



## **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 25 April 2023

Time: 7.30 pm

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

Enquiries: 01643 707213 or email [admin@mineheadtowncouncil.co.uk](mailto:admin@mineheadtowncouncil.co.uk)

Mayor: Cllr C Palmer

Councillors: Cllr J Bonar, Cllr C Gilberto, Cllr B Hodson, Cllr M Kingston-James, Cllr M Kravis\*, Cllr A Lawton, Cllr J Malin, Cllr M Palmer, Cllr S Slade, Cllr T Venner  
*(\* denotes Somerset Councillor "SC")*

**ALL COUNCIL MEETINGS ARE OPEN TO THE PUBLIC AND PRESS**

Sam Rawle  
Clerk

19 April 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](mailto: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 T Bloomfield
- 4 **To receive** reports from:
  - Somerset County Council (SC)
  - Police
  - Councillors attending Meetings on behalf of Minehead Town Council (MTC)
    - Minehead BID (Cllr 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 28 March 2023 – *Minutes to be agreed by Councillors who were in attendance*
- 8 **To note** the Minutes of the Planning Committee meeting held on Tuesday 4 April 2023, Minutes of the Finance & Staffing Committee meeting held on 18 April 2023 and Minutes of the Amenities & Environment Committee meeting held on Tuesday, 14 March 2023
- 9 **Finance Matters**
  - 9.1 **To approve** Urgent Payments for April 2023
  - 9.2 **To approve** Payments under £1,500 for April 2023
  - 9.3 **To approve** Payments over £1,500 for April 2023
  - 9.4 **To approve** Payments by Procurement Card for March 2023
  - 9.5 **To approve** Regular Payments for March 2023
  - 9.6 **To note** Income Report for March 2023
- 10 **To approve** the second Interim Audit Report 2022-2023  
*(Recommendation from Finance & Staffing Committee)*
- 11 **To agree** Closing of the Annual Accounts 2022-2023  
*(Recommendation from Finance & Staffing Committee)*
- 12 **To agree** Grant of £5,000 to Minehead Museum and Service Level Agreement for the Museum for 2024-2025  
*(Recommendation from Finance & Staffing Committee)*

- 13** **To agree** an invitation to Leigh Danter’s Funfair from Wednesday 6 September to Sunday 10 September inclusive
- 14** **To receive** update on Street Weed Removal
- 15** **To approve** Calendar of Meetings 2023-2024
- 16** **To agree** Advisory Groups for the new Municipal Year 2023-24
- 17** **To resolve** to exclude Members of the Press and Public (Public Bodies [Admission to Meetings] Act 1960)
- 18** **Confidential Items**