



MINEHEAD TOWN COUNCIL

Agenda

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

Tuesday 10th September 2024 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 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 27th August 2024.](#)
6. To receive the Minutes of the [Planning Committee Meeting held on Tuesday 3rd September 2024.](#)
7. To receive notes of the Amenities Advisory Group Meeting held on Tuesday 3rd September 2024.
8. Accounts
 - i. To Approve the following payments over £1,500 for August
 - Payment of **£1,680** inc. VAT to GB Sport and Leisure for Routine Play Inspection Training for 4 x staff members. (*Training approved at August Full Council meeting, minute number 2024/137*)
 - Payment of **£4,863.40** inc. VAT to The Festive lighting Company Ltd. for the remaining 60% of Christmas lights hire value for 2024.
 - ii. To Approve payments made for August (*See Attachment*)
 - iii. To Receive budget income & expenditure reports for August (*See Attachment*)
 - iv. To Receive income received for August (*See Attachment*)
 - v. To Receive bank reconciliations for August (*See Attachment*)
9. To discuss plans for the commemorating of VE Day 80 in May 2025.

10. To consider quotation for refurbishment of entrance gates at Minehead Cemetery. *(See Councillor Attachment)*
11. To decide on the disconnection of unmetered electricity at Cross Farm Park and to consider quotation for Solar alternative.
12. To consider a request from Minehead Swimming and Leisure for a Town Council representative at their meetings. *(See Councillor Attachment)*
13. To consider a request from Plastic Free Minehead for Letter of support from Minehead Town Council. *(See Councillor Attachment)*
14. To approve to appoint the internal auditor to undertake a mid-year health check of Minehead Town Council.
15. To Co-opt Councillor M Palmer onto the Risk, Policy and Procedures Advisory Group.
16. To note October's planning committee meeting will be held on **Tuesday 1st October 2024 at 18:30** in the Minehead Town Council Offices.
17. To resolve to exclude members of the press and public under the Public Bodies (Admission to Meetings) Act 1960 in order to discuss matters relating to staff pensions.
18. To consider options for the long term provision of Minehead Town Council's pension scheme. *(See Councillor Attachment)*

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

Ben Parker

Town Clerk

5th September 2024.