



## **PUBLIC NOTICE**

### **STATUTORY ANNUAL COUNCIL MEETING**

*This Meeting will be digitally recorded and streamed to the Minehead Town Council  
Facebook Page*

Date: Tuesday 17 May 2022

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 T Bloomfield, Cllr M Burke, Cllr E Jones, Cllr A Kingston-James (Deputy Mayor), Cllr M Kingston-James, Cllr M Kravis, Cllr C Palmer\*, Cllr M Palmer, Cllr J Rogers, Cllr T Venner\*

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

<b>ALL COUNCIL MEETINGS ARE OPEN TO THE PUBLIC AND PRESS</b>
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Sam Rawle  
Clerk

11 May 2022

# A G E N D A

*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      **Confirmation that a Quorum is present** LGA 1972, Sch.12, paras 12, 28
- 2      **Election of Mayor and Acceptance of Office** LGA1972s14 (1), 15(1&2), 33(1) and 34(1&2)
- 3      **To receive** apologies for absence LGA 1972 s 85 (1)
- 4      **To receive:**  
Declarations of Interest in respect of any Agenda items (Localism Act 2011)  
Dispensations (Localism Act 2011)
- 5      **Election of Deputy Mayor**
- 6      **To agree** the Minutes of the Full Council Meeting held on Tuesday 26 April – *Minutes to be agreed by Councillors who were in attendance*
- 7      **To agree** the Minutes of the Planning Committee Meetings held on Tuesday 5 April and Tuesday 3 May 2022 – *Minutes to be agreed by Councillors who were in attendance*
- 8      **To agree** co-options to fill vacancies in five wards
- 9      **To review** delegation arrangements to Committees
- 10     **To agree** the appointment of members to Committees
- 11     **To agree** the appointment of Committee Chairs
- 12     **To agree** the Schedule of Meetings for 2022/23
- 13     **To agree** the appointment of members to Advisory/Working Groups
- 14     **To agree** Town Council representation on outside bodies
- 15     **To adjourn the Meeting for Public Inclusion** (Standing Order no 3e)
- 16     **Finance Matters**
  - 16.1    **To approve** Urgent Payments for May 2022
  - 16.2    **To approve** Payments under £1,000 for May 2022
  - 16.3    **To approve** Payments over £1,000 for May 2022
  - 16.4    **To approve** Payments by Procurement Card for April 2022

**16.5 To approve** Regular Payments for April 2022

**16.6 To note** Income Report for April 2022

**17 To receive** bank reconciliation report as at 31 March 2022

**18 To approve** the Risk Report for 2021/2022

**19 To approve** the revised Asset Register as at 31 March 2022

**20 To approve** the Review of Reserves Report as at 31 March 2022

**21 To resolve** to exclude members of the press and public

**22 Confidential Items**