

**Minutes of the Town Projects Committee meeting held on Wednesday 25<sup>th</sup> May 2016 at 7pm in the Old Courthouse, Jaycroft Road, Burnham-on-Sea.**

Present: Cllr Young (Chairman), Cllr Burridge-Clayton, Cllr Mrs Keen, Cllr Tolley, Cllr Brewer was present as a non-voting councillor  
Alex Turco had registered to speak on matters concerning the Chamber of Trade  
Mrs D Emery – Town Clerk, Mrs L Williams – Deputy Town Clerk,

23/16/TPC Election of Chairman & Deputy Chairman

Cllr Young asked for nominations for Chairman. Cllr Mrs Keen proposed that Cllr Young be elected as Chairman, this was seconded by Cllr Burridge-Clayton. There were no other nominations and Cllr Young was duly elected.  
Cllr Burridge-Clayton proposed that Cllr Mrs Keen be elected as Deputy Chairman, this was seconded by Cllr Tolley. There were no other nominations and Cllr Mrs Keen was duly elected.

24/16/TPC Apologies and Declarations of Interest:

Apologies were received and accepted from Cllr Cox (unwell), and Cllr Ms Lawson (work)  
Cllr Ms Weavell was not present

Cllr Mrs Keen declared an interest as Sedgemoor District Council held the money for the Tesco 106

25/16/TPC Chamber of Trade business

Alex Turco addressed members to ask them to consider the following items for the next agenda:

**ACTION**

- High Street pavements and gratings – 32 faults were found, photos were presented. The Clerk informed members that Andrew Turner had been e-mailed last week, a meeting will be arranged.
- Lighting issues in Victoria St & Princess St. Both new lights have never Worked, problem to report as haven't been given a number yet
- Other Lights in Pier St. and Seaview Road not working. Columns No's 4,5,7,8,25,30 & 37
- Columns have been painted but bollards haven't

**ACTION**

Members asked the Clerk find out the costs of modern columns compared with Victorian Columns using LED lights

26/16/TPC Tesco 106 Project

**5.1** The Clerk started by giving the current financial position of the project and an outline of projects still to be delivered by the TCM.

Events and expenses agreed to come from the remaining budget of the TCM

Licence Cycle Hoops	£350
Aeroplane Champ	£1,000
Data Collection	200
Art Project Spray Jam	£2,000
Spray Jam voucher	200

Expenses	503		
Banner	£1,520	Art work	£300
Merchandising workshops	£2,000		
Art in Vacant Shops	£1,000		
Chase the Sun	£1,000		
Cycle Racks	£4,600	+ Installation	£250
Spring Clean	£1,750		
Roller Shutter balance	£1,563		
Bunting Installation 2016	£1,000		
Taking down & putting up bunting	700		

These items were AGREED by the committee

The Christmas events for 2016 were agreed in principle, but as the TCM would no longer be employed by the Town Council, the TCM was asked to report, how those events would be delivered, to the next meeting of this committee.

Frostival	£10,000
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o/s projects to come from the Public Relations Budget

Mag Advertising	800
School Flag Comp	£6,500
Destination leaflet	£5,000
Cross Street Iron Work	£9,000
Banners for Columns	£2,000
Frostival leaflet for 2016	£1,000
Frostival leaflet distribution	£1,100

It was AGREED by members that this would come from the Public Relations Budget and that the remaining £11k would be discussed at a later meeting.

**5.2** Members received an update from Becky Hewlitt on the Arts Project 'Burnham on Sea Spray'

- 50 Internationally recognised artists
- 13<sup>th</sup> & 14<sup>th</sup> August
- King Alfred 6<sup>th</sup> form students are involved with whole project
- Large stage to be outside Victoria, craft stalls, food & drink stalls
- Leaflet has been produced
- Have sought & received corporate sponsorship

**5.3** Members NOTED the report from the TCM on projects in hand and to be completed in the remaining part of her contract. There was some discussion concerning the future use of bunting and flags in 2017. This matter would be put onto an agenda for discussion at the end of the season.

**5.4** Members NOTED the feedback report on the Harley Davidson Event. Members felt that it had been a successful event for the town, with over 300 bikes attending.

**5.5** Members NOTED the report on the Trading Local project. They considered the proposal to use evaluation cards for future events that the Town Council supports.

**Recommendation** Cllr Burrridge-Clayton PROPOSED and Cllr Tolley seconded that Town Council consider the use of evaluation cards at events supported by the Town Council either through Town Projects or grant funded projects, Policy & Finance.

**5.6** Spray Jam – already covered in 5.2

**5.7** Members CONSIDERED the report by the TCM. David Eldergill was invited to the table to inform members of the use of art boards in vacant shop windows.

- Requires a hanging system and boards
- Equipment would be stored at his garage in the town centre
- Liaison with artists would be done by David
- David was the Visual arts Coordinator at the princess Theatre
- Responses from landlords have been favourable

Cllr Mrs Keen PROPOSED and Cllr Tolley seconded, and **AGREED** that £1,000 would be used out of the Tesco budget to establish this project

27/16/TPC Welcome to Highbridge sign

Members considered the replacement of Welcome to Highbridge sign on the A38 if travelling from Bridgwater and one directional signal to the station.

Cllr Burrridge-Clayton PROPOSED, Cllr Tolley seconded and it was **AGREED** that the Welcome sign would be the same design as that on the A38 on the East approach to Highbridge, but that the gold lettering font should be smaller so that it wouldn't impinge on the pictures. The Station directional sign was also **AGREED**.

**ACTION** Members asked the Clerk to enquire if the sign on the Queens Drive could be and covered over where it reads TIC, 'opposite Morrisons'

28/16/TPC Correspondence

Members considered the request for assistance with the acquisition of a Brown (tourist) to the club from the Avenue Tennis Club

- There are currently 3 white directional signs
- It is a private club
- Brown signs are usually only for attractions
- Refer to Policy & Finance as they could ask for a grant towards sign

29/16/TPC Loading bay on the Esplanade

**ACTION** Cllrs Burrridge-Clayton gave a verbal report on his and Ms Lawson's site visit to look at the practicalities of a Loading Bay on the Esplanade outside the Fish Bar. The Clerk was asked to write to Highways asking if a loading would be feasible on the east side of the highway.

30/16/TPC Project Coach

Cllr Burrridge-Clayton asked that the update he was going to give should be deferred and be added to the next Policy & Finance agenda as it was pertaining to a request for funding.

31/16/TPC Date of Next Meeting

Members NOTED the next meeting of this committee was to be held on Wednesday 6<sup>th</sup> July

Dates for diaries

AGM of the Chamber of Trade - Monday 13<sup>th</sup> June at 6pm at the Princess  
Armed Forces Day – Saturday 25<sup>th</sup> June

**The following being confidential Town Council business, it was Proposed by Cllr Mrs Keen and Seconded by Cllr Burr ridge-Clayton that members of the Press and Public were asked to leave in accordance with the Public Bodies (Admission to Meetings) Act 1960**

32/16/TPC Nominations for Civic Awards for 2016

Members considered the list of nominations for this year's Civic Awards.

There were 29 nominations for 23 candidates

There being no further business the Chairman closed the meeting at 20:45hrs