



PUBLIC NOTICE

STATUTORY ANNUAL COUNCIL MEETING

*This Meeting will be digitally recorded and streamed to the Minehead Town Council
Facebook Page*

Date: Tuesday 23 May 2023

Time: 7.30 pm

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

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

Mayor: Cllr C Palmer

Councillors: Cllr J Bonar, 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

16 May 2023

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 **Confirmation that a Quorum is present** LGA 1972, Sch.12, paras 12, 28
- 2 **Election of Mayor and Acceptance of Office** LGA1972s14 (1), 15(1&2), 33(1) and 34(1&2)
- 3 **To receive** apologies for absence LGA 1972 s 85 (1)
- 4 **To receive:**
Declarations of Interest in respect of any Agenda items (Localism Act 2011)
Dispensations (Localism Act 2011)
- 5 **Election of Deputy Mayor**
- 6 **To receive** resignation of Cllr C Gilberto
- 7 **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
- 8 **To agree** the Minutes of the Full Council Meeting held on Tuesday 25 April – *Minutes to be agreed by Councillors who were in attendance*
- 9 **To note** the Minutes of the Planning Committee Meeting held on Tuesday 2 May 2023, Minutes of the Finance & Staffing Committee Meeting held on 9 May 2023
- 10 **To agree** the appointment of members to Committees
- 11 **To agree** the appointment of Committee Chairs
- 12 **To agree** the appointment of members to Advisory/Working Groups

- 13 To agree** Town Council representation on outside bodies
- 14 To adjourn the Meeting for Public Inclusion** (Standing Order no 3e)
- 15 Finance Matters**
- 15.1 To approve** Urgent Payments for May 2023
 - 15.2 To approve** Payments under £1,500 for May 2023
 - 15.3 To approve** Payments over £1,500 for May 2023
 - 15.4 To approve** Payments by Procurement Card for April 2023
 - 15.5 To approve** Regular Payments for April 2023
 - 15.6 To note** Income Report for April 2023
- 16 To receive** bank reconciliation report as at 30 April 2023
- 17 To agree** to pay the fee of £1,500 plus VAT to APS Pool Contracting Ltd in respect of a feasibility study on the vacated land at Irnham Road Recreation Ground – *Recommendation from Finance & Staffing Committee*
- 18 To approve:**
- 18a Risk Report for 2022-23 - *Recommendation from Finance & Staffing Committee*
 - 18b Asset Register as at 31 March 2023 - *Recommendation from Finance & Staffing Committee*
 - 18c Reserves Report as at 31 March 2023
- 19 AGAR 2022-23**
- 19a To approve** the Annual Governance Statement
 - 19b To approve** the Annual Accounting Statement
- 20 To resolve** to exclude members of the press and public
- 21 Confidential Items**