



MINEHEAD TOWN COUNCIL

Minutes from the Finance and General Purposes Committee Meeting of Minehead Town Council

held on

Tuesday 12th August 2025 at 7.30 pm at

Minehead Town Council Office, 3 Summerland Road, Minehead TA24 5BP

Present: Councillors Hodson (Chair) C Palmer, Lawton, Jewell, Hall, Beynon, M Palmer and Bartlett.

Apologies: Councillor Sharjeel

Not Present: Councillor Bonar and Kravis

In attendance: J Chapman (Deputy Clerk & RFO)

There was 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. No matters were raised.

2025/49 To receive apologies for absence.

Councillor Sharjeel's apologies were **received**.

2025/50. To receive disclosures of unregistered or other interests from councillors on matters to be considered at the meeting.

No disclosures of unregistered or other interests were made.

2025/51 To Approve and sign Minutes of the [Finance & General Purposes Committee meeting on Tuesday 8th July 2025](#)

RESOLVED the minutes of the Finance and General Purposes Committee meeting held on Tuesday 8th July 2025 were approved & signed by the committee chair.

2025/52. Accounts

- i. To approve all payments over £500.00

RESOLVED all payments over £500 were approved for payment.

- ii. To receive payments made for July

A question was raised about the direct debit payments to British Gas for £240.66, £47.41 & £28.79, regarding properties they were for as this information wasn't included in the detail's column.

The Deputy Clerk said she would check and circulate the results to councillors.

A question was raised regarding who Positive Energy Ltd were.

The Deputy Clerk replied that Positive Energy Ltd was the energy company that had taken over Opus Energy business energy customers. She also said that the contract had ended in July and had moved to British Gas.

Further questions were raised regarding the business rates for North Road & Alexandra Road car parks and when the Council should receive income from parking charges.

The Deputy Clerk replied that income is paid out once a year in March of the current financial year.

The payments made for July were **received**.

- iii. To receive budget income & expenditure reports for July

The budget income & expenditure reports for July were **received**.

- iv. To receive income receipts for July

A question was raised regarding the income receipts £5000, £3000 & £4760.

The Deputy Clerk responded that the £4760 was the S106 money for The Parks new benches.

The income receipts for June were **received**.

- v. To receive bank reconciliations for July

The bank reconciliations for July were **received**.

2025/53. To receive the Earmarked Reserves interim report.

A question was asked about the £2000 from the Fairfield Trust in the skate ramp project earmarked reserve account.

The Deputy Clerk replied that she had contacted the Fairfield Trust on numerous occasions about returning the money but has not received a reply. If no reply is received by September, councillors agreed that the funds should be used for a future recreation project.

The Earmarked Reserves interim report was **received**.

2025/54 To consider a request from Alcombe Rovers Football Club for an extended term lease to use King George Playing Field football pitch & facilities block.

Alcombe Rovers Football Club had requested a minimum term of a 5-year lease to enable them to apply for sports funding. The Council was advised that it was believed that there had been a recent change of board members, which the Council had not been informed about. The Council has not received any details of Alcombe Rovers future projects that it is applying for funding for.

The request was **DECLINED**. It was agreed not to increase the lease term until Alcombe Rovers Football Club fully engaged with the Council. The football club must provide details of its proposed projects, funding plans and contact details of board members & keyholders.

The Deputy Clerk was tasked to contact, explain the Council's decision to decline the increase on the term of the lease and to make clear the Council's expectations regarding appropriate engagement.

2025/55 To review and recommend the new procedure for administering new Commemorative & Celebratory asset requests from the public.

DEFERRED for consideration by the Risk, Policy & Procedures Advisory Group.

2025/56 To receive a request from St Michaels Pool Minehead for a grant.

DEFERRED The grant request was for £1000 towards replacing the aged pool cover. The current Grants policy states a maximum grant amount of £500. There is no option in place for a higher-level grant in this policy.

Councillors were enthusiastic about providing this grant and have tasked the Deputy Clerk to investigate a suitable nominal code to provide such funds.

2025/57 To receive a request to place a permanent cat statue in the Queen Elizabeth II rose garden

The request was **DECLINED**. It was agreed that the rose garden was an inappropriate site for monuments.

The Deputy Clerk was tasked to investigate a potential alternative site which may be suitable and report back to Council for consideration.

2025/58 To note the Local Government Services, pay agreement 2025

The Local Government Services, pay agreement 2025 was **noted**.

Meeting closed at 20:35.

Councillor Bill Hodson

Finance and General Purposes Committee Chair

August 2025