



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 28 March 2023

Time: 7.30 pm

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

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

Deputy Mayor: Cllr T Bloomfield

Councillors: 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 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

Bryan Howe
Deputy Clerk

22 March 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. Everyone 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 receive** resignation of Cllr A Kingston-James James and elect a Chairperson/Mayor.
- 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](#)
Mr Julian Luke – Minehead Museum Premises Appeal and SLA
- 6 **Deputy Mayor’s Announcements**
- 7 **To agree** the Minutes of the Full Council Meeting held on Tuesday 28 February 2023 –
Minutes to be agreed by Councillors who were in attendance
- 8 **To note** the Minutes of the Planning Committee meeting held on Tuesday 7 March 2023, the Finance & Staffing Committee meeting held on 13 March 2023 and the Amenities & Environment Committee meeting held on 14 March 2023

- 9 Finance Matters**
- 9.1 To approve** Urgent Payments for March 2023
- 9.2 To approve** Payments under £1,500 for March 2023
- 9.3 To approve** Payments over £1,500 for March 2023
- 9.4 To approve** Payments by Procurement Card for February 2023
- 9.5 To approve** Regular Payments for February 2023
- 9.6 To note** Income Report for February 2023
- 10 To approve** planting of memorial hedge in Queen Elizabeth Memorial Garden by local school children to celebrate King Charles III coronation
(Recommended by Amenities & Environment Committee)
- 11 To agree** plans for celebrations of King Charles' Coronation in May 2023
- 12 To approve** new entrance path to Queen Elizabeth Memorial Garden
(Recommended by Finance & Staffing Committee)
- 13 To approve** – grants to West Somerset Advice Bureau and the Minehead Museum from the 2023/24 budget.
- 14 To agree** reviewed MTC Policies:
- (a) Weed Control Policy
 - (b) Employee Safety Handbook
 - (c) Driver Handbook
 - (d) Volunteer Agreement
- 15 To approve:**
- (a) Trial MTC Rewilding Areas
 - (b) County Grass Cutting 2023
- 16 To agree** date for Annual Town Meeting-
Dates - Statutory Annual Meeting of Council will be held on 23 May 2023.
Suggested dates for Annual Town Meeting are 16 or 30 May 2023.
- 17 To resolve** to exclude Members of the Press and Public (Public Bodies [Admission to Meetings] Act 1960)
- 18 Confidential Items**