

Minutes of the Town Projects Committee meeting held on Monday 20th January 2014 at 7pm in the Old Courthouse, Jaycroft Road, Burnham on Sea.

Present Cllr M Clarke, Cllr T Nicholls, Cllr N Jones OBE, Cllr Mrs P Burge, Cllr Ms Lawson
Cllr M Mansfield,
Mrs D Emery – Town Clerk, Mrs L Williams – Deputy Clerk

01/14/TPC Apologies and Declarations of Interest

Apologies were received and accepted from Cllr Miss Parkin. There were no declarations of interest.

Mr Mike Murphy spoke to the meeting on the Tesco 106 Project

- He called on the Town Projects Committee to be the Action Centre and the lead for this public realm project, and to retain full control over the funds for this project.
- To get active on generating footfall, events, new business interest, social interaction and local business networking events. Canvassing new businesses to set up in the town – links with other towns in a similar position such as Shepton Mallet, Frome would be useful.
- He suggested that the post of Town Centre Manager could be a newly qualified graduate in Tourism Development, Event Management, Media and Marketing – suggests a local person.
- Mr Murphy gave the committee examples of a Management by Objectives System that has been used for years in a local educational establishment.
- He re-affirmed his support and would help in any way that was required to push this project forward

7.15pm Cllr Young entered the meeting

02/14/TPC Cllr Jones said that Mr Murphy would be encouraged to hear that the working party has presented notes of their meeting in December to this meeting. Item 3.1 on the agenda

Members NOTED the notes from the Working Party meeting held on 12th Dec 2013. The projects covered in the notes were:

- Resurfacing of events area & pavements
- Street Lighting
- Hanging Basket Columns
- Finger Posts

The Clerk informed the meeting that the working party notes would be put on the Town Council Website.

03/14/TPC Members NOTED the letter from the Chamber of Trade.
Cllr Clarke gave an overview of the proposed timeline for employing a Town Centre Manager; interviews would be end Aug/ early Sept ready to take up post mid to late October. He invited comments from the committee.

- Cllr Jones wanted to discuss the points raised in the letter as he felt some response to the offer, made in the letter, was required.
- There was concern over the line management of the Town Centre Manager but in particular the financial management as this had been given to the Town Council.
- Clarification from the Clerk was sought concerning the agreement with SDC

- The Clerk advised the committee that the agreement with Sedgemoor District Council was for the Town Council to administer the financial aspects of the project. The District Council's Executive committee had agreed the works within the project and the Financial Director at Sedgemoor had agreed with the Town Council how the money would be called off. As the RFO it was the Clerks responsibility to account for all the money coming in for the project, to ensure all expenditure was within, not only the agreement with Sedgemoor but also within the powers of the Town Council and acceptable under the Financial Regulations. Under the proposal put forward by the Chamber of Trade, these controls would not be possible.
- A new bank account would have to be set up for this money to be accounted for separately and would be covered by the same financial regulations and risk management as the existing Town Council accounts. The same guarantees would not be available if the Town Centre Management was outsourced.

The Chairman invited Alex Turco from the Chamber of Trade to address the committee.

Alex said if the Chambers' suggestion was not consistent with the SDC agreement of overall responsibility, then they would concede, as the Chamber was more concerned about getting projects moving than who does what. However they felt that mid to end of October was too late in the year for someone to be employed and get projects moving, with some completed by the Spring of 2015. He suggested a compromise - that the Chamber would be happy to withdraw the letter but would like the committee to re-look at a shorter timeline for the employment of the Town Centre manager and work closely with the Chamber of Trade to deliver the projects already identified.

The Chairman agreed to take this proposal back to the Chair of Staffing and the Chair of Council, as his proposed timeline had been formed from discussions at a meeting with them. Cllr Clarke hoped to be able to raise the matter with them before the Town Council meeting on 3rd February so that a decision can be made at that meeting, and he would inform the Chamber of Trade of any proposals for timeline agreed, before the 3rd Feb.

Alex Turco asked if it could be made public how much the Town Project Manager was being paid for his work. The Clerk responded that it had not been minuted, but was not expected to exceed a third of the £60,000 budget. However there was some flexibility within that figure as the Project Manager was delivering 50% of the projects proposed, and the amount of work required to do this had not been known at the time of the appointment. Paul Martin Associates had already put in a lot of work for the project and charges so far were within agreed amounts.

04/14/TPC Update by Cllr Jones on Marine Cove Gardens

- 2 seats on the outside wall of the gardens have been vandalised beyond repair.
- The flowers were good but need attention after about 6-8 weeks
- The wrong type of grass was laid – it looks very poor
- The statue in the pool was not of a figure the councillor recognised
- The water in the pool could have been a bit clearer
- The previous vandalism is assessed to be approximately £11K worth of damage

- The church has put up an information panel which is very informative about the gardens
- Future plans – to hold an event to commemorate the 70th year of HMS Burnham

There was a discussion concerning the seating and what monies were available in the budget to purchase seats. The Tesco 106 project would deliver 4 seats, but Cllr Jones thought the damaged seats could be replaced from the Town Council's budget.

ACTION The Clerk was asked to find out the costs of setting 2 seats into concrete with wooden slates over the top. Policy & Finance Committee would then be asked for the money out of their budget to finance the purchase.

The Clerk would bring to the Town Council meeting on the 3rd February, the amount available in the current budget and Earmarked Reserves for seating.

05/14/TPC To consider a report on the new Residents Guide to be published in March 2014

Members NOTED the report on the Residents Guide 2014/15

Cllr Nicholls having had an involvement in the previous issue and knowing the work is very time consuming, he suggested that option 2 was chosen. All agreed that where possible the photos were to be replaced with new ones.

Cllr Young asked that the guide recognised the Oaktree Arena as having the world champion speedway driver. The Clerk pointed out that the Oaktree Arena was not in our parish.

ACTION Members asked the Clerk to write to Debbie Hancock to invite her to write a short piece on the success of the speedway winning the championship and to include a picture of the Mayor aboard the processional bus in Burnham & Highbridge, also to contact the family of Liam Phillips – Olympian, asking for a short article and to include a picture.

Members all AGREED that the office staff update the guide where possible with the items that have been identified in option 2

06/14/TPC To consider the LED lights on the Esplanade

These lights are to replace the festive lighting along the South Esplanade. Members thought the 3 sets of LED lights on trial need to be brighter as they don't produce much light, but have the potential to look good. The lights will be in addition to the ordinary street lights on the roadside.

ACTION Members asked the Clerk to contact SDC to see if brighter lights could be obtained.

07/14/TPC To consider Carnival road closures and organisation of the event in preparation for Carnival 2014

Members were reminded that for Carnival 2013 the B3140 (Queen Drive) was completely closed, including turning left into Stoddens Lane – until the owners of Home Farm Caravan Park complained and access was given to & from the site. This was the first time in all the years the Carnival has been in Burnham that

Stoddens Lane has been closed. The reason given was that lorries would cause problems going over the bridge.

SDC are agreeable to mediate between the Police, Highways and the Carnival Organisation.

ACTION Members asked to have this as a Town Council agenda item for further discussion.

07/14/TPC Other Matters

ACTION Members AGREED that the Clerk should advertise for nominations for this year's Civic Award.

ACTION It was asked that Christmas Lights Competition is put on the next agenda – many residents were unaware of the completion even though the Council had put a ¼ page advert in the local press and it had been advertised on Burnham-on-Sea.com

08/14/TPC Date of next meeting

Members agreed that the next meeting of this committee would be on Monday 17th March 2014

There was no other business and the Chairman closed the meeting at 20:10hrs