

PORTLAND TOWN COUNCIL
TOWN COUNCIL MEETING
HELD ON WEDNESDAY 13TH NOVEMBER 2013

PRESENT: Councillors L. Ames (Chair), Mrs R. Barton, A. Matthews, Miss A. Munro, T. Munro, R. Nowak and R. Wild.

IN ATTENDANCE: Ian Looker (Town Clerk), Rev. T. Gomm (Mayor's Chaplain), and Paul Derrien (Weymouth & Portland Borough Council).

2487 – PRAYERS

The Mayor's Chaplain led the meeting in prayer.

2488 – APOLOGIES FOR ABSENCE

Apologies were received from Cllrs. Mrs S. Bradley, R. Denton-White, R. Hughes, Mrs E. Munro-Price, I. Munro-Price and Mrs S. Reynolds, together with Cllr. Paul Kimber (Weymouth & Portland Borough Council and Dorset County Council).

2489 – DECLARATIONS OF INTEREST

There were none.

2490 – OPEN FORUM

a) Police Question Time

There were no members of the Police present.

b) Public Half-Hour

There were no questions or comments.

c) Reports from Borough and County Councillors

There were no reports.

2491 – EMERGING LOCAL PLAN

Mr Derrien gave a presentation on the exception site policy for affordable housing within the new Local Plan. Points that were mentioned included the following:-

- Portland has 377 on the waiting list, all living within the Borough.
- A consultation on the Local Plan will take place shortly.
- The Plan will give the opportunity to have exception sites entirely for affordable housing, normally between ten and twenty units, with due planning safeguards.
- This policy already operates in West Dorset.
- The Borough is seeking to identify suitable sites, "taking the community with you."
- No "market houses" will be included in the schemes.
- "Local connection" criteria can be included as conditions in a scheme. West Dorset have used eligibility by parish.
- The Borough would not be prescriptive in setting criteria, but would look to the Town Council to assist in the process.

Cllr. Matthews suggested the Neighbourhood Plan could be of use by influencing where development might take place. Mr Derrien spoke of community land trusts that have been formed in other areas which would own development land with the aid of grant funding from the government and lease it to a housing association, thereby engaging with the local community.

Cllr. Ames queried that there were still some empty properties in what had been the Olympic village. Mr Derrien said some of the houses there were rented, others in shared ownership but he undertook to provide an answer to the particular question.

Cllr. Ames asked whether any limit had been set to the number of houses that could be built on the Island. Mr Derrien replied not to his knowledge.

Mr Derrien said his section in the Borough intended to work in conjunction with the Portland Neighbourhood Plan and agreed to provide information papers for the Plan Working Group.

Asked how a community land trust originated, Mr Derrien said it could be a group of people or a local council. The trust can own more than one site and the system can also be applied to shops and public houses. He instanced the Wessex Community Land Trust as one body which could provide guidance on the subject.

2492 – ORDER OF BUSINESS

It was proposed by Cllr. Tim Munro and **RESOLVED** – that Agenda Item 13 – Replacement Flagpole and Flag be taken with Item 10 – Financial Matters.

2493 – MINUTES OF THE TOWN COUNCIL MEETING HELD ON 16TH OCTOBER 2013

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

2494 – MINUTE UPDATE AND MATTERS ARISING FROM THE MINUTES Minute 2473 – Town Mayor’s Announcements: Tophill West By-Election

Cllr. Tim Munro said he had been told that polling cards had been printed, when in fact they would now no longer be needed. Cllr. Wild declared an interest.

2495 – TOWN MAYOR’S ANNOUNCEMENTS

There were none.

2496 – WRITTEN QUESTIONS FOR THE MAYOR

There were none.

2497 – FINANCIAL MATTERS

a) Payments for Authorisation

Firstly the Clerk produced a revised schedule for October. The original schedule had listed one payment with a space present instead of a decimal point, which meant it had been excluded from the totals. **RESOLVED** – that the revised schedule in the sum of £4,592.02 be authorised.

Cllr. Tim Munro referred to the grant payments in the November schedule and suggested that grant cheques not be issued until the work involved had been carried

out and proof furnished. This was contested for how it would apply to cases such as the grant made for Brownies to go on pack holidays.

RESOLVED – that the schedule of invoices (cheque refs. 2933, 2952 – 2969) in the sum of £3,938.77 including VAT be authorised for payment.

b) 2013/14 Financial Report to 31st October 2013

Cllr. Tim Munro queried the Projects budget figures and in particular the projected expenditure figure of £7,800. The Clerk explained that he had allowed for some Projects money to be spent on the Island Caretaker and assumed that part of the remainder would be spent before the end of the year.

It was proposed by Cllr. Amanda Munro and **RESOLVED** – that £3,000 be vired from Contingency to Elections and £8,500 from Projects to Island Caretaker.

Cllr. Matthews advised that the actual expenditure on the Website was likely to be less than the projected figure of £1,850 because part will be incurred in the next financial year.

c) Replacement Flagpole and Flag

Cllr. Nowak explained some background to the Council Offices building and thought it likely that the Borough will make a decision on the future of the building by February next year. He therefore proposed and it was **RESOLVED** – that the issue of a flag and flagpole be brought back to the Council at that time.

It was proposed by Cllr. Matthews and **RESOLVED** – that Cllr. Paul Kimber be asked to pursue the issue of the Town Council's offices with the Borough Asset Management Group.

2498 – REVIEW OF COUNCIL STRUCTURES

Cllr. Nowak opened the debate by speaking to his agenda report. He said he was willing to withdraw his original suggestion that one member should chair both the Planning and Marine & Environment meetings. He stressed the importance of Planning members giving a week's notice if they were unable to attend.

It was proposed by Cllr. Tim Munro and **RESOLVED** – that the Planning Committee should consist of seven members.

It was proposed by Cllr. Tim Munro and **RESOLVED** – that the Finance & Resources Committee should manage the approved budgets and authorised expenditures, as well as all personal issues.

It was proposed by Cllr. Tim Munro and **RESOLVED** – that the Council's Sub-Committees should have the possibility to include co-opted members.

It was proposed by Cllr. Tim Munro and **RESOLVED** – that because of the delegated powers of the Finance & Resources Committee a call-in procedure is required. According to that procedure any two members can call in the authority of the Committee to make a particular decision. The Town Council is then required to agree whether or not the decision is against published Council policy or outside of its published budget.

It was proposed by Cllr. Wild and **RESOLVED** – that the Chair of the Marine & Environment Partnership may be any elected member of the Council.

It was proposed by Cllr. Nowak and **RESOLVED** – that the substantive report, “Review of Council Structures,” be adopted in its entirety, except where modified by any of the resolutions listed above.

It was agreed that the item be brought to the next Council meeting with a draft list of Standing Orders that will need to be modified as a result of the decisions taken above.

2499 – MINERALS

The item concerned the reintroduction in some form of a minerals committee, probably to include representatives of the two local stone companies and local authorities responsible for the Island.

It was proposed by Cllr. Barton and **RESOLVED** – that the item be deferred.

2500 – NEIGHBOURHOOD PLAN WORKING GROUP MEETING, 6TH NOVEMBER 2013

Cllr. Barton reported that the first meeting of the Working Group in its new role and composition take place on 6th December 2013 at Osprey Quay.

Cllr. Tim Munro expressed concern that the Borough’s Management Committee at its November meeting had agreed to pass on to the Town “up to 50% of the money received from central government for its Neighbourhood Plan subject to at least 50% match funding from local sources and explanation. Especially he wondered whether the Town Council could afford to see the Plan through to a conclusion.

Cllr. Tim Munro then turned to the breakdown of Council expenditure on the Plan, particularly the £228 spent on staff overtime. He thought the Clerk should provide an analysis of how that sum had arisen.

It was proposed by Cllr. Tim Munro and **RESOLVED** – that the agreement to pay staff overtime for work on the Plan cease until an explanation had been provided.

RESOLVED – to accept the recommendations of the last Working Group meeting:-

- a) that the name of the Neighbourhood Plan Working Group be changed to Neighbourhood Plan Management Group
- b) that a new Group be constituted, consisting predominantly of members of the public, and named Neighbourhood Plan Working Group, to draw up a Neighbourhood Plan for the Island
- c) that Mr Paul Weston’s quotation to provide planning consultancy services in connection with the Plan for the sum of £5,500 be accepted

2501 – EXTRAORDINARY ITEM: ISLAND CARETAKER

The Chair agreed to take an additional item, a report by Cllr. Barton on the Island Caretaker, which she presented.

Arising from the report it was agreed that the Council purchase two black polo shirts for the Island Caretaker, inscribed similarly to his hi-vis vest and that the Mayor be included in a photocall with the Caretaker an article in the Echo.

2502 – REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES AND VOLUNTARY POSTS

This item was not taken

2503 – DATE OF NEXT MEETING

The next scheduled meeting of the Town Council is due to take place on Wednesday, 18th December 2013, starting at 7.00 pm.

The meeting ended at 10.10 pm.

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