



MINEHEAD TOWN COUNCIL

MINUTES OF THE AMENITIES AND ENVIRONMENT COMMITTEE MEETING HELD ON TUESDAY 14 SEPTEMBER 2021 AT 7.30 PM AT THE COMMUNITY BUILDING, IRNHAM ROAD, MINEHEAD TA24 5DW

The Meeting was digitally recorded

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 A Berry, Cllr A Kingston-James (Deputy Mayor), Cllr C Palmer*, Cllr M Palmer, Cllr T Venner*
(* 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 N Hercock

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

1267 APOLOGIES FOR ABSENCE [LGA 1972 s 85 \(1\)](#)

Apologies had been received from Cllr P Bolton, Cllr O Harvey, Cllr E Jones, Cllr M Kingston-James and Cllr H Rose.

1268 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 Bloomfield	1273	Personal	2021	Remained present but did not speak
Cllr A Kingston-James	1273	Personal	2021	Remained present but did not speak
Cllr C Palmer	All	SWaT Councillor	2021	Remained present, spoke and voted
Cllr Venner	All	SWaT Councillor	2021	Remained present, spoke and voted
	1274	Personal	2021	Remained present, spoke and voted

DISPENSATIONS

None.

1269 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON TUESDAY 10 AUGUST 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.

1270 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.

1271 TO RECEIVE THE CHAIR'S VERBAL REPORT

Cllr Bloomfield had no report to make.

1272 TO RECEIVE A VERBAL REPORT ON THE ALLOTMENT SITES FROM CLLR M PALMER OF THE ALLOTMENTS ADVISORY GROUP (*DEFERRED FROM THE MEETING ON TUESDAY 10 AUGUST 2021*)

Cllr M Palmer referred Councillors to the written report circulated with the Agenda prior to the Meeting.

To summarise to Councillors present and also for the benefit of viewers to the Meeting Cllr M Palmer confirmed that visits to all Allotment sites had been undertaken during July, when detailed assessments had been made.

Improvements to a number of plots throughout the sites were needed, and ideas were to be considered. Funding for ease of access areas for the less able-bodied would be sought. The Deputy Clerk confirmed that the budget-setting process would be undertaken during October, and this project would be factored-in once the Allotments Advisory Group reported back.

The Allotment Advisory Group would meet prior to the Full Council Meeting scheduled for Tuesday 28 September and Cllr M Palmer agreed to arrange the Meeting.

1273 TO RECEIVE A VERBAL UPDATE FROM THE CLERK REGARDING ARRANGEMENTS FOR CHRISTMAS 2021

The Clerk confirmed that a Meeting involving Andrew Hopkins of Minehead Business Improvement District (BID) and other parties involved with Minehead and Alcombe Christmas preparations was convened at the end of August - during which consideration was given to working cohesively for a successful festive season.

Some Christmas arrangements were already planned, and the Clerk confirmed as follows:

- The Friends of Minehead Station would hold their annual Christmas Fair on Saturday 27 November.
- Gateway Events were organising a two-day Christmas Festival on Friday 26 and Saturday 27 November - to include a fun fair, stalls, Santa's Grotto and entertainment at the Old Hospital. There would also be entertainers around the town. Cllr Bloomfield, as a member of Gateway Events, confirmed that the Santa sleigh would again be circulating in the town in the week before Christmas and additionally the holding of a fair in the town during the first weekend in December. The fair would inevitably mean the closure of some roads (Bancks Street to Tregonwell Road, but not as far as Wellington Square) however disruption would be as minimal as possible and would not affect local taxis or buses.
- Minehead BID – were planning to provide entertainers on the three Saturdays in December running up to Christmas.
- Minehead Town Council (MTC) would, as usual, fund the Christmas Tree in Wellington Square and the smaller trees and lights in Friday Street, Park Street and The Parade. The Deputy Clerk confirmed the inclusion of Alcombe in the scheme.

The switching-on of the Christmas lights was scheduled for Friday 26 November and Cllr Bloomfield confirmed the plan that Christmas late-night shopping would be available on the same evening - consultation with town businesses was underway to ascertain feasibility.

The Clerk and Deputy Clerk stated the intention of MTC to arrange a town visit by a lighting company representative, with a view to improving Christmas lighting in the Wellington Square area.

1274 TO DISCUSS THE MAINTENANCE ISSUE OF A PARCEL OF LAND IN THE CHURCH STEPS AREA OF THE TOWN, AS DETAILED IN A COLLECTIVE LETTER TO THE MTC CLERK FROM CLLRS VENNER, MALIN AND LAWTON

Cllr Venner presented this item and referred Councillors to the correspondence circulated with the Agenda prior to the Meeting.

He explained the situation regarding an area of land next to Church Steps and opposite the Church, which had not been maintained for a long period. The result of this was not only an eyesore about which he was aware of many complaints, but the lack of maintenance had led to an emerging and worrying state of disrepair in the adjacent wall which could, if left unchecked, result in its collapse onto the highway.

Cllr Venner stated that the land had formerly belonged to West Somerset District Council but believed it had been omitted from the Assets Register database submitted during the merger and subsequent formation of Somerset West and Taunton District Council - resulting in ownership uncertainty. He added that he had previously written to both the SWaT Chief Executive and Council Leader about the matter. Cllr C Palmer interjected with his understanding that the parcel of land was present on the SWaT Assets Register.

Cllr Venner felt it vital that an urgent letter be sent to SWaT from MTC - firstly requesting that the land be cleared as soon as possible and subsequently properly maintained in future. He added that he, Cllr Malin and Cllr Lawton would be happy to have their names included in the letter.

It was proposed that this matter be discussed further at the Full Council Meeting on Tuesday 28 September, with a recommendation made to Full Council that a letter be composed and sent to SWaT as soon as possible thereafter.

Proposed by: Cllr Venner
Unanimously agreed.

Seconded by: Cllr Bloomfield

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
This was unanimously agreed.

Seconded by: Cllr A Kingston-James

The Meeting ended at 7.55 pm.