



PUBLIC NOTICE

FULL COUNCIL MEETING

This Meeting will be streamed live to the Minehead Town Council Facebook Page

The Meeting will be digitally recorded

Date: Tuesday 24 January 2023

Time: 7.30 pm

Venue: Community Building, Irnham Road, Minehead TA24 5DW

Enquiries: 01643 707213 or email admin@mineheadtowncouncil.co.uk

Mayor: Cllr A Kingston-James

Councillors: Cllr T Bloomfield, Cllr J Bonar, Cllr C Gilberto, Cllr B Hodson, Cllr M Kingston-James, Cllr M Kravis***, Cllr A Lawton, Cllr J Malin, Cllr C Palmer*, Cllr M Palmer, Cllr J Rogers, Cllr S Slade, Cllr T Venner*

(denotes Somerset West and Taunton Councillor "SWaT")*

*(** denotes Somerset County Councillor "SCC")*

ALL COUNCIL MEETINGS ARE OPEN TO THE PUBLIC AND PRESS

Sam Rawle
Clerk

17 January 2023

PUBLIC FORUM

There will be a 15-minute open forum at the beginning of the Meeting when residents of Minehead and Alcombe may speak on any subject. Each individual will be limited to speak for no more than 3 minutes. It should be noted that if the subject is not a subject on the Agenda it will not be possible for Councillors to make any decisions on that matter in the main Meeting. If you would like to ask a question or speak at a Meeting you will need to submit your request to the Clerk in advance of the Meeting. You can request to speak at the Meeting by emailing your full name, agenda item or subject and your question to the Clerk using admin@mineheadtowncouncil.co.uk

AGENDA

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

- 1 **To receive** Apologies for Absence [LGA 1972 s 85 \(1\)](#)
- 2 **To receive:**
Declarations of Interests in respect of any Agenda items [Localism Act 2011](#)
Dispensations [Localism Act 2011](#)
- 3 **To accept** resignation of Cllr M Burke
- 4 **To receive** reports from:
 - Somerset County Council (SCC)
 - Somerset West and Taunton District Council (SWaT)
 - Police
 - Councillors attending Meetings on behalf of Minehead Town Council (MTC)
 - Minehead BID (Cllrs Bloomfield and Venner)
 - Advisory and Working Groups
- 5 **To adjourn** the Meeting for Public Inclusion [Standing Order No 3e](#)
- 6 **Mayor's Announcements**
- 7 **To agree** the Minutes of the Full Council Meeting held on Tuesday 13 December 2022 – *Minutes to be agreed by Councillors who were in attendance*
- 8 **To note** the Minutes of the Planning Committee meeting held on Tuesday 3 January 2023, Finance & Staffing Committee held on 9 January 2023 and Amenities & Environment Committee held on 10 January 2023

9 Finance Matters

- 9.1 To approve** Urgent Payments for January 2023
 - 9.2 To approve** Payments under £1,500 for January 2023
 - 9.3 To approve** Payments over £1,500 for January 2023
 - 9.4 To approve** Payments by Procurement Card for December 2022
 - 9.5 To approve** Regular Payments for December 2022
 - 9.6 To note** Income Report for December 2022
- 10 To agree** the creation of a Service Level Agreement (SLA) from April 2023 for Citizens Advice West Somerset
- 11 To discuss** celebrations of King Charles’ Coronation in May 2023
- 12 To agree** Bands in Blenheim Gardens concert season
- 13 To discuss** complaint about trolleys abandoned around Seaward Way – Cllr T Venner
- 14 To agree** Employee Handbook and other policies
- 15 To agree** MTC representative for
- (a) League of Friends of Minehead Hospital
 - (b) Plastic-free Minehead Community Group
- 16 To resolve** to exclude Members of the Press and Public ([Public Bodies \[Admission to Meetings\] Act 1960](#))
- 17 Confidential Items**

-