



# MINEHEAD TOWN COUNCIL

## MINUTES OF THE FULL COUNCIL MEETING

HELD ON TUESDAY 25 APRIL 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 C Palmer  
Councillors: Cllr B Hodson, Cllr M Kingston-James, Cllr M Kravis\*, Cllr A Lawton,  
Cllr M Palmer, Cllr T Venner (\* denotes Somerset Councillor "SC")

**Councillor Absent:** Cllr C Gilberto

**Officers in Attendance:** Mr B Howe (Deputy Clerk)  
Mr B Parker (Operations Manager)  
Mrs J Notley (Notetaker)

**Councillors in Attendance:** Cllr M Chilcott \*

**Police in Attendance:** PCSO Melanie Cherrington-Firkins  
PCSO Sammie Edwards

**Members of the Public:** 0

**Members of the Press:** 0

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

**392 To receive Apologies for Absence [LGA 1972 s 85 \(1\)](#)**  
Apologies had been received from Cllr J Bonar, Cllr J Malin and Cllr S Slade.

**393 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	Somerset Councillor	2023	Stayed in the room, spoke and voted

Dispensations [Localism Act 2011](#)

None.

**394 To receive** resignation of Cllr T Bloomfield  
The Chair said Cllr Bloomfield’s resignation was noted.

**395 To receive** reports from:

- Somerset Council (SC)

Cllr Mandy Chilcott conveyed apologies from Cllr A Hadley and Cllr C Lawrence. Cllr Chilcott brought Councillors up to date with the coastal protection works at Blue Anchor. She told the meeting that all the local unitary Councillors had complained about the roadworks on the A39. Works would be halted until a solution to the long delays was found. A new Local Plan would be written and it is hoped this would be completed for the whole of Somerset in about 5 years. Until then Somerset Council would operate under the current Local Plan for individual districts.

Cllr Venner queried the size of proposed new signs on the A39 and the positioning of the new bus stop. Cllr Chilcott said she would report back about this at the next meeting.

- Police  
PCSO Melanie Cherrington-Firkins and PCSO Sammie Edwards  
The PCSOs reported on the new targeted approach to anti-social behaviour in the town.  
*The PCSOs left to continue their patrol at 7.48 pm.*
- Councillors attending Meetings on behalf of Minehead Town Council (MTC)
  - Minehead BID (Cllr Venner)  
Cllr Venner said that Cllr Bloomfield had attended Minehead BID meetings on behalf of MTC and Council would need to appoint another Councillor to do so.
  - Advisory and Working Groups  
There were no reports.

**396 To adjourn** the Meeting for Public Inclusion [Standing Order No 3e](#)  
There were no members of the public present.

**397 Mayor’s Announcements**  
The Mayor said he had no announcements to make.

**398 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*

**Proposed: Cllr Kingston-James**

**Seconded: Cllr Lawton**

**Agreed** with all in favour.

- 399 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. The Mayor said the Minutes were noted.

The Mayor said Council needed to approve the Minutes of the Amenities & Environment Committee meeting held on Tuesday, 14 March 2023 as that had been the final meeting of that Committee.

**Proposed: Cllr C Palmer**

**Seconded: Cllr Hodson**

**Agreed** with all in favour to approve the Minutes of the Amenities & Environment Committee meeting held on Tuesday, 14 March 2023.

#### **400 Finance Matters**

- 400.1 To approve** Urgent Payments for April 2023  
Payments 1-13, totalling £46,892.80

**Proposed: Cllr M Palmer**

**Seconded: Cllr Hodson**

**Agreed** with all in favour

- 400.2 To approve** Payments under £1,500 for April 2023  
Payments 14-33, totalling £6,329.63

**Proposed: Cllr Venner**

**Seconded: Cllr Lawton**

**Agreed** with all in favour

- 400.3 To approve** Payments over £1,500 for April 2023  
Payments 34-35, totalling £28,539.90

**Proposed: Cllr C Palmer**

**Seconded: Cllr Lawton**

**Agreed** with all in favour

- 400.4 To approve** Payments by Procurement Card for March 2023  
Payments 36-45, totalling £615.20

**Proposed: Cllr Hodson**

**Seconded: Cllr Lawton**

**Agreed** with all in favour

- 400.5 To approve** Regular Payments for March 2023  
Payments 1-31, totalling £5,316.99

**Proposed: Cllr C Palmer**

**Seconded: Cllr Hodson**

**Agreed** with all in favour

- 400.6 To note** Income Report for March 2023  
Income totalling £41,844.99, with interest of £988.36  
The Deputy Clerk said the whole precept for the year had been received that day.  
The Chair of Finance & Staffing Committee said the Income was noted.



**405 To receive** update on Street Weed Removal

The Operations Manager made a short report about the weed removal and reminded Councillors that the eight week contract operative had done a very good job and in the short term the Amenities Team would carry out continuing work themselves. They had recently had a demonstration of an Integrated weed management programme but this would come at a cost and needed further evaluation.

Cllr Venner said he had had a great deal of positive feedback from residents about the weed control and removal. The town looked good and he wished to pass on his thanks to the Amenities Team and the short-term contractor.

*Cllr Kravis entered the meeting at 8.12 pm.*

The Operations Manager said staff would need to take stock of how to continue with weed control in the future. The Mayor asked him to convey the whole Council's thanks for all their hard work.

**406 To approve** Calendar of Meetings 2023-2024

The Deputy Clerk said there would no longer be any Monday meetings which was good for the Community Centre. There would be three meetings a month rather than four.

**Proposed: Cllr C Palmer**

**Seconded: Cllr Hodson**

**Agreed** with all in favour to approved the Calendar of Meetings

**407 To agree** Advisory Groups for the new Municipal Year 2023-24

Councillors had seen a review of Advisory Groups from May 2023.

The Mayor wished to have details of Advisory Groups published for residents to see. Councillors discussed the balance of the suggested Advisory Groups. Cllr M Palmer thought that, rather than having a core membership of 6 Councillors, there should be a minimum of 3 on each Group. The Mayor said Councillors would agree the structure of Advisory Groups at a later date. These Groups would take up the topics previously considered by the Amenities & Environment Committee.

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

The Mayor said that Council was asked to resolve to exclude members of the press and public in accordance with the Public Bodies [Admission to Meetings] Act 1960 as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted, which included staffing matters.

The public meeting ended at 8.25 pm.