

**Minutes of the Town Projects Committee meeting held on Monday October 21<sup>st</sup> 2013 at 7pm in the Old Courthouse, Jaycroft Road, Burnham on Sea.**

Present Cllr M Clarke, Cllr T Nicholls, Cllr N Jones OBE, Cllr Mrs P Burge, Cllr P Young, Cllr Miss L Parkin, Cllr M Mansfield, Cllr M Cox (ex officio)  
Mrs D Emery – Town Clerk, Mrs L Williams – Deputy Clerk

50/13/TPC Apologies and Declarations of Interest

There were no Apologies or Declarations of interest.

51/13/TPC Project Work (Tesco 106 money)

7.05pm Cllr Ms Lawson entered the meeting

The Project Manager, Paul Martin updated members

- He had been looking at the background history of the project
- He had asked SCC if they had detailed maps of the High St. that could be used
- Liam Gill, County Highways and Street Lighting had been contacted
- He requested a fortnightly progress meeting with 2-3 members from this committee with delegated authority
- A decision was still to be made on the colour and finish of the brick pavers for the 'events area' between Adam St. and Cross St.
- The pavers taken up from this area would be used for patching the remaining High Street
- The installation of cycle racks, noticeboards, finger pointers etc are to be in the remit of the Town Centre Manager – but these would need to be considered and possibly installed before the resurfacing work is done
- To hold a public exhibition with the proposed plans and drawings

Other points that were considered:

- The columns were also to be erected in Victoria St.
- The columns were to be installed in-between the Street Lights
- There was a budget for 10k for these columns & baskets
- The columns were to take hanging baskets in the summer, but could hang pennants during the winter advertising large events e.g. Carnival
- The Town Council would be responsible for the purchase and maintenance of the hanging baskets
- It was AGREED that Paul Martin would contact Burnham in Bloom to ask if they would supply and maintain the baskets for the Town Council
- The sub –committee to have a representative from the Chamber of Trade as they contributed initially to the project remit

Terms of Reference:

- Project Manager to be answerable to the sub committee
- All decisions to be made through the committee under delegated power
- Notes / minutes to be taken by committee members. The Deputy Clerk may be able to help with note taking
- The sub-committee to meet fortnightly and to alternate between daytime and evening meetings

The sub-committee members are:

Cllr Miss Parkin, Cllr Ms Lawson, Cllr Jones, Cllr Nicholls, Cllr Young and a Chamber of Trade Representative if required

Cllr Young PROPOSED that the new sub-committee are given Delegated Powers to make minor decisions and report back to Town Projects Committee Members AGREED unanimously.

52/13/TPC A letter regarding advertising boards in the High St.

Members NOTED the letter.

**ACTION** The Clerk was asked to liaise with Liam Gill (SCC) and David Crowle (SDC) to instigate an enforcement sweep through the whole of the High Street area by walking the main street with a view to talking to the owners of the illegal signs and their consequent removal.

53/13/TPC Available funding towards the provision of Children's Play Space

Members discussed the RLT2 funding available of £50,810.31 & the RLT3 funding for the Coastal Cluster of £232,880.39

Suggestions included:

- Using land adjacent to Delta Engineering for a MUGA (RLT3)
- Following up the young children sites at Talbot Close and Stillings Close (RLT2)
- Outdoor equipment for elderly people

**ACTION** The Clerk was asked to write to SDC to ask if RLT3 funding can be used to employ someone to take forward projects so that this money is not lost.

54/13/TPC Town Council's Resident's Guide

Members NOTED the letter from Local Authority Publishing (LAP). Members were interested to read that the guide would also be interactive (can be downloaded to ipads, iphones etc.)

Members asked if the Clerk had contacted any other company who would produce the guide such as publishers of the 'Local Reach' which is produced monthly. This publication operates in a very different way from (LAP) and the Guide would have to be started from scratch. This would be extremely time consuming given the time and effort Cllr Smout and Cllr Nicholls had spent on the current guide.

Members AGREED to stay with the same publishers as last time (LAP)

55/13/TPC Update on signs for Berrow Road

Members NOTED the signs should be up by the end of January 2014

56/13/TPC Update on the wall by Highbridge Clock

The Clerk informed members that she had dealt with a request under the Freedom of Information.

Members were informed that Andrew Holley of Millards Funeral Directors has kindly donated the marble plaque to be inscribed 'Highbridge' which is to be set into the wall.

Richard Marsh of Burnham Funeral Directors had also kindly offered the same but as it is for Highbridge the offer from Millard Funeral Directors was accepted, as they are a Highbridge business.

Members AGREED to allow a brass sign being no bigger than 20cm x 15cm to be attached to the marble inscribed with 'donated by.....'

Work was to start within the next two weeks.

57/13/TPC Date of next meeting

Members agreed that the next meeting of this committee would be on Wednesday 27<sup>th</sup> November 2013

There was no other business and the Chairman closed the meeting at 20:00hrs