

**Minutes of the Town Projects Committee meeting held on Monday 21<sup>st</sup> July 2014 at 7pm in the Old Courthouse, Jaycroft Road, Burnham-on-Sea.**

Present: Cllr Clarke (Chairman), Cllr Mrs P Burge, Cllr Ms Lawson,

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

36/14/TPC Apologies and Declarations of Interest

Cllr Miss Parkin (work), Cllr T Nicholls (holiday), Cllr B Hancock (work)  
There were no declarations of Interest.

37/14/TPC You Are Here Boards

Members considered the report from the Clerk. The Clerk informed members that the sign on the wall of the 99p shop was still in good condition and so far this year had not been blocked by stalls being located on the shop curtilage.

7.04pm Cllr N Jones OBE, Cllr Young, Cllr M Cox (ex officio), joined the meeting.

The Clerk recapped on what had been said on the boards.

The other sign by the Pavilion was damaged and needed to be replaced. If Arien Signs had copies of the original artwork they would be able to alter the artwork so that the “You Are Here” arrows were in the right place for the sign to remain in the same position facing the sea. However following a fire the artwork may not be available and this would require new artwork in which case it would need to go out for quotations as it was over £1,000.

This highlighted the need for the Town Council to keep electronic copies of all commissioned items.

Members all agreed to leave the signs in the positions they are now and for the Clerk to obtain another quote for the artwork.

**ACTION** Members asked the Clerk to obtain another quote for the artwork

38/14/TPC Welcome to Burnham Signs

Members received an update for the Clerk. A new smaller sign for Berrow Road from RT signs would be approximately £1000, the existing sign could then be moved to Queens Drive to replace the now rather weather worn sign at a cost of £175. This included the re-fixing of the Rotary sign currently on the Queens Drive sign. The Clerk informed members that there is currently £3,500 in budget.

**ACTION** Members asked the Clerk to contact Berrow Parish Council to ask for the bush / tree overhang to be cut back. Also, that a new sign is purchased, so that it sits within the kerb and at a right angle to the highway, making it less obtrusive and easier to read.

39/14/TPC Request for a seat at the bus stop at the top of Regent St / Esplanade

Members re-considered the request after establishing exactly where existing benches were provided, and the existing layout of the pavement. Members felt that because there was an elevated bench approx. 10 meters away and the bus

stop is situated on 2 levels, there would be insufficient safe space to have a bench installed that would be in keeping with the street scene.

40/14/TPC Update on the Tesco 106 Project

The Clerk suggested to members that the recruitment advert for the Town Centre manager would be going in the Somerset Gazette, Western Daily Press and the Opportunities website. The advert was ready to go out later this week. The timeline for recruitment would be:-

15<sup>th</sup> August – Closing date for applications

Week Commencing 18<sup>th</sup> August – Paper sifting, with interviews during the following two weeks – dates to be confirmed.

Members were in agreement with these proposals.

Cllr Jones mentioned that the pavement on the corner of Adam St. and High St. outside the amusement arcade needs attention, it dips considerably. He suggested that it would be a good idea that the Project Officer – Paul Martin looks at other surface areas of the High St.

**ACTION** Members asked the Clerk to speak to Paul Martin who is in contact with SCC Highways regarding this project

The Clerk informed members that she had received the costs involved to install the new lights in Victoria St, £68,000 and the street light refurbishment in the High St. £17,959. The company will be requesting a stage payment in approx. 6 weeks. The work on the lights is to start in November.

**ACTION** Members agreed that the Clerk would arrange the stage payment once the new bank account has been opened and the Tesco 106 money transferred.

There are to be 17 flower baskets which was too many for the small group of volunteers of Burnham in Bloom to manage and maintain. Members are to consider using some of the columns for banners. This is something the new Town Centre manager could look at i.e. finding a company that would manage the banner advertising.

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

The Town Centre Managers office was well on the way to being habitable. The office has been cleared and is now awaiting the electrical work. It will then be painted by the handy man.

41/14/TPC Lighting on the Esplanade

Members noted the Clerks report. The Clerk informed members that she had located the original paperwork and read out the minutes of 2012 referring to this lighting. It had been agreed to pay up to £500 for the testing of LED lights on the Esplanade and that should the tests prove successful the Town Council would pay for the installation of coloured light.

However it was not minuted how the following areas had not been considered:

- The columns are old so they have a very limited scope of what can be either hanging or fixed to them.

- The South Esplanade has both street lighting and the decorative column lighting. These are managed by SDC.
- The North Esplanade only has the decorative column lighting containing the street lights. These are managed by SCC
- Only the County Contractors (currently SSE) were allowed to work on all of these lights.
- Whether SCC would permit coloured lights on their columns
- What type of maintenance agreement would be made with SDC & SCC and how the lighting costs would be agreed.

The Clerk had concerns that as the columns were old a maintenance agreement would need to consider responsibility for repairs to lights not working, and if County Council did not allow coloured lights on their columns would the Town Council only provide decorative lighting on the South Esplanade.

There was some discussion on the practicalities. Cllr Young said he thought there were companies who would be willing to look at providing LED lights and coordinate the work with SDC, SCC and County Council's contractors. Cllr Young was asked to report back with possible providers.

**ACTION**

Members asked to let SDC know that the testing was on hold until further decisions had been made and to write to Mr Wetstone saying that the whole scheme needs to be re-looked at with all the lighting options and costs made available.

42/14/TPC Water Feature in Pier Street Car park.

Members received a verbal update from the Clerk, who had scheduled time to go out with the Handy man and visit 3 sites that that the Town Council maintained

Water Feature The power has to be kept on low, hence the 'trickle' of water, higher pressure on the water and the wind catches the water and sprays it outside of base of the feature. It is set to allow for all weather conditions. The area is well used and the public drop all sorts of items into the water including coins and bottles. The water pump is on a timer so the handy man can only clean out the pool when it is dry first thing in the morning, particularly because there may be broken glass in the water – this will be done at the same time as he is on site to cut the grass. There are 3 seats set into brick that need attention in the near future.

**ACTION**

The Clerk will remind members of the budget requirement, next year to repair the seats.

Bogey Wheels Highbridge in Bloom used to look after the shrubbery, however they don't have the resources to do this anymore so Brian has been cutting the grass and maintaining the shrubbery bed – he recently took out 4 bags of couch grass and weeds from this bed. He will look at putting low maintenance planting in the empty centre parts of the bed in the Autumn.

Highbridge Town Green The grass used to be maintained by an outside contractor, but Brian cuts the grass now so that it is done more regularly. Whilst Highbridge in Bloom looked after the shrubbery around the outside of the green with some help from Brian it is now the other way around, and the Town Handyman will cut back the shrubs in autumn and the two lavender beds, as well as paint and season 3 seats in the green as they need cleaning and maintenance.

Whilst out and about, the Clerk checked on the damaged cycle racks outside Highbridge Community Hall, that had been left dangerously protruding from the ground. SDC had removed the protruding metal and tidied up the surface within a couple of days of being asked for help with this matter.

New white lines are required to be painted on the humps at the side round between Morrison's car park and Shearn Lane.

**ACTION** Denise will schedule this into the Handyman's work load.

43/14/TPC Date of Next Meeting

Members NOTED the next meeting of this committee was to be held on Monday 15<sup>th</sup> September 2014 at 7pm at The Old Courthouse, Jaycroft Rd.

The meeting closed at 8.05pm