



MINEHEAD TOWN COUNCIL

Agenda

Members of the public are invited to attend the Meeting of Minehead Town Council to be held on

Tuesday 27th August 2024 at 7.30 pm in
the Community Centre, Irnham Road, Minehead TA24 5DW

There will be a 15-minute open forum prior to the start of the Meeting for residents of Minehead to raise with councillors any matters related to the town.

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 receive reports from Somerset Councillors and the Local Policing Team.
4. To receive updates from councillors on Advisory groups and Outside Bodies.
5. To approve and sign the Minutes of the [Full Council Meeting held on Tuesday 23rd July 2024.](#)
6. To receive the Minutes of the [Planning Committee Meeting held on Tuesday 6th August 2024.](#)
7. To receive the Minutes of the [Finance and General Purposes Committee meeting held on Tuesday 13th August 2024.](#)
8. Accounts
 - i. To Approve the following payments over £1,500 for August (*Recommended by the Finance and General Purposes Committee*)
 - 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 the following urgent payments for August:
 - Payment of **£2,340.00** inc. VAT to Somerset Council for indicative cessation costs of Local Government Pension Scheme obligations.
 - Payment of **£4,810.86** inc. VAT to Bristol City Council for Minehead Town Council's Summer bedding displays.

- Payment of **£1,752.66** inc. VAT to Bristol City Council for Blenheim Gardens and Harbour/Quay side bedding displays.
 - iii. To Note payments made for July (See Attachment)
 - iv. To Note budget income & expenditure reports for July (*See Attachment*)
 - v. To Note income received for July (*See Attachment*)
 - vi. To Note bank reconciliations for July (*See Attachment*)
- 9. To note Minehead Town Council financial budget reports for the first quarter of the 2024/25 financial year. (*See Attachment*)
- 10. To approve for Minehead Town Council adopt a .gov.uk domain name. (*Recommendation from Finance and General Purposes Committee*)
- 11. To approve the training needs for Minehead Town Council Staff. (*Recommendation from Finance and General Purposes Committee, See Councillor Attachment*)
- 12. To delegate to the Clerk the authority to spend up to £1,500 towards the planning of the Light Switch on event.
- 13. To authorise the Clerk to continue with the outstanding Asset Transfer and Registration of Land, using Solicitors, with the authority to spend up to a Maximum of £1000. (*See Councillor Attachment*)
- 14. To decide upon the continuous provision of a public access defibrillator at The Community Building.
- 15. To note Septembers Finance and General Purposes Committee and Full Council meetings will be amalgamated and held on **Tuesday 10th September 2024** at 7:30 p.m. in The Community centre.



Ben Parker

Town Clerk

21st August 2024.