

MINEHEAD TOWN COUNCIL

MINUTES OF THE FULL COUNCIL MEETING

HELD ON TUESDAY 25 APRIL 2023 AT 7.30 PM AT THE COMMUNITY CENTRE, IRNHAM ROAD, MINEHEAD TA24 5DW

The Meeting was digitally recorded and streamed on the MTC Facebook page

Members are reminded that Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety, Human Rights and Biodiversity

Mayor: Councillors: Councillor Absent:	Cllr B Cllr M P	Cllr C Palmer Cllr B Hodson, Cllr M Kingston-James, Cllr M Kravis*, Cllr A Lawton, Cllr M Palmer, Cllr T Venner (* denotes Somerset Councillor "SC")						
Officers in Attendance:		Mr B Howe (Deputy Clerk) Mr B Parker (Operations Manager) Mrs J Notley (Notetaker)						
Councillors in Attendance:		Cllr M Chilcott *						
Police in Attendance:		PCSO Melanie Cherrington-Firkins PCSO Sammie Edwards						
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The Mayor welcomed Councillors, members of the public and those following on Facebook.

392 To receive Apologies for Absence LGA 1972 s 85 (1) Apologies had been received from Cllr J Bonar, Cllr J Malin and Cllr S Slade.

Declarations of Interests in respect of any Agenda items Localism Act 2011

Member	ltem	Interest	Time Period	Speak/Vote
Cllr M Kravis	All	Somerset Councillor	2023	Stayed in the room, spoke and voted

Dispensations Localism Act 2011 None.

394 To receive resignation of Cllr T Bloomfield

The Chair said Cllr Bloomfield's resignation was noted.

395 To receive reports from:

• Somerset Council (SC)

Cllr Mandy Chilcott conveyed apologies from Cllr A Hadley and Cllr C Lawrence. Cllr Chilcott brought Councillors up to date with the coastal protection works at Blue Anchor. She told the meeting that all the local unitary Councillors had complained about the roadworks on the A39. Works would be halted until a solution to the long delays was found. A new Local Plan would be written and it is hoped this would be completed for the whole of Somerset in about 5 years. Until then Somerset Council would operate under the current Local Plan for individual districts.

Cllr Venner queried the size of proposed new signs on the A39 and the positioning of the new bus stop. Cllr Chilcott said she would report back about this at the next meeting.

- Police
 PCSO Melanie Cherrington-Firkins and PCSO Sammie Edwards
 The PCSOs reported on the new targeted approach to anti-social behaviour in the town.
 The PCSOs left to continue their patrol at 7.48 pm.
- Councillors attending Meetings on behalf of Minehead Town Council (MTC)
 Minehead BID (Cllr Venner)
 - Cllr Venner said that Cllr Bloomfield had attended Minehead BID meetings on behalf of MTC and Council would need to appoint another Councillor to do so.
 - Advisory and Working Groups There were no reports.
- **396 To adjourn** the Meeting for Public Inclusion Standing Order No 3e There were no members of the public present.

397 Mayor's Announcements The Mayor said he had no announcements to make.

398 To agree the Minutes of the Full Council Meeting held on Tuesday 28 March 2023 – *Minutes to be agreed by Councillors who were in attendance*

Proposed: Cllr Kingston-James

Seconded: Cllr Lawton

Agreed with all in favour.

399 To note the Minutes of the Planning Committee meeting held on Tuesday 4 April 2023, Minutes of the Finance & Staffing Committee meeting held on 18 April 2023. The Mayor said the Minutes were noted.

The Mayor said Council needed to approve the Minutes of the Amenities & Environment Committee meeting held on Tuesday, 14 March 2023 as that had been the final meeting of that Committee.

Proposed: Clir C PalmerSeconded: Clir HodsonAgreed with all in favour to approve the Minutes of the Amenities & Environment Committeemeeting held on Tuesday, 14 March 2023.

400 Finance Matters

400.1 To approve Urgent Payments for April 2023 Payments 1-13, totalling £46,892.80

Proposed: Cllr M Palmer Agreed with all in favour Seconded: Cllr Hodson

400.2 To approve Payments under £1,500 for April 2023 Payments 14-33, totalling £6,329.63

> Proposed: Cllr Venner Agreed with all in favour

Seconded: Cllr Lawton

400.3 To approve Payments over £1,500 for April 2023 Payments 34-35, totalling £28,539.90

Proposed: Clir C PalmerSeconded: Clir LawtonAgreed with all in favour

400.4 To approve Payments by Procurement Card for March 2023 Payments 36-45, totalling £615.20

Proposed: Cllr HodsonSeconded: Cllr LawtonAgreed with all in favour

400.5 To approve Regular Payments for March 2023 Payments 1-31, totalling £5,316.99

> **Proposed: Cllr C Palmer Agreed** with all in favour

Seconded: Cllr Hodson

400.6 To note Income Report for March 2023 Income totalling £41,844.99, with interest of £988.36 The Deputy Clerk said the whole precept for the year had been received that day. The Chair of Finance & Staffing Committee said the Income was noted.

401 To approve the second Interim Audit Report 2022-2023

(Recommendation from Finance & Staffing Committee)

The Deputy Clerk told the meeting that this Interim Second Report would form part of the Final Report which would be received in May 2023. Cllr Kingston-James said the Report was good to read and he would be pleased when the full Report was received which would be made public, particularly in relation to payments to the ex-Mayor.

402 To agree Closing of the Annual Accounts 2022-2023

(Recommendation from Finance & Staffing Committee)

The Deputy Clerk reminded Councillors that there would be a Risk Management Review Report, an Asset Register update, the AGAR end of year Report, and Movement in Reserves Report including a surplus on the Revenue Account. The would be a final Internal Audit Report which would pick up all these items.

Proposed: Cllr C Palmer Seconded: Cllr Kingston-James

Agreed with all in favour that Council approve the Second Interim Audit Report for 2022-2023 and agree the closing of the Annual Accounts for 2022-2023.

403 To agree Grant of £5,000 to Minehead Museum and Service Level Agreement for the Museum for 2024-2025 (*Recommendation from Finance & Staffing Committee*) The Deputy Clerk reminded Councillors that any SLA would be for the following financial year. Officers would come back to Council with a suggested Service Level Agreement.

Cllr Venner said he was happy with a grant of $\pm 5,000$ to Minehead Museum and to ask that any SLA ran for the lifetime of the present Council – 2024-2027 – a term of 3 years, with a review after that date.

Proposed: Clir C PalmerSeconded: Clir Kingston-JamesAgreed with all in favour to award a Community Grant of £5,000 to Minehead Museum

404 To agree an invitation to Leigh Danter's Funfair from Wednesday 6 September to Sunday 10 September inclusive

The Deputy Clerk told Councillors that MTC charged £125 per day for using Marsh Common and would charge the funfair £625 for using the area.

Cllr M Palmer said she had had complaints in the past about noise from the funfair and wanted a guarantee that noise levels would be kept down. Cllr Lawton felt it would be easier to manage this if decibel levels were set out. The Operations Manager said he would hold meetings with the funfair personnel before and after the fair and inspect the ground for any damage. A phone number would be made available to anyone who had a problem with noise.

Proposed: Clir C Palmer Seconded: Clir Venner

Agreed with all in favour to invite Leigh Danter's Funfair to Marsh Common from 6 September to 10 September 2023 inclusive.

405 To receive update on Street Weed Removal

The Operations Manager made a short report about the weed removal and reminded Councillors that the eight week contract operative had done a very good job and in the short term the Amenities Team would carry out continuing work themselves. They had recently had a demonstration of an Integrated weed management programme but this would come at a cost and needed further evaluation.

Cllr Venner said he had had a great deal of positive feedback from residents about the weed control and removal. The town looked good and he wished to pass on his thanks to the Amenities Team and the short-term contractor.

Cllr Kravis entered the meeting at 8.12 pm.

The Operations Manager said staff would need to take stock of how to continue with weed control in the future. The Mayor asked him to convey the whole Council's thanks for all their hard work.

406 To approve Calendar of Meetings 2023-2024

The Deputy Clerk said there would no longer be any Monday meetings which was good for the Community Centre. There would be three meetings a month rather than four.

Proposed: Clir C PalmerSeconded: Clir HodsonAgreed with all in favour to approved the Calendar of Meetings

- **407 To agree** Advisory Groups for the new Municipal Year 2023-24 Councillors had seen a review of Advisory Groups from May 2023. The Mayor wished to have details of Advisory Groups published for residents to see. Councillors discussed the balance of the suggested Advisory Groups. Cllr M Palmer thought that, rather than having a core membership of 6 Councillors, there should be a minimum of 3 on each Group. The Mayor said Councillors would agree the structure of Advisory Groups at a later date. These Groups would take up the topics previously considered by the Amenities & Environment Committee.
- 408 To resolve to exclude Members of the Press and Public (Public Bodies [Admission to Meetings] Act 1960) The Mayor said that Council was asked to resolve to exclude members of the press and public in accordance with the Public Bodies [Admission to Meetings] Act 1960 as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted, which included staffing matters.

The public meeting ended at 8.25 pm.