

PORTLAND TOWN COUNCIL

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7th November 2019

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, 13th NOVEMBER 2019**, 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 from Helen Persey – Update on Portland Hospital
4. Apologies for Absence
To approve apologies for 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 16th October 2019
To approve the minutes of the meeting held on 16th October 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 16th October 2019.
8. Democratic Public Half Hour Open Forum
 - a. Police – to receive a report
 - b. 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
One written report has been received from Dorset Councillors – See Annex D attached
12. Financial Matters
To receive a request for the authorisation of payments to 13th November 2019 -List to follow.
13. Grants procedure for 2019/2020
At annex A to this agenda is the proposed procedure for the receipt, evaluation and award of Portland Town Council Grants for the Financial year 2019. Approval is being sought to implement this process for 2019 only.
14. Paul Kimber – Support for a Buildings Preservation Trust
Cllr Kimber will seek support from the Council on the setting up of a Buildings Preservation Trust for St Peter's Church and the Windmills.
15. Letter to Dorset Council – Dorset Council Pension Fund
Cllr Lewis will seek support from the Council to send a letter to Dorset Council Pension Fund administrators – see Annex B to this Agenda.

16. Portland Christmas Lights

Proposal to accept the quote received from Turrell Ltd for the repair and installation of the Christmas Decorations on Portland, see Annex C to this Agenda.

17. 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.

18. Date of Next Meeting

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

Portland Town Council Grant Applications Process for 2019

In previous years the Portland Town Council's Grant Application window has opened on 1st October and run until 31st October each year. The applications are then evaluated with the final award decisions being made at the Full Council Meeting in November, and then awarded to the recipients at the Easton Sparkle held annually in December. The previous Grant policy was considered out of date and in need of revision, the revised policy was subsequently accepted at the Policy and Resource Meeting held on 2nd October 2019. In order to give residents sufficient time to review the new policy and make an application the closing date was extended to 30th November 2019. With no Full Council Meeting in December the only way to be able to continue to award the Grants at the Easton Sparkle is to have the Policy and Resource meeting in November give the final approval.

I am aware that all Councillors will need to have had sight of the applications and have had the opportunity to comment; to that end I am proposing the following process for 2019 only.

- The Officers will review the Grant applications as they come in and (in batches) they will scanned and emailed to all Councillors with a brief synopsis of what each applicant is seeking and highlighting any issues.
- An email response from each and every Councillor is required. The response should state whether that Councillor i) supports the application, ii) supports with a caveat, iii) opposes the application or iv) abstains because of a vested interest in the applicant.
- A summary document will be submitted to the P&R meeting in November that captures the results of the evaluation, and it will then be up to the members of the P&R Committee to decide how to proceed with each of the applications.

The Chairman of the P&R Meeting has given his permission that any Councillor who is not a member of that meeting will be permitted to be present at the November meeting and speak on the Grants item.

Currently there is £3,302.50 in the reserves to cover Grants.

This process is proposed for 2019 only and will revert back to the routine process for 2020.

Karon McFarlane
Town Clerk

MOTION – for Portland Town Council Full Council Meeting – 13 November 2019:

Proposed by: Cllr Giovanna Lewis

Seconded by: Cllr Pete Roper

As part of its recent Declaration, Portland Town Council's Climate and Ecological Emergency Working Group request that the letter below be sent from Portland Town Council to Dorset Council's Pension Fund Committee and Board Members, and that this letter is also brought to the attention of Portland Town Council Staff. Thank you.

Dear Dorset Council Pension Fund Representatives

We are all aware that the burning of fossil fuels releases carbon dioxide into the atmosphere which in turn (along with other gases) creates global warming and heats up the temperature of the Earth. One of the key problems that will arise, if the Earth's temperature rises above certain levels, is that World food stocks will be severely adversely affected. Vast areas of the World's land will become too dry and arid to produce the food we need and will result in food scarcity, famine, and devastating consequences as a hungry society breaks down – the poorest will be hit first, but eventually this will affect everyone.

Currently the Earth is 1.1°C warmer than it was during pre-industrial times. And, whilst the Paris Climate Agreement says we need to stay below 2°C, there is growing opinion that the potential to reach 2°C is already 'locked in' as a collective result of the 'Carbon-Lag', 'Global Dimming', the Albedo Effect, and the increasing release of Co2 from soil around the globe as the world heats up. Additionally, at 2°C warmer on the Earth, sea levels are predicted to rise up to a maximum of 2 metres.

As the burning of fossil fuels is the greatest contributor to global warming, then the reduction of its generation and use is key in the fight to reduce its affects. Many Pension Funds and Investors are beginning to divest from fossil fuel companies and reinvest in the emerging, profitable and safe renewable energy companies (wind, sun and hydro – not nuclear).

The Irish National Infrastructure Fund, the Greater London Authority's Pension Fund, the New York City Pension fund, local authorities including Southwark and Islington and two thirds of UK universities have all ended investment in fossil fuel companies – more organisations are planning to do the same. Recently we read that 300 of our government's own MP's are calling for their £700m Parliamentary Pension Fund to follow suit.

Dorset Council Pension Fund's investment in the 'passive Internally Managed Fund' shows its largest 10 investment companies to contain, Royal Dutch Shell at number 1 and BP PLC at number 4 (top 10 list below – largest at the top).

Royal Dutch Shell PLC
HSBC Holdings PLC
British American Tobacco PLC
BP PLC
GlaxoSmithKline PLC
AstraZeneca PLC
Diageo PLC
Vodafone PLC
Lloyds Banking Group PLC
Prudential PLC

Thus we are writing to you as the Committee and Board working with Dorset Council's Pension Fund Managers, Brunel Ltd, to ask that you request Brunel Ltd to divest from fossil fuel companies and instead invest in the generation of safe renewable energy production. The contribution of public money paid into this Pension fund is significant and should be used to support industry that provides safe, clean and life sustaining outcomes for the public.

Thank you for your time and we look forward to receiving your response.

Yours
Portland Town Council

Portland Christmas Decorations – Repair and Installation

This proposal seeks the Councils approval to accept the quote from Turrell Ltd of £5,890.00 for the repair and installation of the Christmas Lights for Portland.

In previous years Weymouth & Portland Borough Council has installed the Christmas decorations on Portland; following the split this responsibility now falls to Portland Town Council.

Historically, Turrell Ltd have been the contractor tasked with the installation and removal of the decorations in the New Year. Last month Turrell undertook a review of the Christmas decorations and advised that some of them were in need of repair and in fact some were beyond economical repair. Following their review, they have now provided a quote to repair and install the lights (see copy of email below). Turrell Ltd have quoted £5,890.00 (VAT Ex) for the repair and installation. We were never told by Weymouth & Portland Borough Council that there was an issue with the lights and the first that we were aware was the original contact from Turrell.

There are two main issues, a) what can we do for this year and b) what will our strategy be for next year.

My recommendation is as follows:

- i) PTC accept the quote of £5,890.00 to undertake the repair and installation.

I recognise that for a quote of this value we should try to seek 3 quotes, however; Turrell have historically undertaken this work and therefore, the technical knowledge lies with them and accepting their quote offers the route of least risk.

Turrell have told us that they are becoming very busy and would need to undertake the repair work imminently to ensure that the work is complete in time for Christmas. I would assume that this would be the same for all electrical companies and we simply don't have the time to have a further two Companies review the lights and generate quotes.

In addition, the following needs to be noted:

- ii) A decision needs to be made on whether or not there is an appetite to replace those decorations that are beyond economical repair this year or whether they are left and next year we determine a better strategy for Christmas lights.
- iii) A decision needs to be made on storage of the lights. For this year they have been stored by Weymouth Town Council (at no cost), they have said that once removed they will not have them back for storage. We need to have somewhere to store them once they are taken down.

My recommendation is that the Council approve the quote provided by Turrell and that a small working group be convened now, to deal specifically with the Christmas decorations. Currently this issue sits with the events working group; but with Easton Sparkle also happening in December and the proposed expansion of that event, resource is spread very thinly. I

understand that there has been a suggestion that local businesses be approached to help with the cost which would aid the cost next year.

The RFO has confirmed that there are sufficient funds in the reserves to cover this requirement.

Karon McFarlane
Town Clerk

From: John Stevens <john.stevens@turrell.co.uk>
Sent: 30 October 2019 17:29
To: assistantclerk@portlandtowncouncil.gov.uk
Subject: FW: Portland Christmas Lights
Importance: High

Our Ref:A8802 - Portland Christmas illuminated Decorations

Good afternoon Anna,

Thank you for your enquiry regarding the above, we are pleased to supply the sum of £5,890.00 exc. VAT to carry out the following:

- Install illuminated Christmas Decorations in Victoria Square, Fortuneswell, Easton and Southwell.
- Carry out repairs to A and B below.
- Remove Decorations in January.

This is a list of the lights you currently have (stored by WTC) and their condition:

- A. Fortuneswell requires 7x and Easton requires 13x lamp post type so a of total 20. Currently there are 12x that have been dry tested and working and a further 8 which need to be repaired.
- B. Fortuneswell road crossing requires 1 of the LED tree rope lights to be replaced.
- C. Victoria Square roundabout normally has a 1.4m x 5m Santa on a sledge, this needs replacing due to the white rope light being very dim and some LED string out. It has previously had sections repaired but is beyond economical repair now.
We do not supply the Decorations; they have always been supplied by the Client (previously W&PBC) so PTC will need to source and purchase this separately. Bob Savage of Weymouth Town Council should be able to point you in the right direction to purchase a replacement.

- D. String lights for Victoria Square trees are 90% OK, so will be OK for this year, but replacements will likely be needed next year.
- E. String lights for Easton Christmas tree are working OK.
- F. String lights for Southwell tree are working OK.
- G. String lights in the Easton garden trees which are in situ appear to have some not working, this may be due to faulty set which can be removed or may be the lights coming to the end of their life. 5 no. additional 20M Lengths needed.

We hope this meets your requirements; any further information you require please contact us

Regards

John Stevens

Turrell Ltd

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Office: **01305 760103**

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Cllr Paul R Kimber- Report to the Portland Town Council.
Ward Walk on Monday with the following officers and members of the Dorset Council & Portland Community

John Sellgren Director of Place
Fiona Thomas and Karen Gondelle Community Worker's
Hannah Sofaer Portland Sculpture & Quarry Trust.
Stefan Ganther Conservation officer Portland Windmills and St Peters Church.
Karon McFarlane Clerk to the PTC

Sites that were visited

- Islanders club/Employment sites wide street
- Meeting Hannah Sofaer at the Drill Hall Easton regarding looking at Hannah's proposals re memory stones / amphitheatre / cultural routes.
- Portland visit St Peter Church Grove and the Windmills Park road.
- Westcliff community.
- Castle Town Hardy Block/Victoria Lodge.
- **Castle Town Hardy Block.**
- Pleased to report we had a successful Portland Ward walk showing our officers the issues we are facing with the Empty Hardy bloke in Castletown.

I was assured we the Dorset Council will seek an early meeting with Comer Homes regarding this un-redeveloped dangerous site.

1. Pointed out kids are playing in the building and climbing up, that's very dangerous.
2. With a major employer like Portland Port this is clearly not good for business which will be expanding over the next 5 years, to have a underdeveloped building next to your place of work.

Victoria Lodge

We welcome the clean-up, but this building needs to be developed that has a real community Value that will benefit Portlanders.

- **Meeting with Hannah Sofaer at the Drill Hall Easton.**

Had an excellent meeting looking at Hannah's proposals for amphitheatre and cultural routes.

I understand BBC Countryfile they are looking to feature the quarry project next year - re memory stones / amphitheatre / cultural routes – We were able to get the three feathers to Prince Charles who was visiting Dorchester. Hannah gave us a map that all her students

Windmills

Leading from our Full council meeting last month, We, were pleased to have a site visit at the windmills to hear from Stefan about plans that will work on a project that will bring them back to life. This is a project that our Conservation officer and the PTC will advise on and how we can set up an Independent Conservation Committee.

Meeting with Portland Port on Friday 18th Oct

Excellent meeting with Portland Port I would like to give an update on opportunities for our Portland Community.

Puffin Crossing Easton 30th October

Had a site meeting with Sue to understand the implications of converting the existing Zebra crossing to a Puffin crossing with Lloyd.

At the last Dorset Full Council, I asked questions on the rail service between Bournemouth to Weymouth making the line electrified and duelled all the way.

Also looking for alternative fuels to Diesel on the Weymouth to Bristol.

Cllr Paul R Kimber

PORTLAND TOWN COUNCIL
TOWN COUNCIL MEETING
HELD AT 7PM ON WEDNESDAY 16th OCTOBER 2019
AT PORTLAND COMMUNITY VENUE

PRESENT:

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

IN ATTENDANCE: 12 members of the public and PCSO Nick Bool

3968. 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.

3969. Prayers

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

3970. Presentation by the Conservation Officer – Mr Stefan Ganther

Mr Stefan Ganther provided a short talk on those buildings around the Island that were listed as Grade II and Grade II* and specifically St Peter's Church and the Windmills.

As a resident of Portland, Mr Ganther explained that he has a vested interest in the local listed buildings as they are important not just to the Island but also to the wider community. He explained that if a building is declared as being at risk and was subsequently included on the At-Risk register then this status could be used to unlock money; although he explained that access to that money followed a complicated route. Acknowledging that access to the money was in general a complicated task, it was less so for buildings with a * rating, as with St Peter's which is Grade II* listed, as Historic England would provide support. He felt that St Peter's has fallen into disrepair due to the lack of interest from the owner and, despite numerous attempts to contact him there has been no success to date. If action were to be progressed, then that action needed to be through a formal route and through Dorset Council. He hoped that this would eventually lead to a compulsory purchase order (CPO) being placed on the building. Stefan advised that the correct course of action would be to set up a local group, a trust which would need to be constitutionalised adding that Local Authorities could not make bid for funds and this was an action for the local group. He explained that his preferred route would be that Dorset Council continue to try and contact the owner and to pursue a CPO; he went on to explain the success would ultimately release the building from the current owner and pass it to a new one. That new owner would then be responsible for getting the funds in place to undertake repairs etc. He felt that any future action (following the CPO) would need to be community based, and for which he was offering his support; he advised that there was a group already formed (Friends of St Peter's Group) co-ordinated by Mrs Terry Shakespeare and he hoped that it would be this group that would become more formalised. He added that he hoped that this group would eventually become a charitable trust and it would be them that would take the lead in any future actions. He cautioned that there was no short-term solution for St Peter's and that it could take a number of years, and a great deal of community strength to deliver what would ultimately have to be a community-based asset. He reiterated that he would do everything that he could as a member of Dorset Council and in addition he had received confirmation that Historic England would also provide their support to release any funds available.

With regard to the Windmills he felt that this was a better situation. He reported that one (the north Windmill) was owned by the Stone Firms with whom he had been in contact with and who were fully supportive of the regeneration work. With regard to the south Windmill, this was privately owned, and he had not had much success in being able to contact the owner. His vision was to restore the south Windmill into a full working mill with the north one

becoming an information site. He expressed a view that he believed that the money could be found to support the regeneration from various sources. In terms of standing structures, he believed that they were the oldest in the country and this status would ensure financial support. Again, the route to regeneration was through the formation of a community group and again he believed that there was an interest group already formed. If this group could be formalised through a constitution, then it would have the gravitas to be able to apply for funding and drive the project forward. With the right people and groups in place he considered that the project could be complete within 1 to 2 years, with sufficient evidence in existence to be able to understand how they looked and worked originally. He felt that the biggest challenge would be trying to understand the cost of the work required as many of the skills required to bring the Windmills back to working order (millwrights) had limited (no) availability. He expressed a sadness that the only thing holding back the project was the lack of a local group to act as custodians to take the project forward. Despite all of this he said that he was really excited as this project was on the brink of formalising agreements and success.

During a question and answer session, the Councillors asked questions ranging from the difficulties and routes to getting the owner of St Peter's to respond, to the potential for training for the necessary trades required by the Windmills regeneration, to the need for a robust project plan.

The Chairman thanked Mr Ganther for his interesting talk and his support in the conservation of the very important buildings on Portland.

3971. Apologies for Absence

Apologies for absence were received from Councillors B Parkes, C Parkes and Lewis and Mr Andy Matthews (Portland Neighbourhood Plan).

3972. Declarations of Interest

Cllr Kimber declared a non-pecuniary interest as Chairman of Access.

3973. To Approve the Minutes of the Meeting Held on 18th September 2019

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

Item 3949e – Installation of 3 gates each with a 'No Dog' notice. To note that the gates are already in existence and only require the 'No Dog' notices to be attached. The word installed is to be deleted.

3974. Minute Update and Matters Arising

Item 3943 Cllr Saunders wished it to be known that, whilst the request for funds to support the THRIVE initiative had been rejected, she had been impressed by the presentation. Cllr Cocking advised that external support for the initiative had been received and currently an application was being generated to deliver funding from different funding streams.

Item 3953c – The Chairman advised that a letter had been received from Osprey Leisure Centre thanking the Council for the Community Infrastructure Levy donation received.

Item 3956 – Cllr Thurston advised that a grant of £600 had been received from the British Heart Foundation towards the cost of a defibrillator. He also advised that with the grant the total cost of the equipment and the cabinet had come in under the approved budget of £1,200 and that the remaining funds would be put towards employing an electrician to install the equipment. Cllr Thurston expressed his thanks to the PCV administrator and the Assistant Town Clerk for their help in the application of the grant.

Item 3962 – Cllr Kimber asked whether there was any update on the item regarding the trial period of extended opening of the accessible toilets. The Chairman stated that he was not aware of an update and proposed that the issue be deferred to the next meeting.

PC Nick Bool provided an update on the policing matters around the Island. He advised of two matters:

- a) Who is responsible for the shelter at the end of Sweet Hill Lane? The shelter is currently being frequented by Academy students and as such it is being heavily graffitied and is becoming a dumping ground for rubbish. He was aware that it was not the responsibility of Portland Town Council, but was unsure who he should contact to resolve the issue. As the structure was not serving any useful purpose there was a desire to have it removed. Cllr Kimber advised that Dorset Council (DC) had denied ownership, but Cllr Roper stated that Dorset Explorer clearly shows ownership sitting with DC.

Action: with Cllr Cocking to speak to Mark Osborne at DC and provide PC Bool with any updates.

- b) He also enquired as to whether PTC had any advice on the status of the abandoned naval buildings (Hardy Block) in Castletown as they were regularly being called to site. The Chairman advised that a letter had been sent to Comer Homes regarding anti-social behaviour on site, but that Comer Homes had responded stating that they did not believe that there was an issue.

The Chairman advised that a letter was due to be sent to Comer Homes regarding the caterpillar issue and the eradication of such and this would also be mentioned in that letter.

Action: with the Clerk to re-raise the issue of anti-social behaviour in the letter to be sent regarding the caterpillars.

- c) Cllr Thurston raised the issue of graffiti on the Island and the increase seen recently. PC Bool asked that photographs be taken and forwarded to him, following which he would take them to the Academy and see if the perpetrator could be recognised.
- d) Cllr Hughes also mentioned that Cllr Parkes had been trying to get an abandoned caravan on Castle Road removed. He asked if it was possible for PC Bool to add any help that he could.
- e) The Chairman raised the issue of the recent spate of car vandalism in Ventnor Road and was pleased to inform PC Bool that an email from Inspector Gosling had been received which had provided assurance that this had been an isolated incident.
- f) Cllr Cocking asked PC Bool whether he was aware of any anti-social behaviour in Easton Gardens. PC Bool responded that he was aware of this and had increased patrols in the area to try and alleviate the issue; although he added that he was aware of who the culprit was.
- g) Cllr West wished to mention the 'county lines' issue, being concerned that the issue was creeping towards Portland. PC Bool advised that the county lines officers were concentrating on Weymouth, but he was aware that gangs were looking for other places; that said, he still believed that Portland was a relatively safe place to live, and certainly safer than other areas. He added that the team on Portland were soon to be augmented with another PC, PC Billy Taylor who had experience of county lines and provided re-assurance that any incursion onto Portland would be detected and highlighted.

3975. Presentation by Cllr Cocking – Dorset Council Plan

Cllr Cocking provided a presentation to the Councillors on the generation of the Dorset Council Plan (See Annex A to these minutes). She explained that there were two packs one for Councillors, for them to onward brief their ward residents and one for members of the public. She advised that copies of the presentation would be available at the Council Offices and Easton Library. She encouraged everyone to review the presentation and to provide feedback.

3976. Democratic Public Half Hour Open Forum

- a. Sarah-Jo Boyle – wished to speak in support of Agenda Item 14 – Plastic Free Portland. She explained that Lyme Regis, Wimborne and Dorchester had all achieved plastic free status and was pleased to see that action was now being considered by Portland. She urged PTC to support the proposal and to pick up the fight against plastic waste; asking that they aid the fight to kick the addiction on single use plastics. She asked that the Council consider simple actions, such as swapping plastic straws for paper; believing that together there was a real opportunity to make a difference.

The Chairman thanked Sarah-Jo Boyle and advised that the matter would be discussed further at that point of the agenda.

- b. Susanna Aldridge – spoke regarding a project to bring a skate park back to Tophill, as she felt that there was very little for the older children at Tophill. She was aware that there had been a skate park at Tophill and wished to re-instate such a facility, although recognised that as the market now used that area it may not be feasible but felt that Weston Playing Field or the Grove might be suitable alternatives. She explained that she had details of organisations available to help design and finance such a project and was seeking advice and support from the Council in progressing this project.

The Chairman asked the Play Parks Brief Holder (Cllr West) to respond. In her response she stated that she recognised that there were a growing number of families with children on Portland and fully supported the idea of such a park. She felt that the first action needed to be the identification of a suitable site and then have a site survey undertaken to confirm it's suitability. Cllr Roper (Green Spaces Brief Holder) added his support to the project and agreed that there were areas on Portland that would be suitable. Cllr Thurston reminded the meeting that the cost of the skate park Underhill had been in the region of £250k. The Chairman also reminded the meeting that there was a requirement on the developer of the old Royal Manor School to provide a sporting facility to replace the loss of the tennis courts, this as a consequence of the school being re-developed, and felt that this was an avenue worth pursuing. Cllr Thurston requested that Mrs Aldridge put the request in writing and send it to the Clerk.

- c. Mr Vincent spoke requesting that consideration be given to the re-instatement of a drinking fountain in Easton Gardens. He explained that a site visit had been undertaken and a new location identified. He requested assurance that this request be taken into account for any future plans for Easton Gardens especially in light of the Councils consideration of a Plastic Free Portland. Cllr Hughes commented that Wessex Water provided support for organisations who wished to install water fountains. The Chairman reminded the meeting that as the land was owned by Crown Estates, that they would also need to provide their permission. The Chairman re-assured Mr Vincent that the issue of water fountains was being progressed and that he would ensure that Mr Vincent was kept updated of any developments.

- d. Hannah Sofaer spoke regarding the next phase of the Memory Stones; scenes around the stones and asked for representatives from PTC to be involved with this second phase. She went on to explain that over the last thirty six years the organisation (The Sculpture Trust) responsible for the memory stones had been involved with cultural projects and economic growth of the Island and had been responsible for over 2,000 people a year visiting the Island to attend courses etc. She introduced Bill Beech who as an executive of the Trust who explained that he had a long connection with Portland and the Sculpture Trust was keen to ensure that the focus of heritage and specifically the quarries continued. He felt that Portland was uniquely placed to understand some of the current issues with climate, environment and ecological change and wished to support and promote the Sculpture Trust and the transformative possibilities of art that was key to the ethos of the Trust's culture.

Cllr Draper responded that Cllr Nowak had really been the focal point on developing a relationship with the Sculpture Trust and in losing Cllr Nowak that focal point had been lost and as such he was keen to redress the loss of that focal point. The Chairman asked for volunteers and Cllrs Kimber, Thurston and Saunders responded.

It was resolved that Cllrs Kimber, Thurston and Saunders be PTC representatives of the Sculpture Trust.

3977. Chairman's Update

The Chairman reported the following:

- a. The Memorandum of Understanding under which the Council manage the services transferred from Weymouth Town Council has been extended to the 31st March 2020. He added that he was hopeful that by that time all the legal work to finally transfer the assets would have been completed.
- b. He, Cllr Cocking (the Mayor) and the Assistant Town Clerk had met with a German representative of the Holzwickede twinning association who was visiting Portland. The Chairman felt that the meeting had been beneficial and had allowed for an informal discussion on the reasons that PTC had decided to remove themselves from the twinning agreement following the split from Weymouth Town Council. Cllr Kimber requested that the decision to move away from the twinning agreement be re-visited. Cllr Hughes advised that the decision to re-visit the decision could not be made for a period of 6 months (as per standing orders). However, as the decision was made in May 2019 the six months would be up in November 2019.

Resolved that the issue of twinning with Holzwickede be added to the November agenda for further discussion.

- c. A request had been received from one of the long-standing tenants that they have use of the Studio on a Wednesday evening. This would mean that the Planning Meetings normally held on a Wednesday evening would need to be moved to a Thursday. Following a vote, which returned a unanimous agreement, it was resolved that from November the Planning meetings would be held on a Thursday.

Resolved that all future Planning and Highways Meetings be held on a Thursday evening.

- d. The Chairman advised that the Clerk has suggested that Full Council Meetings be reinstated in August and December. The rationale being that the meeting following a two-month gap was, by necessity extended to cover an additional number of items. Cllr Cocking added her support to the proposal stating that with the increase in precept and the increased number of payments, meant that the gap between committees able to authorise payments and financial commitments was too great.

Cllr Cocking proposed that the decision be deferred until January when the meeting dates for the following year are agreed.

Resolved that the re-instatement of the August and December Full Council Meetings be reviewed in January 2020.

3978. Town Mayor's Announcements

- a. The Mayor provided a brief update on the events undertaken during the last month (see **Annex A** to these minutes).

3979. 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 then asked the meeting if they were content to accept these reports without further discussion?

It was resolved to accept this report without further discussion.

3980. Financial Matters

- a. Payments for Authorisation – A list of payments totalling £36,031.33 for payments to be authorised to 16th October 2019 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.

- b. Payments for Pre-Approval – pre-approval was sought to commit £379.40 for the service and repair of the cylinder mower.

Authorisation of the proposed pre-approval was unanimously agreed.

- c. Second quarter financial budget report (copy at **Annex C**). Cllr Draper advised the meeting that the percentage precept spend, at the end of September 2019 (the six-month point), sat at 36.54% although there were certain commitments that were yet to be shown in the accounts and which would increase that number, but not take it beyond the 50%. He felt that there was work to be done to increase the Reserves to bring them up to the NALC recommended levels, but given the increase in precept recognised that this could not happen immediately and would take some time. Cllr Draper proposed that the accounts be accepted as a true and accurate record and ratified as such. This was proposed by Cllr Draper and seconded by Cllr West. The Chairman thanked the Finance Officer for producing the report.

Resolved to accept the second quarter financial report as a true and accurate record.

3981. Plastic Free Portland

Cllr Harpley proposed that the Council lead by example by removing single use plastics from the Portland Community Venue. She recommended that the initiative be Councillor lead and that an audit of the PCV be undertaken to facilitate future action. A vote was taken to determine whether the initiative should be adopted with a unanimous decision being returned.

It was resolved to support the plastic free Portland initiative with Cllr Harpley taking the lead.

3982. Weymouth Beach and Promenade Deck Chair Concession

The Chairman advised the meeting that from next financial year it was Weymouth's intention to charge PTC to be part of the deck chair concession. He stated that from what he remembered from a previous meeting a figure of circa £1,000 per annum had been mentioned. Cllr Draper suggested that before making a decision it would be useful to ask the residents of Portland. The Chairman advised that he would put an advert in the Free Portland News, asking that people who are interested in continuing with the concession register an interest with PTC. A decision will be made once the numbers of interested people are known.

3983. Exclusion of Press & Public (discretionary)

There were no matters to discuss.

3984. Date of Next Meeting

The Committee's next meeting is scheduled to take place on Wednesday, 13th November 2019 at the Portland Community Venue at 7.00 pm.

The meeting ended at 20.55 hours.

Signed Dated.....
Chairman

Mayoral and Dorset Councillor Update

I would like to thank Atlantic Academy and its Year Seven pupils and their staff for inviting us to the school on Thursday 10th October. The presentation about Democracy was well received by the pupils ,they asked us lots of very diverse questions ranging from what would happen if the council ran out of money ! to climate change and also could they have a skate park up Top Hill .We are going to do some more work with the pupils ,they have a climate change group ,so the plan would be that our Climate Change working group would hold one of their meetings at the school with their group ,and see what the pupils main concerns are ,and we could all work on a project together. Eventually my aim is to set up a Youth Council with the school, the pupils were very interested in this idea. A meeting with some of those pupils and Mr Dawson Deputy Head is being arranged. I will keep you updated on the progress of this.

Wyvern Credit requested at our last meeting for volunteers for their service on Portland ,we also posted it on our Facebook page as well .After only three days I had a phone call to say that they had received enough people who would like to volunteer .It goes to prove that when asked for help the people of Portland respond in a positive way.

On Sunday 13th October I was invited to give out the prizes for the 35th IOPHT Trust Photographic Competition ,Wow if you have never been to the exhibition I would say you must go, they had over 500 entries ,the pictures are stunning and very varied from traditional land and sea scenes ,to wildlife ,it just goes to show what a beautiful Island we live on ,and the diversity of its nature and wildlife .

Remembrance Service is on Sunday 10th November at 10.50am for 11.am start at the Portland Cenotaph. After this there is another ceremony at 12.30pm in Victoria Gardens at the American Memorial.

My Mayors Christmas Carol concert will be held on the Sunday 8th December at 3.30pm at Easton Methodist Church, Easton, all are welcome, there will be some traditional Christmas carols, but there will be also a few surprises!

Dorset Council Update

Dorset Council is developing its first Council Plan since its unitary on 1st April 2019. Dorset Council will publish its first plan in 2020. This will set out their ambitions for 2020 – 2024 following local government reorganisation of the 6 previous councils. Dorset Council Councillors and Senior Leaders have drafted 5 priorities and are seeking your views during Autumn 2019. This is your opportunity for you to have a say on what their priorities should be for the next 4 years. The draft priorities are:

1: Economic Growth. Enhance Dorset as a place to do business and attract inward investment.

2: Unique Environment. Deliver services in a way that protects and enhances our natural, historic and cultural environments

3: Suitable Housing. Develop appropriate, affordable and sustainable housing maximising the use of council-owned assets

4: Strong, Healthy, Communities. Aim to increase people's healthy life expectancy and reduce differences between areas

5: Staying Safe and Well. Support adults to live independently in their own homes, and when this isn't possible, provide high quality care.

These are just some of the examples that Dorset Council aim to provide to its residents.

Dorset Council have a vision to make Dorset a great place to live work and visit and they are seeking your views on how best to do it .To view the draft plan go to the Dorset Council website and search "Dorset Council Plan", alternatively we will have some paper copies for residents to read and comment on at our council offices Three Yards Close, Fortuneswell . I will also leave some

copies at the Library in Easton. The document is only 11 pages, so please can you take the time to read it and give us your comments at www.dorsetcouncil.gov.uk/dcplansurvey or via your local councillor

Thank You

Cllr Susan Cocking

Email: cllrsusan.cocking@dorsetcouncil.gov.uk

Mobile 07830971934

Portland Town Council Payments October 19				Annex B to Full Council Minutes Dated 16th October 2019																							Minutes			
PV	Payee Details	Chq	Amount	Payroll	Toilets	Green Spaces	Equipment	Professional Fees	Car Parks	Adverts	Grants	Audit	Hall Hire	Insurance	Facilities	Civic	Elections	Events	Projects	Training	Museum	Webite	Bank Charges	PCV	Burial	VAT	Reserves	TOTAL		
300	Toshiba	DD	51.87												43.22												8.65	E	51.87	
301	Weymouth Town Council	BACS	31.50			26.25																					5.25	E	31.50	
302	Npower	DD	86.81			41.63														41.05							4.13	E	86.81	
303	Chris Grayston	BACS	991.00						991.00																				E	991.00
304	The Garden Duck	BACS	840.00			840.00																							E	840.00
305	Munstys	BACS	2,131.59																								2,131.59	E	2,131.59	
306	WebbCo	BACS	90.00			90.00																							E	90.00
307	Ross Sutherland Ltd	BACS	154.80		129.00																						25.80	E	154.80	
308	PKF Littlejohn LLP	BACS	1,200.00					1,000.00																			200.00	E	1,200.00	
309	Zen Internet	DD	50.40												42.00												8.40	E	50.40	
310	Consortium	BACS	63.61												53.00												10.61	E	63.61	
311	Osprey Leisure Centre (CIL)	187	5,000.00																							5,000.00	E	5,000.00		
312	Wicksteed	BACS	64.01			53.34																					10.67	E	64.01	
313	DM Payroll Services Ltd	BACS	69.00					69.00																					E	69.00
314	SWIT	DD	90.00					75.00																			15.00	E	90.00	
315	Community Venue	BACS	250.00										250.00																E	250.00
316	DAPTC	BACS	80.00																		80.00								E	80.00
317	VOIP	DD	31.70												26.42												5.28	E	31.70	
318	Ellis Whitham	BACS	1,830.00					1,525.00																			305.00	E	1,830.00	
319	Royal British Legion	188	50.00												50.00														E	50.00
320	Eagle Plant	BACS	124.44																							103.70	20.74	E	124.44	
321	Albion Stone Restoration Ltd	BACS	948.00																	790.00							158.00	E	948.00	
322	Wex Europe	DD	62.71			52.26																					10.45	E	62.71	
323	Pipefix	BACS	449.96		374.97																						74.99	E	449.96	
324	Dorset Waste Partnership	DD	331.62			268.60									63.02														E	331.62
325	South Coast Garden Machinery	BACS	89.29			74.41																					14.88	E	89.29	
326	G Crook and Sons	BACS	420.00																							350.00	70.00	E	420.00	
327	Google	DD	4.14																						4.14			E	4.14	
328	Ellis Whitham	BACS	23.79					23.79																					E	23.79
329	Artsmiths	BACS	18.70							18.70																			E	18.70
330	Screwfix	VISA	85.43			71.20																					14.23	E	85.43	
331	Toolstation	VISA	119.72			99.76																					19.96	E	119.72	
332	Lynch Lane (Sep)	VISA	36.00			30.00																					6.00	E	36.00	
333	Fleur Graphics	BACS	28.00													28.00													E	28.00
334	Fleet Lease Services Ltd	BACS	2,196.00				1,830.00																				366.00	E	2,196.00	
335	Staff Salaries	BACS	8,104.22	8,104.22																									E	8,104.22
336	HMRC	BACS	2,404.69	2,404.69																									E	2,404.69
337	DC Pensions	BACS	2,916.31	2,916.31																									E	2,916.31
338	G Crook and Sons	BACS	480.00																										E	480.00
339	D&B Mechanical	BACS	114.00												95.00												19.00	E	114.00	
340	Teleshore Ltd	BACS	1,728.00																										E	1,728.00
341	OHE Horticultural Ltd	VISA	160.07			145.70																					14.37	E	160.07	
342	Wex Europe	DD	144.35			120.29																					24.06	E	144.35	
343	Boston Bulb Company	BACS	441.60			368.00																					73.60	E	441.60	
344	British Heart Foundation	189	600.00												600.00														E	600.00
345	Portland Stone Firms	BACS	299.00			299.00																							E	299.00
346	Susan Cocking	BACS	500.00													500.00													E	500.00
347	Anna Hall	BACS	45.00												45.00														E	45.00
	Totals		36,031.33	13,425.22	503.97	2,580.44	1,830.00	2,692.79	991.00	18.70	0.00	0.00	250.00	0.00	1,017.66	528.00	0.00	0.00	831.05	80.00	0.00	0.00	0.00	0.00	4.14	2,293.70	1,853.07	7,131.59	E	36,031.33
			Amount	Payroll	Toilets	Green Spaces	Equipment	Professional Fees	Car Parks	Adverts	Grants	Audit	Hall Hire	Insurance	Facilities	Civic	Elections	Events	Projects	Training	Museum	Webite	Bank Charges	PCV	Burial	VAT		TOTAL		

PORTLAND TOWN COUNCIL
2nd QUARTER BUDGET REPORT
FINANCIAL YEAR 2019/20

Prepared by Mr Wayne Lewin

Responsible Finance Officer

16th October 2019

Overview

The second quarter has been one of consolidation. The Precept sits 13% below budget (£49K). Cash flow remains high although general reserves sit below NALC recommendations. This is of no concern as these reserves are to be built up over next couple of years.

Total income and expenditure at end of 2nd quarter

Income	£ 363980.58
Expenditure	£ 156954.29

2nd quarter income and expenditure

	2 nd quarter	1 st quarter
Income	£ 118249.48	£ 245671.10
Expenditure	£ 68025.78	£ 89032.53

2nd quarter Precept income and expenditure

Income	£ NIL	£ 181300.00
Expenditure	£ 57715.23	£ 74919.11

Percentage Precept spend to 30 September 2019	36.54%	20.66%
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Notes to account

The second quarter saw a one-off receipt of £93K from Dorset Council. This has been prorated into the reserves.

VAT rebate for Q1 has been received.

The equipment cost centre has pre-approved expenditure of £20K against it.

Budget variances

Facilities budget is 4.83% overspent, mainly due to one off cost of business rates.

Summary

Cashflow sits at £ 275452.97 with the general reserve at £ 120670.40

Debtors sit at £ 1792.50 of VAT along with burial fees of £ 3340.00

Allsorts have prepaid Q3 (£1965) which are included in these figures

Business rate bills received for LGR £ 17086.80 which are on hold until 01 Nov 19