



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 14th October 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 9th September 2025.](#)
4. Accounts
 - i. To approve the following payments over £500 (*See Councillor Attachment*):
 - Payment of **£910.00 inc. VAT** to Langford Lakes Christmas Tree Farm for the supply and delivery of 2 x Christmas Trees (One for Wellington Square and one for Hopcott Corner)
 - Payment of **£684.00 inc. VAT** to LBH Electricals for the Electrical Installation Condition Report and fault finding and repair work for external lighting at Minehead Community Centre.
 - Payment of **£1,413.30 inc. VAT** to Exmoor Skip Hire for 4 x skip exchanges and 2 x wheelie bin exchanges at Compound & Community Centre.
 - ii. To recommend the following payments over £1,500 (*See Councillor Attachment*):
 - Payment of **£1,766.40 inc. VAT** to Eagle Plant for 2 x Hedge Cutter and 1 x Strimmer for Amenities Team. (*Delegated authority for machinery purchases up to £1,500 per item given to clerk in June 2025 Full Council Minute Number 2025/110*)
 - iii. To receive payments made for September. (*See Attachment*)
 - iv. To receive budget, income & expenditure reports for September. (*See Attachment*)
 - v. To receive Income receipts for September. (*See Attachment*)
 - vi. To receive bank reconciliations for September. (*See Attachment*)
5. To consider a quotation for a replacement net at the seafront Pirate Ship Play Area. (*See Councillor Attachment*)

6. To consider a quotation for the patching of potholes for the access road at Alcombe common. *(See Councillor Attachment)*
7. To consider options on the replacement glass for the seafront shelters on the Esplanade. *(See Attachment)*
8. To consider a report regarding the commissioning of feasibility and design work for potential improvements to the toilet facilities in Blenheim Gardens. *(See Attachment)*
9. To receive an update on councillor suggestions and further considerations for the 2026/27 budget setting process *(See Attachment)*
10. To consider a request from Eat & Drink Arts Festival to host a one day event on Minehead Esplanade on Saturday 4th July 2026.
11. To receive an update on the first payment due from Somerset Council for Alexandra Road and North Road car parks, and to appoint two councillors to witness the sealing of the Car Park Management Service Level Agreement (SLA) with Somerset Council, in accordance with Standing Orders. *(See Councillor Attachment)*
12. To consider a request from Somerset Council for Minehead Town Council to provide a quotation for, and if accepted, undertake a paid grounds maintenance service at the Rainbow Way Development.
13. To note the appointment of contractors to undertake boundary fence replacement works at the cemetery.



Ben Parker
Town Clerk
9th October 2025