

Minutes of the Town Projects Committee meeting held on Wednesday 27th November 2013 at 7pm in the Old Courthouse, Jaycroft Road, Burnham on Sea.

Present Cllr T Nicholls, Cllr N Jones OBE, Cllr Mrs P Burge, Cllr Miss L Parkin, Cllr M Mansfield,
Mrs D Emery – Town Clerk, Mrs L Williams – Deputy Clerk

58/13/TPC Apologies and Declarations of Interest

Apologies were received and accepted from Cllr M Clarke, Cllr P Young. There were no declarations of interest.

Cllr Ms K Lawson was not present

Mr Alex Turco as a member of the Burnham Chamber of Trade spoke with regard to the Projects through the 106 Tesco Funding:

- He wanted members to know that the Chamber of Trade were willing to offer their support to the Project through a collaborative approach
- The Chamber would like to be included in any dialogue, especially in the early stages of developments.
- The Chamber would like to see some progress of the Project within the town very soon especially with regard to some of the projects that have already been identified e.g. shutters, publicity, poster display boards

59/13/TPC Gaynor Brown as a member of Burnham-on-Sea Town Team presented to members and asked for their support to the following:

- **Provision of Poster Sites**
 - In the interim to use the reverse of the car park ticket machine boards as temporary poster sites. Members suggested that this could be within Paul Martin's scope and that he could deal with contacting Sedgemoor about using these ticket machine boards.
- **Joint Community Events Programme**
 - Gaynor explained that the Town Team BiAR's, Chamber of Trade and the Town Council could work together using one designated person and place to hold a calendar of events for Burnham. Ian Jefferies had offered BiAR's to be the holder of the calendar. All organisers of events could then consult the calendar to try to avoid clashes.
 - Members supported the idea but wished to see Highbridge included in the Events Programme
- **Creation of a Grassy Area** to the right of the Rescue Station by removing the flower bed to enable a much better useable space for craft events and small gatherings
 - Members supported the idea and suggested that Sedgemoor District Council to suggest the other flower beds along the South Esplanade could be slightly enlarged to compensate for the loss of this bed flower space.
- **Shaping a Victorian Covered Walkway** by using L shaped wrought iron.
 - Members were interested in this scheme and would like to have more detail before recommending it to full council.
- **Repairs to the ramp adjacent to the Pavilion** as this ramp is not only the disabled access point for the beach but is also denoted on the National Cycle Route

- Members agreed that something needs to be done about the drop at the end of the ramp – especially because it was the only point of access for wheel chair users and pushchairs. They suggested possibly contacting Wessex Water or Bill Smith at Sedgemoor.
- **Use of Car Parks for Evening Events** between 6pm and 9:30pm
 - Members supported the idea so long as precautions were made to minimise any disturbance to surrounding properties
- **Street Cleaning** – If Town Team were notified of the grass cutting schedules from SDC then they could arrange with volunteers for litter on verges to be picked up first. Coordination is the key.
 - Reporting litter on a regular basis, especially at the beginning of the season should help the problem and the local depot is usually very responsive to a report.

ACTION

Members asked the Clerk to contact SDC to obtain grass cutting schedules; to enquire if a new type of new bin could be supplied for the beach (currently 2 rusty oil drums) and also to see if areas discussed could be included into SDC’s litter clearance schedules.

RECOMMENDATION

Each item had been discussed and it was PROPOSED by Cllr Nicholls and SECONDED by Cllr Miss Parkin to support all the matters raised so long as members considerations were taken into account

Members NOTED the 3 original letters from The Town Team and Cllr Jones gave some background for Gaynor on ownership of land etc.

60/13/TPC An Update on the progress of the Project Manager

Members NOTED the minutes of the progress meetings with Highways and SCC Lighting.

Paul Martin has requested an initial meeting with members to discuss the actions within the minutes with Highways and SCC. The date of this meeting to be confirmed

ACTION

Members asked the Clerk to send an e-mail to the committee inviting members to attend

- i) Members ALL AGREED to continue with the 2 additional lights in the Manor Gardens
- ii) Members ALL AGREED not to make provision for the Christmas Tree to be sited in the High Street, due to lack of suitable space (currently outside The Victoria Inn)
- iii) Members ALL AGREED to ask the Staffing Committee to prepare paperwork for the recruitment of the Town Centre Manager i

ACTION

The Clerk to put this request on the next Staffing and Resources Agenda

61/13/TPC A Request from residents of Station Walk for a permit holders parking area

Members NOTED the letter.

The Clerk informed members that there was a new process, a ‘Scheme Champion’ was required who could then take forward an application, paperwork was available on the SCC website which has a step by step guide to enable residents to apply for permits. The Clerk would advise residents of the paperwork.

62/13/TPC Update on the wall by Highbridge Clock

The Clerk informed members that the wall was now built and it was just waiting for the installation of the black marble sign inscribed 'Highbridge'.

63/13/TPC The committees draft budget for 2014/15

Members considered in detail each budget allocation.

ACTION

- You are Here Boards – the one on the seafront to be turned around and the one outside Reed House to be moved to the coach park
- Seats – members asked the Clerk to check what SDC have planned for the seafront shelters as regards seating. There is £2K in ERM for seating, an adjustment was made to the budget provision to enable possible additional seating
- Bus Shelters – Members were advised that 1 shelter costs approximately £3½ K and some monies were also available in EMR.

Cllr Mansfield left the meeting at 8.20pm

- Jubilee Plaque for Esplanade – Cllr Jones suggested that this budget item be re-named this year as Royal Visit Plaque and monies be in made available in budget for it.

It was PROPOSED by Cllr Jones and SECONDED by Cllr Miss Parkin and **AGREED** to make the changes to the budget allocations as discussed. It was noted that the draft budget for the Town Projects committee for 2014/15 was down by £1,500 on last year ALL AGREED.

Following a point raised by Cllr Jones, the Chairman pointed out that this matter was not the agenda and suggested it should go on the next agenda of this committee.

ACTION

The Clerk was asked to add Marine Cove to the next agenda

64/13/TPC Date of next meeting

Members agreed that the next meeting of this committee would be on Monday 20th January 2014

There was no other business and the Chairman closed the meeting at 20:30hrs