



MINEHEAD TOWN COUNCIL

MINUTES OF THE AMENITIES AND ENVIRONMENT COMMITTEE MEETING

HELD ON TUESDAY 8 FEBRUARY 2022 AT 7.30 PM

AT THE COMMUNITY BUILDING, IRNHAM ROAD, MINEHEAD TA24 5DW

The Meeting was recorded and streamed live 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

Present: Chair: Cllr T Bloomfield
Councillors: Cllr P Bolton*, Cllr E Jones, Cllr A Kingston-James, Cllr C Palmer*, Cllr M Palmer, Cllr H Rose
(denotes Somerset West and Taunton District "SWaT" Councillor)*

Officers in Attendance: Ms S Rawle - Clerk
Mr B Howe – Deputy Clerk
Mrs M Swallow - Notetaker

Members of the Press and Public: 0 members of the Press
0 members of the Public

Councillors Absent: Cllr A Berry, Cllr O Harvey, Cllr N Hercock

Cllr Bloomfield welcomed all to the Meeting, including public viewing via the Facebook streaming service.

1435 APOLOGIES FOR ABSENCE [LGA 1972 s 85 \(1\)](#)

Apologies had been received from Cllr M Kingston-James and Cllr T Venner*.

1436 TO RECEIVE COUNCILLORS' DECLARATIONS OF INTEREST AND ANY DISPENSATIONS [In accordance with the provisions of the Localism Act 2011 in respect of members](#)

To receive and record any Declarations of Interest in respect of any matters included on the Agenda for consideration at this Meeting.

Member	Minute	Interest	Time Period	Speak/Vote
Cllr C Palmer	All	SWaT Councillor	2022	Remained present, spoke and voted
Cllr H Rose	1442	Pecuniary	08.2.2022	Remained present <i>(an information-receiving item from the Clerk which did not warrant Councillors' action)</i>

DISPENSATIONS

None.

- 1437 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON TUESDAY 9 NOVEMBER 2021

The Minutes were approved as a true and accurate record of the Meeting by Councillors who had been present.

Proposed by: Cllr Bloomfield **Seconded by:** Cllr C Palmer
Unanimously agreed by the appropriate Councillors.

- 1438 TO ADJOURN THE MEETING FOR PUBLIC INCLUSION [Standing Order No 3e](#)

As there had been no requests to speak at the Meeting, adjournment was not necessary.

- 1439 TO RECEIVE THE CHAIR'S VERBAL REPORT

Cllr Bloomfield did not have anything to report.

- 1440 TO DISCUSS THE SITING AND INSTALLATION OF A MEMORIAL TO PILOT OFFICER PHILIP NEVIL FLOYD - *ITEM REFERRED FOR CONSIDERATION AT THIS MEETING BY FULL COUNCIL AT THEIR MEETING ON TUESDAY 23 NOVEMBER 2021*

The Clerk explained that the item had previously been discussed at the November Full Council Meeting.

PO Philip Nevil Floyd had displayed outstanding bravery during the Second World War by saving the lives of his four crewmen at the expense of his own, and it was felt that this should be marked by a permanent memorial of some kind. The Full Council Meeting had suggested either a plinth in Wellington Square, a plaque on Floyds Corner or an inscription at the War Memorial. The Committee was asked for their thoughts.

Cllr Bolton advocated either the Floyds Corner or Wellington Square options the most appropriate, and Cllr Bloomfield added her thought that a memorial plaque with an overview of the history behind it and possibly a photograph of PO Floyd would be a fitting tribute.

Cllr M Palmer was mindful of the listed status of the area and that planning permission may be required: the Clerk confirmed that would be necessary if anything substantial were to be installed. The Clerk added that it may be appropriate to liaise with the Royal British Legion for ideas.

It was proposed that either Wellington Square or Floyds Corner should be the site of the memorial, subject to the thoughts and advice of the Royal British Legion.

Proposed by: Cllr Bolton **Seconded by:** Cllr Bloomfield
Agreed with 5 votes in favour and 2 abstentions.

1441 TO DISCUSS ANY PLANS AND BUDGETS TO COMMEMORATE THE PLATINUM JUBILEE CELEBRATION FROM 2 JUNE TO 5 JUNE 2022

The Deputy Clerk informed Councillors that as other local councils, including Porlock, were planning events to mark the historic occasion, it was envisaged that Minehead would also wish to commemorate in some way - and that asking the public for their views might be a good first option. An event in Blenheim Gardens on 5 June 2022 could be considered as Minehead Town Council (MTC) had already booked the bandstand for that date as part of the Summer Season of Band Concerts. Cllr Bolton felt that consideration should also be given to siting a commemorative plaque in the town.

Cllr Bloomfield suggested the establishment of a Working Group to discuss and plan; **the Working Group was agreed as Cllr Bloomfield, Cllr Bolton, Cllr A Kingston-James and Cllr M Palmer.**

The Deputy Clerk confirmed that he would add details to both the MTC website and Facebook page, inviting comments and suggestions from the Minehead public.

1442 TO RECEIVE A VERBAL REPORT FROM THE CLERK ON IMPROVEMENTS AT HAREPARK ALLOTMENTS AND OTHER ISSUES

The Clerk explained that the MTC Amenities Team had been working extremely hard at the site for around a month. They had cleared six derelict allotments and removed items of rubbish including carpets, plastic piping, plastic pots, pallets, tyres and old polytunnels - filling four medium-sized skips at a cost to MTC of £1516. Removal of around 20 tyres from just six plots had cost MTC over £79. More clearance was necessary following the eviction of a plot holder for non-payment and non-cultivation of the plot.

Plot boundaries had been reinstalled where possible and the site's main pathway widened - giving the Amenities Team easy access to the site with equipment.

The back perimeter hedge had been laid and the dead elm removed - allowing, more light to the plots in that area. The right-hand side hedge had also been tidied.

The vacant plots had been cleared and levelled with the digger. Some of the larger plots had been divided to provide additional letting plots, and upon completion of work 10 plots would be available at the Harepark site.

Plans were in place to create a small communal orchard with existing fruit trees and wildflower area in the top right-hand corner of the site, where creating an allotment plot would be difficult.

The perimeter fence would be replaced as the posts were rotten.

The Clerk concluded by encouraging Councillors to see for themselves and confirming that once Harepark was completed, the Marshfield site would be tackled.

Cllrs M and C Palmer expressed their admiration of the Harepark site following a visit and Cllr Bloomfield said that the Amenities Team should be congratulated on a job well done.

1443 TO RECEIVE A VERBAL REPORT FROM THE DEPUTY CLERK ON THE UPGRADE OF POWER SUPPLIES IN MINEHEAD

The Deputy Clerk informed Councillors that on Thursday 3 February he was accompanied by the Clerk, Amenities Team Manager, a Somerset County Council representative and an electrician involved in the 2021 Christmas lighting display to undertake a walking assessment of streetlight power in the town.

MTC had considered tapping-in to some of the streetlights to continue the provision of the existing central Christmas tree lights and possibly some additional ones - however that had been deemed an unworkable option due to the age of the electrical boxes, the unsuitability of some and being unmetered. Power had previously been used from shops in the vicinity, but this was potentially unsafe and not ideal for the shop owners. The Deputy Clerk explained that this left two possible options: either approach Western Power to fit a box to the outside of the shops for the unmetered power supply or contact the existing suppliers to request an upgrade to meet regulations for a metered supply. The Amenities Manager had confirmed there to be at least five shops providing power, but more were necessary if the lights were to be extended into trees on shop fronts in The Parade area as far as to the location of WH Smith. Those shop owners would be consulted regarding permission to install a power meter box on their shop fronts. In summary, the existing supply required upgrading and up to 10 shop owners would need to be consulted for this plan.

The Deputy Clerk confirmed that during the town walkabout the possibility of lighting in The Avenue was discussed with the SCC Rep. It was confirmed a feasible option if the correct infrastructure were to be installed. The Deputy Clerk emphasised that MTC should be involved in the infrastructure and then be reimbursed a contribution by Minehead BID for the work undertaken - which would require plugs to be fitted to those few pylons without them already. The unmetered supply would then need to be registered with the electricity company.

In summary, the Deputy Clerk emphasised the need to improve the power supply for the trees in Park Street and Friday Street and enable power for trees to be displayed in The Parade. That would mean trees/lighting balls could be displayed throughout Park Street, Friday Street and The Parade. MTC should then work in conjunction with Minehead BID to facilitate an electricity supply in The Avenue suitable for a Christmas display.

Cllr Bolton questioned where responsibility would lay, to which the Deputy Clerk replied that MTC should be responsible for the infrastructure and Minehead BID for the lighting.

Cllr M Palmer said it should be borne in mind that the buildings in The Parade area are listed.

Cllr Rose was concerned that if a shop became vacant the power supply could be interrupted. The Deputy Clerk replied that there would be sufficient cabling to cope in this scenario.

Cllr M Palmer emphasised the importance of lighting The Avenue as the darkness was a disappointing contrast from the lighting further up in the town. The Deputy Clerk said the cost of purchasing the lights must be borne in mind as 17 pylons would be involved.

Cllr Bolton expressed concern about responsibility for the long-term maintenance of the lights and suggested budgeting for this commitment.

The Deputy Clerk said the next stage would be to get power to the correct places in order to make a decision on progressing this and to research costings - as the work necessary to make it happen for this Christmas would have to be commenced as soon as possible. Minehead BID would be asked to financially contribute to the project in The Avenue.

The Deputy Clerk added that some work was also required to upgrade the Alcombe lights.

It was proposed that Full Council be recommended to consider obtaining quotations for the necessary work, prioritising The Avenue, Park Street, Friday Street and Alcombe - to be ready for Christmas 2022.

Proposed by: Cllr Bloomfield **Seconded by:** Cllr Jones
Unanimously agreed.

1444 TO RECEIVE A VERBAL UPDATE FROM THE DEPUTY CLERK REGARDING THE UPGRADE OF ASSETS

The Deputy Clerk explained that this item should read the "update" of assets as it was referring to the transfer of the Quay West toilets and Wellington Square to MTC by their current owner SWaT.

The Heads of Terms Lease for the Quay West toilets had been signed by MTC and sent to SWaT and it was hoped to add this to MTC's asset list in the next few weeks and then consideration could be given to upgrading the facilities.

A survey costing MTC £1500 had been undertaken on the maintenance required to make good Wellington Square, and SWaT had agreed to fund this work.

These community assets, transferred for a nominal fee, would hopefully be in the ownership of MTC by May.

Cllr Bolton highlighted that the Friday market Fishmonger was still trading on Wellington Square, following the expiry of the six-month licence granted by SWaT, and wondered if there was an update in that respect. Cllr M Palmer explained that she was aware he would be moving to re-join the other market stalls soon and had remained on Wellington Square due to social distancing rules.

Cllr C Palmer, a SWaT Councillor, agreed to investigate the matter.

The Deputy Clerk stated that he would also email his contact about the matter.

1445 TO RECEIVE A VERBAL UPDATE FROM THE DEPUTY CLERK REGARDING IRNHAM ROAD TOILETS AND TO DISCUSS POSSIBLE IMPROVEMENTS/CHANGES

The Deputy Clerk explained that the Gents' toilets were at the back of building and periodically suffered vandalism; the front housed the Ladies' toilets; the disabled toilet was situated back left and front left were redundant baby changing facilities with another toilet.

The Deputy Clerk's idea was to relocate the Gents' toilets to the front of the building, using that now defunct area, and close the existing Gents to deter people from going around the back of the building. This would require minimal work therefore minimal cost. The back area could then be sealed off. As CCTV was operational at the front this could be a deterrent to further vandalism.

Cllr Bloomfield suggested that perhaps a concrete bench could be added to the front alcove area to deter ball games.

Cllr Bolton asked whether it was possible to block-off the back passageway, where there had been fires in the past. The Deputy Clerk confirmed that this had already been considered and contact made with the Bowling Club who were happy for that work to be done. There would be a steel end one side and a gate at the other - and the area used for storage purposes.

It was proposed that Full Council be recommended to refer this matter for consideration by the Toilet Advisory Group and to discuss costings, which the Deputy Clerk anticipated would be around £4,500.

Proposed by: Cllr Bloomfield **Seconded by:** Cllr Jones
Unanimously agreed.

Cllr Bloomfield concluded the Meeting by thanking those viewing via the live streaming process and proposed that the Meeting should be closed.

Proposed by: Cllr Bloomfield **Seconded by:** Cllr C Palmer
Unanimously agreed.

The Meeting ended at 8.10 pm.