



MINEHEAD TOWN COUNCIL

Agenda

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

Tuesday 25th February 2025 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.

There will be a 15-minute presentation at the beginning of the meeting from Minehead Health and Wellbeing C.I.C.

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 28th January 2025.](#)
6. To receive the Minutes of the [Planning Committee Meeting held on Tuesday 4th February 2025.](#)
7. To receive the Minutes from the [Finance and General Purposes Committee Meeting held on Tuesday 11th February 2025.](#)
8. Accounts
 - i. To approve the following payments over £1,500 for February (*Recommended by the finance and General Purposes Committee*):
 - Payment of £4,000 to P. Cornish for first instalment of rebuilding works to wall at Summerland Road PC's. (*Works agreed at January's Full Council minute number 2025/12 and funded through insurance settlement*)
 - ii. To approve the following urgent payments over £1,500 for February:

- Payment of £4,600 to P. Cornish for completion of rebuilding works to wall at Summerland Road PC's. *(Works agreed at January's Full Council minute number 2025/12 and funded through insurance settlement)*
- iii. To note payments made for January *(See Attachment)*
 - iv. To note budget income & expenditure reports for January *(See Attachment)*
 - v. To note income received for January *(See Attachment)*
 - vi. To note bank reconciliations for January *(See Attachment)*
9. To receive report on Asset and Service Devolution from Somerset Council to Minehead Town Council and to consider the recommendations. *(See Attachment)*
 10. To approve the opening of an account with The Unity Trust Bank for reserve General funds and opening an account with Hinckley & Rugby Building Society for reserve Earmarked funds and to elect councillors as signatories. *(Recommended by the finance and General Purposes Committee, See Attachment)*
 11. To receive an update regarding the transfer of 4 allotment sites from Somerset Council to Minehead Town Council, and to elect two Councillors to serve as witnesses for the signing of the TR1 forms, in accordance with Standing Order 23(b).
 12. To review the Health and Safety compliance audit report for the MTC offices, conducted by MTC's health and safety contractor, and to discuss and consider the recommended actions. *(See Councillor attachment)*
 13. To receive a report on the creation of or the transfer of funds into the following earmarked reserves and to consider the recommendations *(See attachment)*:
 14. To note the Blenheim Gardens Summer bands concert dates for 2025. *(See Attachment)*



Ben Parker

Town Clerk

19th February 2025.