



MINEHEAD TOWN COUNCIL

MINUTES OF THE FULL COUNCIL MEETING

HELD ON TUESDAY 28 FEBRUARY 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: Cllr A Kingston-James
Councillors: Cllr T Bloomfield, Cllr J Bonar, 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")

Officers in Attendance: Ms Sam Rawle (Clerk)
Mr B Howe (Deputy Clerk)
Mrs J Notley (Notetaker)

Councillors in Attendance: Cllr M Chilcott **
Cllr C Lawrence **

Police in Attendance: PCSO Katherine Williams
PCSO Melanie Cherrington-Firkins

Councillors Absent: 0

Members of the Public: 3

Members of the Press: 0

The Mayor welcomed Councillors, members of the public and those following on Facebook.

318 To receive Apologies for Absence [LGA 1972 s 85 \(1\)](#)
Apologies had been received from Cllr C Gilberto.

319 To receive:Declarations of Interests in respect of any Agenda items [Localism Act 2011](#)

| Member | Item | Interest | Time Period | Speak/Vote |
|---------------|------|-----------------------------------|-------------|-------------------------------------|
| Cllr M Kravis | All | SWaT Councillor SCC Councillor | 2023 | Stayed in the room, spoke and voted |
| Cllr C Palmer | All | SWaT Councillor | 2023 | Stayed in the room, spoke and voted |
| Cllr T Venner | All | SWaT Councillor | 2023 | Stayed in the room, spoke and voted |

Dispensations [Localism Act 2011](#)

None.

320 To adjourn the Meeting for Public Inclusion [Standing Order No 3e](#)

Mr Steve Martyn spoke to the meeting about the Café in Blenheim Gardens. 7 Councillors who were on the MTC Planning Committee left the room as a planning application for the Café was due to be discussed at MTC's next Planning Committee meeting. Following Mr Martyn's speech, on his return to the meeting, Cllr Venner, Chair of the Planning Committee, invited Mr Martyn to speak at the MTC Planning Committee meeting.

321 To receive reports from:

- Somerset County Council (SCC)

Cllr Mandy Chilcott read out a letter sent from SWaT to the tenant of Blenheim Gardens Café, which directly related to what Mr Martyn had spoken about. This pointed out that landlord permission and licensing approval would be necessary for any application involving alcohol at Blenheim Gardens Café.

Cllr Chilcott reported on the extraordinary amount of work for officers and Councillors of the new Unitary authority. She said that in the Budget there was a large amount set aside for local plans. As before, the Somerset West & Taunton area would be one planning board. Cllr Andy Hadley would represent the area on the Planning Committee. This would be ratified at a meeting the following day. She also informed the meeting about road closures on the A39 at Selworthy: the road would be closed for preparatory work from 9.30 – 3.00 pm between 6 March and 10 March with night time closures between 6.00 pm and 7.00 am between 13 and 16 March for re-surfacing.

Cllr Christine Lawrence told the meeting that the Dunster cycle path work had been re-started. She and Cllr Chilcott had had many conversations with Highways because they were unhappy at the time the work was taking. The Councillors had made it clear that this summer could not have similar disruption to last summer on the A39.

Cllr Lawrence said she had heard from a lot of residents feeling stressed at the prospect of losing the peace in Blenheim Gardens and hoped it would turn out right for all residents. She reminded the meeting that Somerset Day would be on 15 May 2023 and would be a celebration of Somerset.

- Somerset West and Taunton District Council (SWaT)
Cllr Andy Hadley had sent his apologies for being unable to attend. Cllr Kravis told the meeting that there were only 5 weeks left in existence for SWaT. The IT systems had now migrated over, which had not been as smooth as it might have been and he asked people to be patient.
- Police
Councillors had seen the Police Newsletter but were pleased to welcome 2 PCSOs to the meeting in person. They told the meeting that, thanks to a report directly to them from a resident, vandals at the Railway had been apprehended. They urged residents to report incidents promptly by telephone rather than posting details on social media.

Also discussed were problems of cycling on The Esplanade and Zipp scooters.

The Mayor thanked the Police officers who left to resume their shift at 8.05 pm.

- Councillors attending Meetings on behalf of Minehead Town Council (MTC)
 - Minehead BID (Cllrs Bloomfield and Venner)
 - Advisory and Working Groups

Cllr Bloomfield had attended the Minehead BID director's meeting where a couple of funding applications for 2024 had been granted. She had also attended the Ellicombe Gardens AGM. She thanked the Residents' Association for their warm welcome.

Cllr Slade had attended the AGM of Minehead Hospital League of Friends which had been an excellent meeting. She gave details of all the equipment the League of Friends had provided for the Hospital. They were also hoping some more services and clinics will be able to go back to Minehead.

Cllr Slade was pleased to report that inpatient ward is now fully staffed.

322 Mayor's Announcements

The Mayor said he had had no engagements during the previous month.

323 To agree the Minutes of the Full Council Meeting held on Tuesday 24 January 2023 – *Minutes to be agreed by Councillors who were in attendance*

Proposed: Cllr Bonar

Seconded: Cllr M Kingston-James

Agreed with 1 abstention (Councillor not present) and 11 in favour

324 To note the Minutes of the Planning Committee meeting held on Tuesday 7 February 2023 and Finance & Staffing Committee held on 13 February 2023

The Mayor said the Minutes were noted.

325 Finance Matters

8.1 To approve Urgent Payments for February 2023

Payments 1-11, totalling £42,288.51

Proposed: Cllr Lawton

Seconded: Cllr C Palmer

Approved with all in favour

- 8.2 To approve** Payments under £1,500 for February 2023
Payments 12–40, totalling £9,234.64

Proposed: Cllr Malin Seconded: Cllr Bonar
Approved with all in favour

- 8.3 To approve** Payments over £1,500 for February 2023
Payment 41, for £2,750

Cllr Venner thanked the Deputy Clerk for giving him further information on this payment and confirming that MTC would not be charged again for the next three years.

Proposed: Cllr Slade Seconded: Cllr Venner
Approved with all in favour

- 8.4 To approve** Payments by Procurement Card for January 2023
Payments 42-54, totalling £1,149.94

Proposed: Cllr C Palmer Seconded: Cllr Malin
Approved with all in favour

- 8.5 To approve** Regular Payments for January 2023
Payments 1-28, totalling £4,827.88

Proposed: Cllr A Kingston-James Seconded: Cllr Lawton
Approved with all in favour

- 8.6 To note** Income Report for January 2023
Income totalling £22,737.36, with interest of £340.82
The Chair of Finance said the Income Report was noted.

- 326 To receive** update on plans for celebrations of King Charles' Coronation in May 2023
Cllr Bloomfield said this would be a moment in history and should be marked by MTC. She suggested erecting a screen in Blenheim Gardens for residents to watch the Coronation and asked for a budget of £4,000 for the event with the possibility of an extra £1,000 as a contingency. She said with this budget the working group could plan a family event to celebrate the Coronation. Cllr Venner said Cllr Hodson had agreed to join the working group planning any celebration.

The Deputy Clerk said flags and bunting for Wellington Square and The Parade had already been ordered at a cost of approximately £400. He said the Football Club were prepared to open the Community Centre, screen the Coronation and sell refreshments as a commercial event if Council wished. There was the possibility of a band in Blenheim Gardens on the Sunday.

Cllr Venner wished to ask delegated powers for Finance & Staffing Committee to decide between 2 proposals, one within the £1,500 budget and one with the larger budget.

Cllr M Palmer thought that community involvement was important. Cllr M Kingston-James said Council should bear in mind what was intended for volunteering on the Monday of the Coronation weekend. Cllr Lawton suggested MTC act as a hub to co-ordinate activities and it was important to understand what people were prepared to do. This could be achieved on Facebook or on the MTC website rather than printing leaflets.

Proposed: Cllr Venner

Seconded: Cllr Kravis

Agreed with 11 in favour and 1 abstention to ask the working group to take its proposals to the next Finance & Staffing Committee meeting.

Cllr Lawrence left the meeting at 8.35 pm.

327 To agree MTC fees and charges for 2023/2024

(recommended by Finance & Staffing Committee)

The Deputy Clerk told the meeting that all the fees and charges had been through thoroughly by the Finance & Staffing Committee.

Proposed: Cllr M Kingston-James

Seconded: Cllr C Palmer

Agreed with all in favour

328 To agree to proceed with restoration of paintings owned by Minehead Town Council

(recommended by Finance & Staffing Committee)

Cllr C Palmer wished to proceed with restoration of 3 oil paintings and 1 watercolour and the associated mountings and frames. The Deputy Clerk confirmed there was a sum allocated in the 2023/2024 budget of £4,000. Cllr Palmer said these were firm estimates but could not give further details as these were commercially sensitive but they came within the £4,000 budget.

Proposed: Cllr C Palmer

Seconded: Cllr M Palmer

Agreed with 1 abstention and 11 in favour to proceed with restoration of the paintings.

329 To agree review of Committee Structure for new Council year: to amalgamate Finance & Staffing Committee and Amenities & Environment Committee into Finance & General Purposes Committee

The Deputy Clerk said this had been discussed by Council in the past and would mean effectively having 2 Full Council meetings per month – one being a Committee meeting and the other a normal Full Council meeting. All Councillors would be included on the new Committee. The Clerk suggested that Councillors look at Policy and Development of the Council and also looking at the scope of the working groups and advisory groups. The Committee would have the same delegated powers as at present. The first meeting would discuss items and make recommendations to the second meeting. It was proposed that the new structure would commence in May.

Proposed: Cllr M Palmer

Seconded: Cllr Hodson

Agreed with all in favour to amalgamate Finance & Staffing Committee and Amenities & Environment Committee into Finance & General Purposes Committee.

330 To note:

13.1 that Cllr J Rogers has ceased to be a Councillor

13.2 Cllr Hodson has joined the Swimming Pool Advisory Group

The Mayor said these were noted.

331 **To resolve** to exclude Members of the Press and Public (Public Bodies [Admission to Meetings] Act 1960)

Proposed: Cllr Kravis

Seconded: Cllr Bloomfield

Agreed with all in favour to continue the meeting *in camera* to discuss staffing issues.

The public meeting ended at 8.45 pm.

332 **Confidential Items**