



## MINEHEAD TOWN COUNCIL

### Agenda

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

Tuesday 26<sup>th</sup> August 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.

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 22<sup>nd</sup> July 2025](#)
6. To receive the Minutes of the [Planning & Licencing Committee Meeting held on Tuesday 5<sup>th</sup> August 2025](#)
7. To receive the Minutes of the [Finance and General Purposes Committee held on Tuesday 12<sup>th</sup> August 2025.](#)
8. Accounts
  - i. To approve the following payments over £1,500 (*See councillor attachment,*):
    - Payment of £2,080.01 inc. VAT to executors for Mr John Welch (Landlord) for 2 months' rent for Summerland Road Council Offices. (*Rent arising from delayed completion of office sale to MTC*)
    - Payment of £3,804.00 inc. VAT to Complete Weed Control for targeted street weed control in Minehead. (*Street weed response strategy approved in December 2024 Minute number 2024/204*)
  - ii. To note payments made in July and August to date (*See attachment*)
  - iii. To note budget income & expenditure reports for July (*See attachment*)
  - iv. To note income receipts for July (*See attachment*)
  - v. To note bank reconciliations for July (*See attachment*)

9. To consider an application for co-option to Minehead Town Council in the Alcombe South Ward. *(See Councillor Attachment)*
10. To consider a quotation for the installation of festive lighting for 2025, noting that the lights are provided under an existing supply contract. *(See Councillor Attachment)*
11. To receive report on Tree surveys of significant trees on Minehead Town Council areas including recently devolved assets and to consider the quotations. *(See attachment)*
12. To consider a request from the Minehead Twinning Society for Minehead Town Council to invite representatives from St. Berthevin to visit Minehead in 2026.
13. To note Somerset Council's Local Transport Plan consultation and consider a response from the Town Council. <https://somersetcouncil.citizenspace.com/active-travel/copy-of-local-transport-plan-2025/>
14. To consider awarding a £1,000 grant to St. Michael's Pool towards the cost of a new pool cover, under Section 137 of the Local Government Act 1972. *(See Councillor Attachment)*
15. To receive and note an update on the 999-year leasehold purchase of the Minehead Town Council Offices.



Ben Parker

Town Clerk

21<sup>st</sup> August 2025