



## **PUBLIC NOTICE**

### **FULL COUNCIL MEETING**

***This Meeting will be streamed live to the Minehead Town Council Facebook Page***

Date: Tuesday 24 August 2021

Time: 7.30 pm

Venue: Community Building, Irnham Road, Minehead TA24 5DW

Enquiries: 01643 707213 or email "admin@mineheadtowncouncil.co.uk"

Mayor: Cllr P Bolton\*

Councillors: Cllr A Berry, Cllr T Bloomfield, Cllr M Burke, Cllr O Harvey, Cllr N Hercock,  
Cllr E Jones, Cllr A Kingston-James (Deputy Mayor), Cllr M Kingston-James,  
Cllr A Lawton, Cllr R Lillis, Cllr J Malin, Cllr C Palmer\*, Cllr M Palmer,  
Cllr H Rose, Cllr T Venner\*

*(\* denotes Somerset West and Taunton Councillor "SWaT")*

**ALL COUNCIL MEETINGS ARE OPEN TO THE PUBLIC AND PRESS**

**Given the ongoing controls due to COVID-19 we respectfully ask that any members of the public wishing to attend/speak at a Council meeting please contact the Clerk by 12 noon on the working day preceding the meeting giving their full contact details, otherwise they will not be allowed to enter**

Yours sincerely

Sam Rawle  
Clerk

18 August 2021

# AGENDA

**The Meeting will be digitally recorded**

*Members are reminded that Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety, Human Rights and Biodiversity*

- 1 To receive** Apologies for Absence [LGA 1972 s 85 \(1\)](#)
- 2 To receive:**  
Declarations of Interests in respect of any Agenda items [Localism Act 2011](#)  
Dispensations [Localism Act 2011](#)
- 3 To receive** reports from:
  - Somerset County Council (“SCC”)
  - Somerset West and Taunton District Council (“SWaT”)
  - Police
  - Councillors attending Meetings on behalf of Minehead Town Council (“MTC”)
  - Advisory and Working Groups
- 4 To adjourn** the Meeting for Public Inclusion [Standing Order No 3e](#)
- 5 Mayor’s Announcements**
- 6 To agree** the Minutes of the Full Council Meeting held on 27 July 2021 – *Minutes to be agreed by Councillors who were in attendance*
- 7 To note** the Minutes of the Planning Committee Meeting held on 3 August 2021, the Finance & Staffing Committee Meeting held on 9 August 2021 and the Amenities & Environment Committee Meeting held on 10 August 2021
- 8 Finance Matters**
  - 8.1 To approve** Urgent Payments for August 2021
  - 8.2 To approve** Payments under £1,000 for August 2021
  - 8.3 To approve** Payments over £1,000 for August 2021
  - 8.4 To approve** Regular Payments for July 2021
  - 8.5 To approve** Payments by Procurement Card for July/August 2021
  - 8.6 To approve** Income Report for July 2021
- 9 To receive** a verbal report regarding Bank Reconciliations for the period ended August 2021
- 10. To consider** recommendations from the Finance & Staffing Committee
  - (i) To agree a review of Minehead Town Council’s Financial Regulations, Standing Orders and Code of Conduct
  - (ii) To agree the purchase of a ride-on lawnmower

11. **To consider** recommendations from the Amenities & Environment Committee  
(i) **To agree** arrangements for Christmas 2021
12. **To receive** a verbal update on Summerland Place public conveniences
13. **To agree** recommendations on the operation of the Warren Road and Quay West public conveniences
14. **To resolve** to exclude Members of the Press and Public (Public Bodies [Admission to Meetings] Act 1960)
15. **Confidential Items**