



MINEHEAD TOWN COUNCIL

Agenda

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

Tuesday 17th December 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 and to consider any prior requests for dispensations 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 26th November 2024.](#)
6. To receive the Minutes of the [Planning Committee Meeting held on Tuesday 3rd December 2024.](#)
7. To receive the Notes from the Amenities Advisory Group meeting held on 4th December 2024 and to consider the following recommendation:
 - i. *To purchase a new Stihl FS491 strimmer for Amenities Depot team at a cost of £799 exc. VAT.*
8. To receive the Notes from the Devolution Advisory Group Meeting held on 11th November 2024 and to consider the following recommendation:
 - i. *To proceed with asset transfer negotiations as outlined in the Somerset Council document, maintaining ongoing dialogue about additional asset inclusions and any TUPE implications.*
9. Accounts
 - i. To approve the following payments over £1,500 for December:
 - Payment of **£5285.00** to DB Carpentry & Joinery for supply of oak & Iroko for Cemetery Lychgate repairs. (Work approved in November 2024 Full Council Minute number 2024/189)

- Payment of **£2,406.00 inc. VAT** to Eagle plant for supply of Makita power tool set. *(Purchase approved in November 2024 Full Council Minute Number 2024/190)*
- Payment of **£7,200 inc. VAT** to Encore Electrical for installation and dismantling of Festive Lighting. *(Two-year festive lighting contract renewal approved in December 2023 Minute number 7, Item 5.)*

- ii. To approve payments made for November *(See Attachment)*
- iii. To receive budget income & expenditure reports for November *(See Attachment)*
- iv. To receive income received for November *(See Attachment)*
- v. To receive bank reconciliations for November *(See Attachment)*

10. Budget

- i. To receive the latest draft budget report for 2025/26. *(See Attachment)*
11. To receive a report and to consider the recommendation on Minehead Town Council's Street weed response strategy. *(See Attachment)*
12. To receive a report, review options, and approve the annual flower display strategy for Minehead Town Council *(See Attachment)*
13. To consider a Minehead Town Council response to The Local Government Boundary Commission for England Review of Somerset Council's division boundaries.
14. To receive an update on the Lychgate preservation works at Minehead Cemetery.
15. To approve the sending of a letter from MTC to Morrisons and Somerset Council, urging immediate maintenance of all storm gulleys and ditches under their responsibility
16. To receive update on Storm Darragh and to delegate the clerk with the authority to spend on any required repair works using the appropriate budget lines.
17. To note Minehead Town Council's January meeting schedule.



Ben Parker

Town Clerk

12th December 2024