

BURNHAM-ON-SEA & HIGHBRIDGE TOWN COUNCIL

Minutes of the Town Projects Committee meeting held on Wednesday 26th October 2016 at 7pm in the Old Courthouse, Jaycroft Road, Burnham-on-Sea.

Present: Cllr Young (Chairman)
Cllr Mrs Keen
Cllr Lawson,
Cllr Tolley,
Mrs D Emery – Town Clerk, Mrs L Williams – Deputy Town Clerk
Beverley Milner-Simonds – Town Centre Manager (TCM)

47/16/TPC Apologies and Declarations of Interest:

Apologies were received and accepted from Cllr Cox (unwell) and Cllr Burridge-Clayton (unwell)
Cllr Ms Weavell was not present
Apologies were emailed to the Clerk from Cllr Weavell who was unwell

Public Speaking Time – The meeting was suspended to allow members of the public who had registered to speak in accordance with Minute nos. 14/96/TC and 49/97/TC.

There were no speakers registered

48/16/TPC 3.Tesco 106 Project

3.1 Members CONSIDERED the report from the Clerk on the funding position at the end of the project.
£428K was passed over from SDC for the TC to manage the project and the TC can account for this budget. The Chamber has agreed to takeover and manage the scheduled Christmas weekend entertainment and £3645 would be transferred to them for payment of the entertainers.
£6K - £8K would be remaining at the end of the project and it had already been agreed by the TC to match fund for agreed future projects

3.2 Members NOTED the report on the handover of Tesco Projects

- Noticeboards – management to remain with the TC office
- Hanging Baskets – Carnival Club
- Destination Leaflets – Take One Media to distribute
- Christmas Events – Chamber of Trade (see above)
- Cross Iron Works – work due to be completed soon
- Cycle Racks – all installed
- Banners – due to be installed soon
- Bunting & Flags – Chamber of Trade to confirm if they will take this on for next year, members agreed that if they do to hand over the £700 in the budget

Members considered the new Poster Policy. Cllr Keen PROPOSED and Cllr Young seconded that a **RECOMMENDATION** was made to adopt the Policy
The Clerk to draw up a Service Agreement for bunting and flags

ACTION

- 3.3 Members considered the 6 reports from the Town Centre Manager on each event and its process delivered by the Tesco Project and what the TC would be looking in future to continue to support.
A number of points were made
- Why the TC would want to support an event
 - What does the TC want to achieve from the event
 - What measurements could be put in place
- It was AGREED to set up a working party with Cllrs Young, Mrs Keen, Ms Lawson, Tolley and a Chamber of Trade representative. The Clerk was also asked to attend, with the first meeting date of Wednesday 9th November at 2pm.

- 3.4 Members considered the e-mail from the Chamber of Trade, expressing their interest to take on some events and asking what financial assistance would be available for these or other events in the town centre. Members AGREED to defer the response to this until after the outcomes of the working party were known.
The Clerk had tabled a similar request from Burnham Events Social Team (BEST), so that response would also be deferred.

- 3.5 Members considered the offer from the People's Plot to purchase the obsolete blue and white event signs.
Cllr Young suggested referring the matter to the Policy & Finance Committee – All AGREED

ACTION

- 49/16/TPC 4. Members NOTED the Temporary Regulation (traffic restrictions) Order for the Carnival
- 50/16/TPC 5. Members CONSIDERED the Consultation document from BT regarding removal of payphones in the area and the e-mail from Gaynor Brown to Sedgemoor.
The box that Gaynor had an interest in is not on the list for adoption.
The boxes that are on the list are not in central locations i.e. Town Centre or Seafront therefore would have no real use for the Town Council, but would be costly to maintain.
There were no recommendations to adopt a BT box
- 51/16/TPC 6. Members NOTED the letter sent from the Clerk to the railway Heritage Group. Members AGREED to wait for a response to the questions asked in the letter before discussing further.
- 52/16/TPC 7. Members CONSIDERED the request from BEST to use the electrical socket that was located in the water feature box. The electric would be used to power fairy lights and the P.A.system for use with the ice-rink. During the discussion members AGREED that the pump should be switched off during December and January and this would allow time for the pump to be overhauled.

RECOMMENDATION That following a report, obtained by BEST, from an electrician on the suitability/capacity of electricity supply at the water feature, permission is granted this supply to be used by BEST whilst operating the Ice-Rink.

53/16/TPC Date of Next Meeting

Members NOTED the next meeting of this committee was to be held on Wednesday 7th December 2016

The Chairman closed the meeting at 17:55

The Chairman thanked Beverley for the work she had put in over the past 2 years in her job as Town Centre Manager. Her reports had been comprehensive and she had been very creative with her ideas.