

Minutes of the Town Projects Committee meeting held on Wednesday 29 May 2013 at 6pm in the Old Courthouse, Jaycroft Road, Burnham on Sea.

Present Cllr Clarke (Chair), Cllr Jones, Cllr Ms Lawson, Cllr Miss Parkin and Cllr Nicholls
Mrs D Emery – Town Clerk, Mrs L Williams – Deputy Clerk

Cllr Harvey was present to give his report on the History Trail.

23/13/TPC Apologies and Declarations of Interest
Apologies were received accepted from:

- Cllr Burge (Holiday)
- Cllr Mansfield (Prior Engagement)
- Cllr Young (Family)

There were No Declarations of Interest.

24/13/TPC History Trail
Members considered the report from Cllr Harvey

The report informed the members that:

- The Town Council had agreed to fund £1,500 towards this project
- the Local History Group were running this project and making a bid for Lottery funding
- Heritage funding would be used to provide the booklet, plaques (with QR reader) and website. The website to be designed with the help of The Engine Room
- The website would remain the responsibility of the Local History Group
- Sites for the plaques have been identified but need to be consolidated and permissions sought from owners of properties

Cllr Harvey sought agreement from the committee on these recommendations:

- That the £1,500 be used for the Lottery Bid application
- The Town Council would purchase the signs
- The Town Council Handyman could put up the signs and maintain them
- This could be charged out as £10 per sign which would represent payment in kind
- The History Group would be asked to keep the Town Council updated on progress

Action To circulate Cllr Harvey's report to all committee members.

RECOMMENDATION

The Local history group would proceed with the lottery bid using the £1500 from the Town Council as seed funding.

25/13/TPC Town Clock Walling

Members were informed that Highways would be happy to accept a 171 license for Bridgwater College students to work adjacent to the highway on condition that the College has Public Liability. The College have said that the work probably wouldn't start until towards the end of September and that a storage shed would be needed for a cement mixer and tools etc. A letter has been sent to the college to ask if they have Public Liability Insurance for students to work on this type of project.

Members AGREED that the Town Clerk would also get quotes from building contractors in order to complete this work as soon as possible.

26/13/TPC Residents Guide

Members AGREED to look at the guide in October 2013 ready for a print run and distribution in April 2014

27/13/TPC BiARS – Coach Friendly Town Awards

Cllr Miss Parkin had registered to speak on this:

- 10 people from the Burnham area attended the ceremony in Liverpool
- Chesterfield won the award and Burnham were runners up and were highly commended by the organisers, during the presentation
- Chesterfield had increased their coaches to the town from 200 to 500 in one year
- BiARS is proposing to site a portacabin for the coach drivers to use as a rest room.
- BiARS would like finger signs put up to point back to the coach park

It was Cllr Miss Parkin's understanding that BiARS would be requesting funding from the Town Council at the next Policy and Finance meeting.

Members AGREED that they fully supported the venture in principle.

28/13/TPC Highbridge Station Bridge

Members NOTED the e-mail between a Resident, the Town Clerk and Network Rail regarding the new bridge at Highbridge Station.

29/13/TPC Fireworks Display for Carnival Weekend

- Members noted that this year's fireworks display was likely to cost over £11,000. There was £7,500 in this year's budget and £2,500 in Earmarked Reserves
- Cllr Davey and the Clerk had met with the manager of the Oaktree Arena who had said that they were looking to do fundraising towards next year's fireworks, but felt it was too late for this year
- Cllr Davey although not a member of this committee had offered to help to collect funding for the fireworks from local businesses, as in previous years. The committee were pleased to accept Cllr Davey's help.

30/13/TPC Highways – Junction of Worston Rd / Mulholland Park

Members NOTED the e-mails between Somerset Highways, Cllr Bob Filmer and Cllr Williams.

Action The Clerk would write to Somerset County Highways to ask that they keep her updated.

31/13/TPC Revised Parking Restrictions in Highbridge – Bank St Car park

Members noted the information supplied from Cllr Williams

Action The Clerk would ensure that the request for 30 minute parking in Bank St. car park was put to Sedgemoor in the Autumn 2013.

32/13/TPC Project Work

Project Manager:

- It was AGREED that the Job Description, Job Specification and Timeline for recruitment was a matter for the Staffing Committee. Cllr Clark would liaise with the staffing committee on this matter
- Cllr Clark would also discuss the Terms of Reference with Staffing
- Cllr Jones was adamant that the paving in the High St should be scheduled at the earliest possible date bearing in mind carnival, summer trade and Christmas
- The Clerk informed members that County Highways had already scheduled this years' work
- Members AGREED that they would like to processed with the paving as soon as possible, preferably Jan/Feb 2014

Action The Clerk was instructed to make an appointment for Cllr Clark to meet with a County Highways officer to discuss this further.

Cllr Cox joined the meeting at 18.55pm

33/13/TPC Date of Next Meeting

Members NOTED the next meeting of this committee was to be held on Monday 24th June 2013 at 7pm

The following matters being confidential business, it was proposed by Cllr Miss Parkin and seconded by Cllr Nicholls that members of the Press and Public should be asked to leave in accordance with the Public Bodies (Admission to Meetings) Act 1960.

34/13/TPC Nominations for Civic Awards for 2013

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

There was no other business and the Chairman closed the meeting at 19.45hrs