



MINEHEAD TOWN COUNCIL

Agenda

Members of the public are invited to attend the Finance and General Purposes Committee Meeting of Minehead Town Council to be held on
Tuesday 9th September 2025 at 7.30 pm at
the Town Council Offices, 3 Summerland Road, Minehead, TA24 5BP

There will be a 15-minute open forum at the beginning of the Meeting for residents of Minehead to speak on any matter related to the agenda.

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 Approve and Sign Minutes of the [Finance and General Purposes Committee meeting on Tuesday 12th August 2025.](#)
4. Accounts
 - i. To approve the following payments over £500 (*See Councillor Attachment*):
 - Payment of **£858.00 inc. VAT** to CJ Lynch for Installation of gate post at minehead cemetery. (*Work approved at July F&GP Committee Meeting Minute Number 2025/41*)
 - Payment of **£586.61 inc. VAT** to Greenham Safety & Work Supplies for Amenities supplies.
 - Payment of **£672.00 inc. VAT** to Exmoor Skip Hire for 2 x skip exchanges
 - ii. To recommend the following payments over £1,500 (*See Councillor Attachment*):
 - Payment of **£3,42.26 inc. VAT** to The Festive Lighting Company for Final 40% of year 2 Festive Lighting Scheme (*2 year contract extension agreed in December 2023 Full Council Meeting Minute Number 7, Item. 5*)
 - iii. To receive payments made for August. (*See Attachment*)
 - iv. To receive budget, income & expenditure reports for August. (*See Attachment*)
 - v. To receive Income receipts for August. (*See Attachment*)
 - vi. To receive bank reconciliations for August. (*See Attachment*)
5. To receive an update on community land use task and finish group and to consider any recommendations.

6. To receive an update from the community funding advisory group and to consider any recommendations.
7. To consider quotations for seasonal tractor mounted flail works in town council areas. *(See Councillor Attachment)*
8. To consider quotations for retarmacking works at the cemetery and Alexandra Road Car Park. *(See Councillor Attachment)*
9. To receive information on the harbour webcam and to consider town council contribution towards a system upgrade.
10. To discuss projects that could be prioritised for the 2026/27 budget setting process.
11. To consider MTC submitting a grant application to The Tree Council for the planting of boundary hedging around the perimeter of Ellicombe Open Space.

A handwritten signature in black ink, appearing to be 'Ben Parker', written over a horizontal line.

Ben Parker
Town Clerk
4th September 2025