

**WESTON-SUPER-MARE TOWN COUNCIL
WESTON IN BLOOM WORKING PARTY
HELD ON TUESDAY 09th NOVEMBER 2016
AT GROVE HOUSE**

Meeting commenced: 1.00 pm

Meeting concluded: 2.45 pm

PRESENT/IN ATTENDANCE: Richard Knowles (Chairman), Pauline Priestman (Vice Chairman) Councillor Jocelyn Holder, Councillor Roz Willis, Jenny Gosden, Roger Brown, Karen Williams, John Boxshall, Jim Sellars, Sandra Sellars, Bev Tucker, Rob Thurston (Grounds Manager) Zoe Scott (Community Events and Grounds Administrator)

1.	<p>Apologies for Absence</p> <p>Apologies were received from Cllr Tucker and Malcolm Nicholson.</p>
2.	<p>Declarations of Interest:</p> <p>There were no declarations of interest received.</p>
3.	<p>To agree the minutes of the last Weston in Bloom Working Party Meeting held on the 11th October 2016</p> <p>The minutes of the previous meeting had been previously circulated with the agenda.</p> <p>PROPOSED BY: Jocelyn Holder SECONDED BY: Pauline Priestman</p> <p>RESOLVED: That the minutes be approved and signed by the Chairman.</p>
3a.	<p>Items raised from the last meeting held on 11th October 2016</p> <p>The chairman explained how the planters in Worle High-street had been vandalised again. 1 planter had been stolen and the other smashed. Discussion ensued as to whether they should be replaced or relocated.</p> <p>RECOMMENDED: Replace the planters with plastic tubs after Christmas and possibly only put them out prior to judging day.</p> <p>Pauline noticed the spelling of “new” under Item 6 should read “knew”</p> <p>Pauline thought it may be a good idea if the minutes are sent to herself before they are approved to clarify not the content but any small mistakes in spelling or grammar. Zoe agreed it was a good idea.</p>
4.	<p>Monthly Finance Report:</p> <p>The remaining balance was £2,012.64 to spend.</p>
5.	<p>Hanging Basket Testing:</p> <p>When the hanging baskets were taken down it became apparent that some of the brackets are very old now and it’s essential the brackets are weight tested.</p>

	<p>This can vary on price depending on the height of the bracket. It can range from £8 - £12 per bracket.</p> <p>Zoe has one company currently quoting for the work and will seek further ones as well. The option of including the works in the Water Tender next year will also be looked into.</p> <p>Sandra raised an issue with the boat at the Railway Station and how one side of it is splitting and in a state due to people sitting on the boat. It was agreed this was a health and safety issue which should be looked into ASAP.</p> <p>Action: Zoe to speak to the Grounds Team and see if they can mend the boat.</p> <p>The condition of the 2 wicker baskets in Worle by Dartmouth Close were raised by Jenny.</p> <p>Zoe informed the working party how it had previously been agreed that Big Worle was taking them over. The chairman explained how Big Worle may need some assistance in removing the baskets when they are replaced and due to one of the baskets being a few meters outside of the Big Worle area they may decide to just take over 1.</p> <p>Zoe explained how WIB and the Grounds Team will always help when they can however if Big Worle choose to take over the baskets then they must take them both or none at all. The 2 baskets are within only a few meters of one another. Taking them over would also mean taking control of the maintenance and planting of them.</p> <p>Cllr Willis requested that a formal proposal from Big Worle be put in writing and sent to WIB outlining what they intended to do.</p> <p>Action: Richard to speak to Big Worle and ask for a proposal in writing about taking over the baskets.</p>
<p>6.</p>	<p>Quote for Planters:</p> <p>Bev had looked into purchasing planters and the cost associated with it.</p> <p>Having spoken to Somerset Wood Recycling, planters can be produced of varying size starting from £88 up too £600. The planters would be mixture of 2 layers of wood with a non permeable liner meaning the compost will not come into contact with the wood so minimising rotting.</p> <p>BID will be allocating £1200 to the project and were wondering if WIB would like to match fund the cost. Possibly spreading this across 2 years (£600 from 16/17 and £600 from 17/18) The cost includes the planter, soil and installation.</p> <p>Discussion ensued and the following Recommendations were made:</p> <p>RECCOMENDED:</p> <ol style="list-style-type: none"> 1. Agree the proposed project and split of costing's across 2 years subject to budget and the success of BID.

	<p>2. Bev to provide costing's and a proposal for the meeting in January, highlighting which planters will be purchased when and the locations.</p> <p>A vote was taken and carried.</p> <p>The chairman asked if we know our confirmed budget for next year yet. The grounds manager said he had not had any discussions which indicated an increase or decrease in the amount available for WIB. Discussion ensued over how the budget has changed over recent years and the larger projects they used to produce.</p> <p>Zoe pointed out she didn't feel the budget was an issue or held back projects from being implemented but rather the lack of volunteers and the change in members over recent years is the real difficulty.</p> <p>Jenny mentioned if it would be worth carrying out an audit of all the WIB features and the meeting.</p> <p>The Grounds Manager suggested how the volunteers keep Zoe informed on a weekly basis of any issues, as they have done at this meeting regarding the boat at the Railway Station.</p> <p>Zoe suggested adding a permanent agenda item called "Maintenance" allowing any issues or concerns to be raised. It was also discussed with the Working Party how often discussions go of topic or items raised which are due to be spoken about shortly under the next agenda item. It was asked that everyone try and stick to the agenda and raise any issues not listed under Any Other Business at the end.</p>
<p>7.</p>	<p>IYNA Lunch:</p> <p>The lunch was being held next week on the 16th November at Grove House with guests arriving at 11.45am. The mayor had been invited and will be attending. Zoe was expecting a maximum of 45 people on the day. They had the use of the meeting room and also the Mayors Parlour.</p> <p>Zoe sent out 3 emails to the Working Party and Community Groups as well as mentioning the lunch in meetings. An RSVP date was given and Zoe has catered for those who said they would be attending.</p>
<p>8.</p>	<p>Prince Consort Gardens:</p> <p>Cynthia Newns thanked the Working Party for her coming and speaking.</p> <p>4 years ago a volunteer group was started who look after Prince Consort Gardens including the maintenance. This has been an on-going and successful project. After speaking to John Boxshall at the Food Festival it became apparent there were lots of volunteers groups working across Weston and it would be great if they could all be there for one another to offer guidance or support if needed.</p> <p>Cynthia mentioned how for example one thing her group sometimes struggle with is where to find suitable plants and wondered how WIB locate theirs. The Grounds Manager explained how they are sourced locally from Westhaven School and Blaise Nursery in Bristol.</p>

	<p>Cynthia said how if WIB are sometimes finding they are short of volunteers for planting up then to contact herself and somebody from Prince Consort Gardens may be able to help.</p> <p>John said Incredible Edible would be able to help however would need assistance to explain where things needed to be planted.</p>
<p>9.</p>	<p>Planting:</p> <p>The Chairman informed the Working Party how Worle High-street was nearly finished.</p> <p>The Grounds Manager thanked Kareen for planting up Grove House. There were still some plants left which can be used to fill out some features where necessary.</p> <p>Sandra said how when planting this year, drug paraphernalia was found in the compost on numerous occasions.</p> <p>This was a high risk health and safety issue which needed to be addressed.</p> <p>Action: Zoe to produce a protocol/risk assessment for dealing with situations like this and raise awareness amongst volunteers.</p>
<p>10.</p>	<p>Any Other Business:</p> <p>Roger had received a letter from John Penrose which states weed spraying takes place once a year or twice if needed. It was pointed out this was the remit of North Somerset Council.</p> <p>Roger also highlighted that Boat Number 2 needed some maintenance work carrying out and he had budgeted it at £250. Zoe explained in light of the 2 on-going costs regarding the hanging baskets and planters that if Roger could bring a costing and proposal for all 4 boats to the January meeting and it will be looked at as a whole project.</p> <p>Action: Roger to bring costing's for maintenance on all the boats to the January meeting.</p> <p>Pauline made the Working Party aware of a proposal being made for Parks to become the responsibility of local councils. In light of this she had heard about a meeting which had taken place regarding Ellenborough Park and the possibility of members of the public working in there/holding events in the park.</p> <p>It was explained to the Working Party that currently Ellenborough Park is maintained by the Town Council and they were not aware this meeting had taken place.</p> <p>John was at the meeting where this was discussed and explained how a man called Alan Rice, a local resident of the Ellenborough Park area, had gathered people together to see how they could improve the park and particularly tackle the issue of dog's mess being left.</p> <p>Cllr Holder expressed how the Town Council own and manage the park therefore any volunteer groups should make the council aware of their plans before actioning them.</p>

	<p>John said that the group was not looking to change the park in any way and the meeting was about bringing people together who love their community and want to help. The discussion has also taken place about tidying up the North part of Grove Park, clearing the rockery etc..</p> <p>Zoe said that it would be North Somerset who should be contacted regarding Grove Park.</p> <p>John is planning on gaining the help of those who use the park for undesirable activities. Feeling they would be willing to help clean and care for the park and navigate away from the Anti Social Behaviour. A meeting was being held on Thursday at 17.30pm to talk to these people and start the ball rolling on the project.</p> <p>Cllr Willis was concerned for the welfare of the volunteers who would be helping in the park and insisted it was essential North Somerset was informed and made aware of the projects planned.</p> <p>Jim said he thought it may be worth putting in a notice asking for volunteers in the Focus Magazine. Zoe thought this sounded like a great idea and encouraged Jim to send something in.</p> <p>Jim wished everyone a Merry Christmas as this is the last meeting until January.</p>
11.	Date of Next Meeting – Tuesday 10th January 2017, 1.00pm Grove House

There being no further business, the Chairman closed the meeting at: 2.45 pm

Signed:

Dated: