

**Minutes of the Town Projects Committee meeting held on Monday 9<sup>th</sup> June 2014 at 7pm in the Old Courthouse, Jaycroft Road, Burnham-on-Sea.**

Present: Cllr Clarke (Chairman), Cllr T Nicholls, Cllr N Jones OBE, Cllr Mrs P Burge, Cllr B Hancock, Cllr M Cox (ex officio),

Mrs D Emery – Town Clerk, Mrs L Williams – Deputy Town Clerk

26/14/TPC Apologies and Declarations of Interest

Cllr Miss Parkin (work)

There were no declarations of Interest.

Cllr Ms Lawson and Cllr Young were not present

Mr Higgs spoke at the meeting regarding a request for a seat on the bus stop on the Esplanade at the top of Regent St.

- There was a seat is at least 10 metres away, against the pavilion wall, but when using it you are sat with your back to oncoming traffic.
- The proposed seat would be required for the elderly as they couldn't get up quick enough from the existing seat in time to get to the stop & flag down a bus.

Cllr Mrs Burge stated it was discussed at the last meeting when members considered that because of the way the pavement narrowed at this point it was inappropriate to have a shelter and seat, and also as it was in a conservation area, a shelter would not be in keeping.

**ACTION**

Cllr Clarke suggested members go and have a look to see if there was room for a seat to be installed on the bus stop. This item was to be put on the next Town Projects Agenda.

Mrs Welland spoke at the meeting regarding the new 'Welcome to Burnham' Sign positioned on the grass verge opposite her house on the Berrow Road.

- The position of the sign – it is covered by bushes and tree branches
- The location of the sign was inappropriate as it is far too big
- The sign is not legible –the sign is at too much of an angle and the back of the sign also can't be read because of the angle
- Element of danger – drivers have to turn their heads to try and read the sign whilst approaching a busy junction

27/14/TPC Item 12 on the Agenda was discussed at this point, to consider the letters from Mrs Wrench and Mrs Welland on the 'Welcome to Burnham' sign.

The Clerk informed members that the sign had been made to a standard size, the same as the sign on the Queens Drive, but because of its size where it had been placed to fit it onto the verge the angle was acute. When it had been ordered it was believed it would be installed by the car park at the triangle at Berrow, however changes in Highway policy had meant asking Berrow Parish Council if it could be placed on their land and they had agreed the placement on the verge.

It was suggested that maybe this sign could replace the older sign on Queens Drive which is looking shabby & weather worn and a smaller sign for the Berrow Rd could be made that would sit square on to traffic at a right angle to the road.

**ACTION** The clerk was asked in the meantime to request that the bushes / tree be cut back away from the sign and to find out the cost of a smaller sign.

28/14/TPC Residents Guide

The Clerk informed members that the Guide had been delivered last week to the office. Hillview Carnival Club had been contacted to ask them when they could deliver the guides to all households in Burnham and Highbridge.

There was concern over the length of time this was taking as a few advertisers were not happy with the delays.

29/14/TPC Dog Fouling signs and bins

Members considered the stencil put forward by Mr Young. Questions were raised as to where/who would get them made, what material could be used, what size would they be, who would put them up and where would they go.

Members were informed that similar designed signs had been seen in Street.

**ACTION** The Clerk was asked to contact the Street Parish Clerk to see if they had any information about these Signs.

Members considered the request from Burnham & Berrow Golf Club for new dog waste bins and re-siting a dog bin from the entrance. SDC would need to be contacted to re-site the bin. This council would consider the purchase of a new bin and would also take on the cost of emptying the bin @ £2.46 x 3 times a week. Currently the council pay SDC circa £14,000 to empty the dog bins.

**ACTION** The Clerk was asked to contact the Golf Club to establish exactly where these extra bins were required as they may fall across the boundary into Berrow Parish.

30/14/TPC Members NOTED the e-mail from Bob Kondys at Sedgemoor District Council regarding road signs

31/14/TPC Update on the Tesco 106 Project

Members NOTED the e-mail between the Clerk, Paul Martin & Tom Dougall from SDC requesting that £120,000 be released in Oct '14 rather than in Jan '15 as the installation was further along the process than was anticipated at this time.

The Clerk read out a report from Paul Martin

Burnham in Bloom would not be able to supply planted baskets for all of the new brackets because of lack of resources (people to do them and maintain them).

It was suggested that some of the proposed columns could be used to hang promotional banners.

It was agreed to leave this suggestion for debate and decision at a future date.

It was asked if a firm date had been given when the road works were going to be started in the High Street. Cllr Jones wanted guarantees that this work would be started on a specific date i.e. 5<sup>th</sup> Jan, so the work would all be completed in time

for the elections. Cllr Nicholls suggested this was an unrealistic request and we should not be demanding that the work goes ahead for our electoral convenience. The Clerk informed members that SCC were scheduling this work to begin in January and are well aware of the short time-frame to have this work completed i.e. between January and March 2015.

**ACTION** Members asked the Clerk if she would seek written confirmation that this work had been scheduled to start in January 2015 by SCC Highways.

32/14/TPC Esplanade LED Lighting

The Chairman agreed to allow Nick Wetstone (sitting in the public gallery) to update members on the LED lights – the timings had not be adjusted to all the same reference setting and they are not working as agreed. Two of the lights need to have the lens cover taken off to make them brighter. Cllr Nicholls had been up to check the previous night and agreed they had not been adjusted and one light was still flashing quickly.

It was clarified that these lights are add on units and are not being supplied to replace street lights – they will there be to look pretty and give a certain amount of light for the pavement area.

**ACTION** The Clerk was asked to contact SDC to chase SSE as to why the lights are not conforming to the same fading speed.

33/14/TPC Job Description and Person Specification for the role of Town Centre Manager

Cllr Smout gave a detailed presentation to members. He informed members that he had been working on the Tesco 106 agreement before its inception in April 2013 when it was signed. This included identifying the need for a Town Centre Manager. He made it very clear that this was to be a completely open and transparent recruitment process. The main duties and responsibilities were scrutinised and there were only a couple of minor changes to the wording within the Job Description. Each Essential and Desirable of the Job Specification was also noted.

It was AGREED that once the amendments were done the committee was happy for the Staffing Committee to take over the rest of the recruitment process for the Town Centre Manager.

Cllr Jones asked what contingency fund was available for this Manager to work with. The Clerk informed members that within the original Project Costs and Assessment Document, £6k had been requested for initial set up costs e.g. computer also expenses e.g. travel costs to meeting etc.

34/14/TPC Talbot Close Play Area

Members considered the e-mail from Scott Mason – SDC on the three options put to residents, and the equal amount of local support given to each.

Cllr Mrs Burge said she had talked to a few residents about this and the feedback she had received was that they certainly didn't want a Community Garden as they believed there wasn't a 'Community' to use it. What they really wanted was for the area to be turned into a tarmaced car park as there was totally insufficient off road parking in the area.

The Clerk informed members that the park area is designated on the Local Development Framework as a 'Green Area' only – this can't be changed.

**ACTION** The Clerk was asked to respond to Scott Mason's e-mail by stating that this Committee had deep concerns in creating a Community Garden, because if was not well attended, it would soon look a mess and be a detriment to the area.

35/14/TPC Date of Next Meeting

Members NOTED the next meeting of this committee was to be held on Monday 21<sup>st</sup> July 2014 at 7pm at The Old Courthouse, Jaycroft Rd.

The meeting closed at 8.55pm