



MINEHEAD TOWN COUNCIL

MINUTES OF THE FINANCE AND STAFFING COMMITTEE MEETING HELD ON MONDAY 13 MARCH 2023 AT 7.30 PM AT THE COMMUNITY CENTRE, IRNHAM ROAD, MINEHEAD TA24 5DW

The Meeting was streamed live on the MTC Facebook page

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 M Kingston-James
Councillors: Cllr B Hodson, Cllr M Kravis* **, Cllr J Malin, Cllr C Palmer*,
Cllr M Palmer, Cllr S Slade,
(denotes Somerset West and Taunton District Councillor "SWaT")*
*(** denotes Somerset County Councillor "SCC")*

Officers in Attendance: Mr B Howe – Deputy Clerk
Mr B Parker – Operations Manager

Members of the Public and Press: 1 member of the public
0 members of the press

Cllr M Kingston-James welcomed Councillors and Officers to the Meeting and the public watching via Facebook.

339 To receive Apologies for Absence [LGA 1972 s85 \(1\)](#)
Apologies had been received from Cllr Gilberto and Cllr T Venner.

340 To receive Councillors' Declarations of Interest and any Dispensations [In accordance with the provisions of the Localism Act 2011 in respect of members](#)

Member	Item	Interest	Time Period	Speak/Vote
Cllr M Kravis	All	SWaT & 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 S Slade	Item 342	Personal	13 03 2023	Stayed in the room, spoke and voted

DISPENSATIONS [Localism Act 2011](#)

No dispensations were requested.

- 341 To approve** the Minutes of the Finance & Staffing Committee Meeting held on 13 February 2023 - *Minutes to be agreed by Councillors who were in attendance*

Proposed: Cllr C Palmer

Seconded: Cllr Hodson

Agreed with all in favour.

- 342 To adjourn** the Meeting for Public Inclusion [Standing Order No 3e](#)
Mr Julian Luke - Museum Premises Appeal and SLA

The Chair said this item would not proceed as Mr Luke was unable to attend the meeting. The Deputy Clerk said officers would speak to Mr Luke with a view to deferring discussion to the Full Council meeting on 28 March 2023.

343 Finance

- 343.1 **To approve** urgent payments for March 2023
Payments 1-6, totalling £38,431.25

Proposed: Cllr Slade

Seconded: Cllr Malin

Agreed with all in favour

- 343.2 **To approve** payments under £1,500 for March 2023
Payments 7-21, totalling £4,797.90

Proposed: Cllr Malin

Seconded: Cllr C Palmer

Agreed with all in favour

- 343.3 **To recommend** to Full Council payments over £1,500 for March 2023
Payment 22, totalling £2,169.90

Cllr M Palmer queried the payment and the Deputy Clerk replied that this was for a solar street lamp in a very dark area outside the MTC compound at the bottom of Marshfield Road. This was a route used to access the sea front and the hospital. It had been well-received by the public. It was a bright LED light with a remote control and was being trialled. Cllr Malin suggested the Operations Manager could compose a press release including details of this light alongside the electric vehicles to show MTC's green credentials. Officers were waiting to hear any feedback from local residents.

Proposed: Cllr C Palmer
Agreed with all in favour

Seconded: Cllr M Palmer

343.4 **To approve** payments by Procurement Card for February 2023
Payments 23-31, totalling £1,214.78

Proposed: Cllr Malin
Agreed with all in favour

Seconded: Cllr Hodson

343.5 **To approve** Regular Payments for February 2023
Payments 1-29, totalling £7,216.33

Cllr Malin thought the payment for water and sewage at Quay West toilets was very high. The Deputy Clerk hoped this would improve once the planned refurbishment of the toilets had been completed. Generally these were inefficient toilets and were still being used by people filling up water containers. CCTV was also planned for this area. The Operations Manager said contracts with this supplier would soon be reviewed when additions were being made to it.

Proposed: Cllr M Palmer
Agreed with all in favour.

Seconded: Cllr C Palmer

343.6 **To receive** the Income Report for February 2023

Income for February 2023 was £5,239.22, with additional interest of £366.34. The Chair said the Income Report was noted.

344 **To receive** report on bank reconciliations

Cllr C Palmer reported that he had carried out the bank reconciliations in February and everything was in order.

345 **To consider** Small Grant applications from:

(a) The Regal Theatre, Minehead - £500

The Deputy Clerk confirmed that there was sufficient money in the budget for all four applications.

Cllr Kravis said all involved with the Regal Theatre should be congratulated on what they did and pointed out the Regal received very little public money.

Proposed: Cllr Kravis

Seconded: Cllr Slade

Agreed with all in favour to award a grant of £500 to the Regal Theatre.

(b) Minehead Male Voice Choir - £500

Cllrs Slade and M Palmer did not consider this application benefitted the people of Minehead and therefore did not fit the small grant criteria. The Choir had been awarded a grant in 2022 but Cllr C Palmer pointed out that the trip had produced a profit which the Choir could reinvest in this proposed trip to Wales.

Proposed: Cllr C Palmer

Seconded: Cllr M Palmer

Agreed with 5 in favour and 2 abstentions to refuse the application from Minehead Male Voice Choir.

Cllr Malin wished MTC to explain to the Choir why this application did not conform to the criteria for grants whereas an application for an event in Minehead would do so. The Choir should be praised for the excellent work it does.

(c) Minehead Gardening Club - £500

Cllr M Palmer felt this was too high an amount to request for staging the Flower Show; Cllrs Slade and Kravis found it reasonable, given the cost of hiring the College hall.

Proposed: Cllr Kravis

Seconded: Cllr Slade

Agreed with 5 in favour and 2 abstentions to award a grant of £500 to Minehead Gardening Club.

(d) Minehead Dementia Action Alliance - £500

MDAA had applied for a grant of £500 towards the Memory Café which had had to shut down during the COVID pandemic. Cllr M Palmer felt this was precisely the sort of application which should be supported.

Proposed: Cllr Kravis

Seconded: Cllr M Palmer

Agreed with all in favour to award a grant of £500 to MDAA.

346 **To receive** update on plans for the Coronation Celebrations

Cllr Hodson was the sole representative present of the working group and he reported that the group had considered providing a memento for younger schoolchildren. This would be within a somewhat limited budget and depended on whether the item was suitable. There were local providers available for cups, medals or soft toys but he asked if any of these were appropriate items. The budget was £1500 with £400 already having been spent on flags and bunting. This would be discussed again at the following day's Amenities & Environment Committee meeting and would then need to go forward to Full Council. The Deputy Clerk added that the Football Club were prepared to show a screening of the Coronation at the Community Centre, providing tea and coffee, etc. MTC could also put a band on in Blenheim Gardens on the Sunday but a decision had to be made very soon. Cllr M Palmer suggested encouraging people to bring a picnic to Blenheim Gardens during the band concert.

347 **To discuss** proposed new entrance path to Queen Elizabeth Memorial Garden

The Operations Manager reminded Councillors that the Rose Garden would be changing to the Queen Elizabeth Memorial Garden. The Greener Minehead Advisory Group had been discussing plans for the Garden and had suggested laying a tarmac path, curving off the current footpath into the Garden. The quote was for the provision of a tarmac path costing £850. Cllr M Palmer said this would lead into a slabbed path and would use an area which was presently mud. This would make it easier for those with limited mobility, would make the entrance to the Garden more welcoming and more pleasant to walk in.

A price had been obtained for a concrete path and a tarmac path. Tarmac was slightly cheaper and was felt to be more pleasant to use.

Proposed: Cllr Malin

Seconded: Cllr M Palmer

Agreed with all in favour to recommend to Full Council the new entrance scheme and the quote for £850 to provide a tarmac path.

The Chair thanked those watching on Facebook and everyone attending the meeting.

Proposed: Cllr C Palmer

Seconded: Cllr Hodson

Agreed with all in favour to close the meeting.

The meeting closed at 8.05 pm.