assessed as medium risk and scores 8 - 16 will be assessed as high risk.

- the probability of a risk occurring will be applied to three-year timeframe.
- detail the controls that are in place to mitigate against risks, including any improvements that are required to further mitigate against historic risks.

Assessment of Risk

7. Each risk will be assessed in terms of its likelihood and impact on the Council.

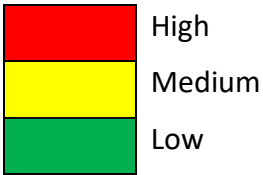
Probability

		Probability	Possible Indicators
4	Almost Certain	>90%	Frequent occurrence
3	Likely	>60%	Regular occurrence
2	Possible	>10%	Occasional occurrence
1	Unlikely	<10%	Has never occurred

Impact

		Risk Threat
4	Major	Financial Impact >£200,000 Fatality/disabling injuries to public or staff/adverse national media attention/external intervention/total service disruption/ extensive legal action against the Council.
3	Serious	Financial Impact >£50,000 Adverse local media attention/ extensive public complaints/adverse comments by regulators or auditors/ significant service disruption/ failure to deliver projects or targets/ service disruptions/ injuries to public or staff/ legal action against the Council.
2	Significant	Financial Impact >£10,000 Adverse service users complaints/ service disruption/ minor injuries and near misses to staff and public.
1	Minor	Financial impact < £5,000 Isolated complaints/minor service disruption.

Risk Matrix

Probability	4	4	8	12	16	
	3	3	6	9	12	
	2	2	4	6	8	
	1	1	2	3	4	
		1	2	3	4	
		Impact				

8. The risk register will be reviewed by the Town Clerk every three months.
9. Any risks that require budgetary approval to proceed with mitigation action will be considered and actioned at a Policy and Resource meeting.
10. On an annual basis a review of the risk register will be undertaken at the February Policy and Resource Committee Meeting; following which this Committee will make a formal recommendation to the next Full Council Meeting on the acceptance of the Risk Register.
11. This policy will be reviewed in January 2021.

Karon McFarlane
Town Clerk

PORTLAND TOWN COUNCIL

TOWN COUNCIL MEETING HELD AT 7PM ON WEDNESDAY 12th FEBRUARY 2020 AT PORTLAND COMMUNITY VENUE

PRESENT:

Councillors: Charlie Flack (Chair), S Harpley, J Draper, C Atkins, S Cocking, P Roper, C. Parkes, B Parkes, G Lewis, P Kimber, L Saunders and D Thurston

IN ATTENDANCE: Four Members of the Public

4024. Chair's Welcome

The Chair welcomed all to the meeting and advised that there was no planned fire alarm testing and indicated to those present the various fire exits.

4025. Prayers

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

4026. Presentation by Helen Persey – Update on Portland Hospital

A presentation by Helen Persey had been planned, regrettably however Helen had to cancel but has agreed to deliver the presentation at the April 2020 Full Council Meeting.

4027. Apologies for Absence

Apologies for absence were received from Cllrs Cocking and Hughes

4028. Declarations of Interest

No declarations of interest were declared

4029. To Approve the Minutes of the Meeting Held on 15th January 2019

With the exception of one amendment as detailed below; the minutes were accepted as a true and accurate record of the meeting.

Page 1 - Present 'four members of the public were in attendance' was added.

4030. Minute Update and Matters Arising

Item 4011a – Vandalism. Cllr Thurston requested that any instances of vandalism be reported to the police and a crime number be obtained. Cllr Roper added that at a recent meeting with Inspector Barry Gosling he had also made the same request as reporting crimes allowed for the police to generate a better picture of where, and what type of crime was occurring. It was requested that this message be passed to the rest of the staff.

Item 4017 – Cllr Harpley noted that following the acceptance of a gender-neutral terminology that the agenda still referred to Chairman. The Clerk apologised and agreed to ensure that this was rectified for future agendas.

4031. Democratic Public Half Hour Open Forum

- a. Mr Vincent; acknowledged that Cllr Kimber was to provide an update on public toilets but wished it to be noted that many of the toilets were still being left open long after their advertised closing times.

Cllr Kimber responded that the toilets contractor had quite a few toilets to close; believing that he starts his round in Lyme Regis, and therefore it was not possible for all toilets to be closed concurrently. He also advised that there was currently a trial in place to leave the accessible toilets to be left open on a 24-hour basis.

Resolved that the Clerk speak to the toilets contractor and understand the issues preventing the agreed closure times being adhered to.

b. Report from PCSO Nick Bool

PCSO Nick Bool thanked the Council for aiding the removal of the old shelter at Southwell which he felt, not only made his life much easier but was also a good example of teamwork.

He was aware that the Council had had a meeting with Inspector Barry Gosling and Sergeant Billy Taylor. He reiterated that the statistics showed that Portland was generally a safe area, but that there had been a big increase in the incidents of shop lifting at Tesco's. He asked that everybody be aware and report any information that they may have on the perpetrators.

Cllr Draper asked whether PCSO Bool felt that the shoplifting was organised. PCSO Bool felt that this was the case and suggested that it may be being organised from outside of the area.

PCSO Bool informed the meeting stated that there was a scheme in place to provide him with an electric bike to aid his patrol of the Island.

Cllr Thurston asked whether PCSO Bool was making any progress identifying those responsible for the local graffiti, reminding him that he had sent him photographs. PCSO Bool responded that alas he had had no joy at the moment but hoped that it was a temporary problem and that nothing further would occur.

Cllr West ask whether there were any updates on the ram raid of the Fortuneswell Co-op last year. PCSO responded that at this point he had nothing further to add.

c. Mr Matthews advised the meeting that he was available to speak on Item 13 if required.

Mr Matthews wished to bring it to the attention of the meeting the Dorset Council Local Plan and in particular the peer review that was being undertaken. He advised that under Strong Healthy Communities, importance was being put on a good working relationship between Dorset Council and Parish and Town Councils. The plan stresses that a good working relationship is imperative and, he believed that where a relationship with Dorset Council was not working productively then it needed to be pointed out that this was not in accordance with the Plan.

Cllr Kimber suggested that a letter be sent to the Chief Executive of Place referring to the peer review and asking how Portland Town Council could work more effectively with Dorset Council.

Resolved that the Clerk write a letter to Dorset Council seeking advice on how a better relationship could be achieved.

4032. Chair's Update

The Chair reported the following:

- a. A meeting with the Assets team had been held and, whilst there was progress, it appeared to be slow, although it was hoped that the proposal would go to cabinet in April 2020. The delay was due to the fact that some of

the larger items needed to be valued externally because of their high value. The MoU would remain in place until such time that the legal transfer was complete.

- b. The Chair reported that he had been surprised to receive a social media message relating to Portland's lack of support for Koala bears; upon further investigation he realised that the message had been intended for the Chair of Portland Council in Australia and not the UK.

4033. Town Mayor's Announcements

There was no report from the Mayor.

4034. Receive written reports from Dorset County Councillors

One written report had been received from a Dorset Councillor and this had been attached as Annex A to the Agenda. Cllr Kimber advised the meeting that he had included the report as he felt it highlighted some of the issues that Dorset Council were dealing with now.

4035. Financial Matters

- a. Payments for Authorisation – A list of payments totalling £34,096.22 was submitted for authorisation. The list of payments had been circulated before the meeting and the Chair of the Policy and Resource Committee answered a series of questions from Councillors on the payments listed. (A copy of the list of payments is held at **Annex A** to these minutes).

Authorisation of the payments was unanimously approved.

- b. It was requested that where an Amazon payment was made that the payments list show what the payment was for.

4036. Acceptance of the Neighbourhood Plan (NP)

Cllr Draper explained that the NP had been reviewed by the examiner and, whilst there were two requested amendments, he requested that the plan be supported and accepted.

The following statement was made by Cllr C Parkes:

I have been charged with making the following statement on behalf on the Labour Group.

Whilst accepting the need for the plan to be approved, we wish to have it minuted our disappointment and dismay that modifications made by the Examiner removes our capacity to apply a second homes policy, and a policy to allow us to deal effectively with Hardy Block. Portland Town Council Labour Group will use its good offices to consistently raise these issues and will look to include them in future reviews of the plan.

A vote was taken on the whether to accept the Neighbourhood Plan which was carried unanimously.

Resolved to accept the Neighbourhood Plan

4037. Request for a letter to be sent to St Georges School

Cllr Atkins explained that parents dropping off and picking their Children up at ST Georges school were doing so with their car engines running and asked that a letter be sent to St George's school asking them to send a letter to all parents asking them to refrain from this practice. Cllr C Parkes stated that she fully supported the action as she felt that this was a serious problem which needed to be resolved.

Cllr Saunders added that she felt that exercise was good for the children and that this should be pointed to all of the parents.

Resolved that the Clerk write a letter to the school requesting that a letter be sent to all parents desist from waiting for children with their engines running.

4038. Chat Benches

Cllr Harpley stated that there was a slight amendment to the proposal issued as Annex E to the agenda in that it now included all benches on the Island not just those that were managed by Portland Town Council.

She explained that her aim was to try and combat loneliness by inviting people to sit and chat with specifically designated benches appropriately signed to encourage this. She reiterated that she was not looking for funds to purchase the benches just the signs to be attached to the benches.

The Chair asked that this proposal be presented to the Forward Planning Working Group first and then to come back to Full Council.

4039. Portland Food Bank – Update from Cllr Cocking

In the absence of Cllr Cocking the Clerk provided an update on the request from Portland Food Bank for the Council Offices to hold Food Bank vouchers. She advised those present that a meeting (which had included Cllr Cocking) had been held with the Foodbank who explained that before a member of the public could access the foodbank they needed to obtain a voucher; and that to achieve the greatest level of accessibility they were looking to expand the number of places from where a voucher could be acquired. It was this that had prompted the request for the Council Officers to consider holding and distributing vouchers. The Officers had generally been in agreement, but with one proviso; that the Officers would provide vouchers to whomever asked and that they would not be required to make a decision on whether or not the recipient was entitled to a voucher.

It was asked that the provision of this service be included in the Councils monthly report to the Free Portland News.

A vote was taken which returned a unanimous agreement that the Council support the action.

Resolved that the Council Offices hold Portland Food Bank Vouchers

4040. Public Toilets – Update from Cllr Kimber

Cllr Kimber provided an update on the public toilets. He thanked the Officers for their hard work in progressing the necessary repairs required to the toilets.

He acknowledged that there had been an ongoing issue with the lights staying on in the toilets in Easton Gardens and was pleased to announce that a contract had been let with a local electrician to rectify this issue with the work being undertaken imminently. In addition, a contract has been let for the legionella testing, which is a legal requirement, will commence on Monday 17th February and will continue on a monthly basis.

He added that he had submitted 13 recommendations as part of the five-year plan and asked that these be reviewed at the next P&R meeting.

He was keen to point out that only one complaint had been received to date about the cleanliness of the toilets, but as this had been received from a toilet cleaning company its legitimacy could be questioned.

He remained concerned about the high cost of water usage at Portland Bill toilets and recommended that financial assistance be sought from Dorset Council.

Cllr Roper cautioned that, having met with Dorset Council in the previous week they were not likely to support the request. A discussion ensued regarding the potential to

hand the toilets back, although Cllr Kimber felt if this was to happen then they would simply be closed. Cllr Lewis felt that this was an option that should be explored further, and Cllr Draper suggested that it would be better to start slowly and see what could be accomplished.

Resolved that the Clerk write to Dorset Council seeking financial support for the management of Portland Bill Toilets.

4041. Exclusion of Press & Public (discretionary)

There were no matters to discuss.

4042. Date of Next Meeting

The Committee's next meeting is scheduled to take place on Wednesday 11th March 2020 at the Portland Community Venue at 7.00 pm.

The meeting ended at 19.45 hours.

Signed Dated.....
Chair

Portland Town Council Payments February 2020																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						</
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