



MINEHEAD TOWN COUNCIL

Agenda

Members of the public are invited to attend the Meeting of Minehead Town Council to be held on
Tuesday 27th January 2026 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 and to consider any prior requests for dispensations 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 16th December 2025](#).
6. To receive the Minutes of the [Planning Committee Meeting held on Monday 12th January 2026](#).
7. To receive the Minutes from the [Finance and General Purposes Committee Meeting held on Tuesday 13th January 2026](#).
8. Accounts
 - i. To approve the following payments (*See Councillor attachment*):
 - Payment of **£2,000** to eat:Festivals for the delivery of two festivals in Minehead through 2026. (*Two annual festivals agreed in June 2025's Full Council Meeting, Minute Number 2025/109, Payment recommended for approval in January 2026's Finance and General Purposes Committee Meeting*)
 - Payment of **£1,487.64 inc. VAT** to Riverside Plant Nurseries for the supply of shrubs for Parks Walk (*Entirely funded through underspend from the Section 106-funded "New Benches in The Parks" Project, Noted at December 2025'2 Full Council, Minute Number 2025/222.*)
 - Payment of **£726.00 inc. VAT** to Exmoor Skip Hire for 2 x skip exchanges at Marshfield Road Compound.
 - ii. To note payments made for December (*See Attachment*)
 - iii. To note budget income & expenditure reports for December (*See Attachment*)
 - iv. To note income received for December (*See Attachment*)
 - v. To note bank reconciliations for December (*See Attachment*)

9. Budget

- i. To receive and note the Minehead Town Council financial budget reports for the third quarter of the 2025/26 financial year. *(See Attachment)*
 - ii. To receive and review the draft budget report for the 2026/27 financial year, to consider the recommendations therein and to approve and set the final budget for 2026/27. *(See Attachment)*
 - iii. To approve the Precept requirement for the 2026/27 financial year, and to resolve that the Clerk submits the approved Precept request to Somerset Council by the statutory deadline of 30th January 2026. *(See attachment)*
10. To consider issuing a letter of support to store and maintain the Hobby Horse and related equipment in a purpose built space at the rear of Quay Street. *(See Councillor attachment)*
 11. To consider the purchase of two replacement recycled plastic tree seats in the Parade using funds from the Open Spaces General Maintenance budget at a total cost of **£2,378** *(inc. delivery but exc. VAT. See councillor attachment.)*
 12. To consider the purchase of replacement seats and chains for play equipment at Irnham Road Play Area and Cross Farm Play Area due to damage and general wear. *(See Councillor attachment)*
 13. To consider the appointment of Per Pro Services as the Council's internal auditor for the 2025/26 AGAR and to delegate authority to the Clerk to retain their services throughout the year, including a mid-term health check during 2026/27.
 14. To appoint two councillors to witness the sealing of the Car Park Management Agreement, as required under Standing Orders. The agreement has been updated following councillor review. *(See Councillor Attachment)*
 15. To note the dates of the 2026 Minehead Eat:Festivals of Sunday 12th April and Sunday 9th August and to further note the 2027 dates of Sunday 4th April and Sunday 8th August.
 16. To note the update and revised pricing for the replacement tree works on The Avenue, and to consider increasing the Clerk's delegated authority for the project from £8,000 to £11,000 to meet updated reinstatement and planting costs. *(See attachment)*
 17. To note the Quarter 3 data report from Citizens Advice West Somerset. *(See attachment)*



Ben Parker
Town Clerk
22nd January 2026.