



MINEHEAD TOWN COUNCIL

Agenda

Members of the public are invited to attend the Finance and General Purposes Committee Meeting of Minehead Town Council to be held on
Tuesday 13th August 2024 at 7.30 pm at
the Town Council Offices, 3 Summerland Road, Minehead, TA24 5BP

There will be a 15-minute open forum at the beginning of the Meeting for residents of Minehead to speak on any matter related to the agenda.

1. To receive apologies for absence.
2. To receive disclosures of unregistered or other interests from councillors on matters to be considered at the Meeting.
3. To Approve and Sign Minutes of the [Finance and General Purposes Committee meeting on Tuesday 9th July 2024.](#)
4. To receive the notes from the Amenities Advisory Group Meeting held on Wednesday 17th July 2024.
5. Accounts
 - i. To recommend the following payments over £1,500:
 - Payment of **£4,296.00** inc. VAT to Arboricare Ltd for retrenchment pruning of Willow Trees at Marsh Common. (Works approved at June's Full Council Meeting Minute Number 2024/105)
 - Payment of **£1635.78** inc. VAT to National Association of Local Councils for annual council membership.
 - ii. To approve payments made for July. *(See Attachment)*
 - iii. To receive budget income & expenditure reports for July. *(See Attachment)*
 - iv. To receive Income received for July. *(See Attachment)*
 - v. To receive bank reconciliations for July. *(See Attachment)*
6. To receive Minehead Town Council financial budget reports for the first quarter of 2024/25. *(See Attachment)*

7. To discuss the management of Minehead Town Council owned assets. *(See Councillor Attachment)*
8. To discuss Minehead Town Council support for the installation of new community benches. *(See Councillor Attachment)*
9. To discuss the ongoing management options of street lighting at Cross Farm Park.
10. To recommend that Minehead Town Council adopt a .gov.uk domain name.
11. To co-opt councillors on to the following advisory groups:
 - i. Councillor Jewell onto the Amenities Advisory Group.
 - ii. Councillor Hall onto the Community and Events and Devolution Advisory Groups.
12. To approve training needs for Minehead Town Council Staff *(See Councillor Attachment)*
13. To receive update regarding the purchase of a Clerks mobile phone.
14. To receive an update and decide upon the continuous provision of a public access defibrillator at The Community Building.
15. To receive an update on the Autumn Funfair at Marsh Common. *(See Councillor Attachment)*
16. To receive an update on the Minehead Christmas Light Switch on event.
17. To note the completion of repainting work in Blenheim Gardens Toilets.
18. To note upcoming Portable Appliance Testing (PAT) at Minehead Town Council venues.

A handwritten signature in black ink, appearing to be 'Ben Parker', written over a horizontal line.

Ben Parker
Town Clerk
8th August 2024