

**WESTON-SUPER-MARE TOWN COUNCIL
WESTON IN BLOOM WORKING PARTY
HELD ON TUESDAY 8th SEPTEMBER 2015
AT GROVE HOUSE**

Meeting commenced: 1.00 pm

Meeting concluded: 2.30 pm

PRESENT/IN ATTENDANCE: Richard Knowles (Chairman), Pauline Priestman (Vice Chairman) Councillor Jocelyn Holder, Councillor Richard Tucker, Councillor Robert Payne, Jenny Gosden, Roger Brown, Karen Williams, Bev Tucker, Malcolm Nicholson (Town Clerk) Zoe Scott (Community Events and Grounds Administrator), Rob Thurston (Grounds Manager)

1.	<p>Election of Chairman:</p> <p>Richard Knowles read a letter to the Working Party from Bert and Cynthia Filer explaining that they would no longer be attending any meetings and would just like to be Weston in Bloom volunteers. They would help plant the Bio Diversity Garden and the Train Station, and expressed that they had enjoyed their time with Weston in Bloom and would be on hand to offer support and advice to Zoe if she ever needed it.</p> <p>Richard Knowles announced he would like to run for Chairman again. No one else put themselves forward.</p> <p>PROPOSED BY: Roger Brown SECONDED BY: Malcolm Nicholson</p> <p>RESOLVED: Richard Knowles is allocated Chairman.</p>
2.	<p>Apologies for Absence:</p> <p>Apologies for absence were received from Councillor Roz Willis and Councillor Martin Williams.</p>
3.	<p>Declarations of Interest:</p> <p>There were no declarations of interest received.</p>
4.	<p>To agree the minutes of the last Weston in Bloom Working Party Meeting held on the 11th August 2015</p> <p>The minutes of the previous meeting had been previously circulated with the agenda.</p> <p>RESOLVED: That the minutes be approved and signed by the Chairman.</p>
5.	<p>Items raised from the last meeting held on 11th August 2015</p> <p>Councillor Holder advised that the Wave Project was now dangerous due to the extent of damage it had sustained. Zoe said that she could see if the Grounds Team would be able to help with a temporary fix until something more permanent could be developed, possibly by Weston College.</p> <p>Action: Zoe to speak to the Grounds Team and see if they can help with the Wave Project.</p>

	<p>Pauline asked whether there had been any progress on the Bucket and Spade. Zoe explained how Chris Webber was still doing all he could to maintain it and the sponsorship signs had been installed free of charge by Roy Burrows at AP Design and Print.</p>
<p>6.</p>	<p>Election of Vice Chairman:</p> <p>Jenny proposed that Pauline be elected for Vice Chairman.</p> <p>PROPOSED BY: Jenny Gosden SECONDED BY: Councillor Jocelyn Holder</p> <p>RESOLVED: Pauline Priestman is allocated Vice Chairman.</p>
<p>7.</p>	<p>Members of the In Bloom Working Party and appointment of Co-Opted Members:</p> <p>Debate ensued about the current Co-Opted Members and the space which was now left due to Bert and Cynthia leaving as members of the Weston in Bloom Working Party</p> <p>It was agreed not to rush into anything as the Working Party could add members throughout the year. However the points below were decided.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. Zoe to write to Kevin Carlton and see if he would like to remain on the Working Party or if he has anyone else in mind who may want to join. 2. Zoe to approach Weston Horticultural Society through Burt and Cynthia in order to meet some of the members to see if anyone else may want to join Weston in Bloom. 3. Zoe to speak to Georgina Heathcote, a Weston in Bloom volunteer, to see if she would like to join the Working Party as well as other Volunteers. <p>Debate then diverted to sponsorship. Zoe explained that she had produced a document for approaching businesses and would bring it to the next meeting. The Working Party also thought it would be helpful for them to all have a list of the features.</p> <p>Action: Zoe to bring the sponsorship document to the next meeting and also produce the list of features.</p>
<p>8.</p>	<p>Terms of Reference approved at the Town Council on the 6th July 2015:</p> <p>The Terms of Reference were distributed.</p> <p>A few changes were required.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. Item 7: The Sentence stops abruptly and needs to be looked at. 2. Item 21: Changing the word “Undertake” to “Consider undertaking”. 3. The meeting times on the Terms of Reference are incorrect and need to be changed.

<p>9.</p>	<p>Monthly Finance Report:</p> <p>The finance report was distributed and accepted.</p> <p>Zoe again highlighted how she must be informed of any expenditure. She could not have any invoices arise which she was not aware of, again explaining how very tight the budget was this year. The budget still had costs to come in which would effect the final closing figure.</p> <p><i>Councillor Richard Tucker left the meeting at 2.00pm</i> <i>Kareen Williams left the meeting at 2.00pm</i></p>
<p>10.</p>	<p>Forthcoming Expenditure:</p> <p>This was discussed under Monthly Finance Report.</p>
<p>11.</p>	<p>Meeting Dates:</p> <p>Zoe asked if everyone was happy to keep their meeting dates the same for next year. The Second Tuesday of the month at 1.00pm January – November.</p> <p>The Working Party agreed.</p> <p>RESOLVED: The meeting dates for the year 2016 will be the Second Tuesday of the month at 1.00pm, January – November.</p>
<p>12.</p>	<p>Volunteer Get Together:</p> <p>Zoe had emailed the Working Party but just reminded everyone of the day and time, Tuesday 29th September at 6.30pm.</p> <p>It was agreed this would be a good opportunity to find out which volunteers were looking after which features. However Zoe wanted to make sure everyone still understood this was a celebration of what the volunteers and also Bert and Cynthia had done.</p>
<p>13.</p>	<p>IYNA Ceremony:</p> <p>Zoe had provisionally booked the Blakehay Theatre Bar for the presentation evening on Thursday 22nd October at 6.30pm.</p> <p>The Working Party agreed this date was fine and to go ahead with the arrangements.</p> <p>Action: Zoe to go ahead with the booking of the Blakehay and start sending out invites and organising food.</p>
<p>10.</p>	<p>Any Other Business:</p> <p>Richard announced that a letter had been put in the Mercury congratulating In Bloom on their wonderful floral displays.</p> <p>A fox had ruined one of the boats on the Queensway and would be looked at.</p> <p>Richard would be pulling out some of the plants outside the Co-op in Worle due to them</p>

	<p>going over quicker than usual this year.</p> <p>The Grounds Manager mentioned that the plants really needed to be taken out in the last week of September, ready to plant in October. He reiterated that the Grounds team could help plant the Wall Flowers for this year. However this would not be a permanent solution.</p> <p>The Town Clerk explained that next year was the Year of the Garden, a campaign run by Visit England. If Weston in Bloom could supply Love Weston with some information on gardens in the local area and advise on how the Weston in Bloom campaign had been going, this would be appreciated.</p> <p>Zoe mentioned to the Working Party about a farewell gift for Bert and Cynthia. Anyone who would like to donate could do so by seeing Zoe in Grove Lodge.</p> <p>Action: The Working Party to decide what farewell gift they would like to present to Bert and Cynthia.</p>
<p>11.</p>	<p>Date of Next Meeting – Tuesday 13th October 2015, 1.00pm Grove House</p>

There being no further business, the Chairman closed the meeting at: 2.35 pm

Signed:

Dated: