



To: All Members of Minehead Town Council

You are summoned to a Meeting of Minehead Town Council

FULL COUNCIL MEETING

This Meeting will be streamed live to the Minehead Town Council Facebook Page

The Meeting will be digitally recorded.

Date: Tuesday 27 June 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

(denotes Somerset Councillor "SC")*

ALL COUNCIL MEETINGS ARE OPEN TO THE PUBLIC AND PRESS

Yours sincerely

Bryan Howe
Deputy Clerk

20 June 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

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 **Election of Deputy Mayor**
- 4 **To receive** resignation of Cllr S Slade (25 May 2023) and Cllr T Venner (5 June 2023)
- 5 **To receive** reports from:
 - Somerset Council (SC)
 - Police
 - Councillors attending Meetings on behalf of Minehead Town Council (MTC)
 - Minehead BID
 - Advisory and Working Groups
- 6 **To adjourn** the Meeting for Public Inclusion [Standing Order No 3e](#)
- 7 **Mayor's Announcements**
- 8 **To agree** the Minutes of the Statutory Annual Full Council Meeting held on Tuesday 23 June 2023 – *Minutes to be agreed by Councillors who were in attendance* **To follow**
- 9 **To note** the Minutes of the Planning Committee meeting held on Tuesday 6 June 2023 **To follow**
- 10 **Finance Matters**
 - 10.1 **To approve** Urgent Payments for June 2023 **To follow**
 - 10.2 **To approve** Payments under £1,500 for June 2023 **To follow**
 - 10.3 **To approve** Payments over £1,500 for June 2023 **To follow**
 - 10.4 **To approve** Payments by Procurement Card for May 2023 **To follow**
 - 10.5 **To approve** Regular Payments for May 2023 **To follow**

10.6 To note Income Report for May 2023

To follow

- 11 To consider** applications for Small Grants:
Minehead & Exmoor Music Festival (£500)

- 12 To agree** representative of MTC for League of Friends of Minehead Hospital, Minehead BID, Minehead & Porlock Bus Group, Minehead Youth Club

- 13 To consider** request for grant from Twinning association

- 14 To consider** the Application for co - option

- 15 Report** regarding occupied Town Council buildings

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

- 17 Confidential Items**

- 17a To agree** changes to signatories - Nat West
- C.C.L.A

- 17b To consider** report regarding the (Operations Manager)

- 17c To update** regarding Locum Clerk appointment and admin staff