

**Minutes of the Town Projects Committee meeting held on Monday 12<sup>th</sup> October 2015 at 7pm in the Old Courthouse, Jaycroft Road, Burnham-on-Sea.**

Present: Cllr Young (Chairman), Cllr Burridge-Clayton, Cllr Cox, Cllr Ms Lawson, Cllr Parkes, Cllr Mrs Ripley, Cllr Tolley,

Mrs D Emery – Town Clerk, Mrs L Williams – Deputy Town Clerk, Beverly Milner Simonds – Town Centre Manager (TCM)

41/15/TPC Apologies and Declarations of Interest

There were no declarations of interest

Cllrs Burridge-Clayton and Lawson joined the meeting

42/15/TPC Tesco 106 Project

3.1 The Chairman invited Selina Keedwell and Jacqui Strong to present on 'Trading Local'

- The company have delivered the project in Bristol, Wells & Crewkerne
- 4 x 2 hour workshops inviting local people to learn how to write a short monologue script
- Additional workshops linked to nursing homes & schools
- Performed in venues / shops around the town, chosen by the producer
- Performances are by professional actors and last between 5-10 mins & repeated 5-8 times in a day between 10am – 4pm
- Event date 16<sup>th</sup> April 2016
- Total project cost £12,250

The group hoped to present to the next Policy & Finance Committee meeting for funding.

Cllr Burridge-Clayton PROPOSED and Cllr Cox SECONDED that £5,000 was given to this project out of the Tesco promotional budget, and that the group asked P & F for the other £2,000 they were seeking from the Town Council **All AGREED**

3.2 Blue Traffic Management Signs– Members considered the report.

Members were concerned that:

- fewer coaches / no coaches were in the town on days where there was a road closure
- the colour blue suggested there was a police emergency and asked if another brighter colour could be used
- specific road names that were closed should be put on the signs

**ACTION** The TCM would go back to Highways to ask if these suggestions would be permitted. The TCM reminded members that the signs are there at the request of Highways to enable this town to better manage road closures during major events.

3.3 Building a Brand - Members considered the update report from the TCM for an overarching identity for Burnham-on-Sea, using a suggested well-known artist in their field, to create that brand image.

Members were concerned that:

- there had been poor feedback from traders
- The costs of purchasing the plates, mugs etc would be too high for the shops in the High St.
- The design would not be 'owned' by the Town Council

Cllr Burridge-Clayton PROPOSED and Cllr Tolley SECONDED that the TCM should advertise to the local community asking for an artist to create a graphic design for Burnham, which the Town Council would then own the rights to.

**ALL AGREED**

**ACTION** The TCM was asked to arrange an art competition, for a graphic art design to be created to produce an image of Burnham-on-Sea.  
Also, to go ahead and involve the local schools to design a town logo.

3.4 Update on the Victoria Quarter – Members NOTED the report

3.5 Update on Frostival – Members NOTED the report

3.6 Pedestrian Counting – Members considered the report and liked the idea of building up a bank of data. The TCM suggested that as part of her final remit to produce a sustainability report this type of information would be really useful and it was one way to know if holding events does increase footfall.

It was PROPOSED by Cllr Tolley, SECONDED by Cllr Cox with **5 in favour and 1 abstention** to purchase 7 footfall cameras at a cost of £2,765

3.7 Finance Report – Members NOTED a report from the Clerk on expenditure so far on the project, outstanding items of expenditure, funding drawn down from SDC and funding available from SDC. The Clerk explained that VAT on previous payment for items delivered by the Tesco Project had been claimed back, this money was now sitting in the Town Council's General Reserves. The report showed there was a shortfall of funding between money in the bank and drawings still available from SDC and the projects still to be delivered, this was the money in General Reserves.

43/15/TPC SID's report for Marine Drive  
Members NOTED the report

44/15/TPC Rubbish on Technical St.  
Members considered the report by Cllr Tolley and thought it was appalling that this was being allowed to happen on the Highway. If the large rubbish bins were placed on the road outside shops in the High St. Highways would have had to have started enforcement procedures to stop it happening.

**Action** Members asked the Clerk to e-mail the attached report and pictures to SWP, Environmental Health SDC and Highways to ask for a combined approach to deal with this situation

45/15/TPC Update from B.E.S.T  
Members received a verbal report from a member:

- a helpful addition of having Cllr Burridge –Clayton and Cllr Parkes join the team

- Ice-rink is booked to open on 12<sup>th</sup> Dec, but can have an extension to dates if required
- Sourcing publicity routes is well underway e.g. Love Weston, Breeze FM, Burnham-on-sea.com
- Vicky Banham, Tourism Officer of SDC has been very supportive
- A Bridgwater Carnival Club has offered to decorate the ice-rink area
- Other groups are being invited to take part and i.e. set up a Santa's Grotto
- Funfair in the High St. including a Christmas Market and Live Music
- Cllrs Burridge-Clayton and Parkes have checked the contract and it is now signed
- Can use the ice-rink for longer than 7 hours per day

46/15/TPC Correspondence between a resident and The District Council on events in the Manor Gardens  
Members NOTED this correspondence.

47/15/TPC Fireworks 2015  
Members RECEIVED a verbal update from the Clerk and NOTED the letter from Mr Turco.  
Cllr Burridge-Clayton wanted it noted that he does support the fireworks. In a previous meeting he said he used the Fireworks as a comparison not as a criticism and he apologised if it did come across as criticising the Fireworks

48/15/TPC Members NOTED the date of the next meeting of the Committee would be Monday 16<sup>th</sup> November 2015.

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

49/15/TPC Residents Guide  
Members CONSIDERED the proposals from the two publishing companies and the Clerk gave a verbal report on the meeting between Local Reach, Cllr Young and the Clerk and some background information to the Resident Guide.

50/15/TPC Role of TCM  
Members NOTED the report.

There being no further business the Chairman closed the meeting at 21:10hrs