



Minehead Town Council

The Council Offices, 3 Summerland Road, Minehead, TA24 5BP

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NOTICE OF THE PLANNING AND LICENCING COMMITTEE MEETING

Date: Tuesday 7th July 2026
Time: 7.30 pm
Venue: The Council Offices, 3 Summerland Road, Minehead, TA24 5BP

ALL COUNCIL MEETINGS ARE OPEN TO THE PUBLIC AND PRESS

Public Bodies (admission to Meetings) Act 1960

Dear Members of the Planning & Licencing Committee,

You are hereby summoned to attend the Planning & Licencing Committee. The meeting will consider the items set out in the agenda. It is not lawful for the Council to consider business not on the agenda (*Local Government Act 1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119*).

Ben Parker
Town Clerk
2nd July 2026

PUBLIC FORUM

There will be a 15-minute public forum prior to the commencement of the meeting, during which residents of Minehead and Alcombe (who would not ordinarily be permitted to speak during the meeting except at the discretion of the Chair) may raise matters relating to the Agenda. Each speaker will be limited to a maximum of three minutes. Please note that, in accordance with statutory requirements, the Council is unable to make decisions on any matters not included on the published agenda.

In accordance with the Openness of Local Government Bodies Regulations 2014, members of the public may photograph, film, audio record and report on this meeting, including via social media. While no prior notification is required, advance notice would assist the Council in making reasonable arrangements. This entitlement applies only to public sessions; recording must cease if the meeting moves into private session. Recording should be conducted in a reasonable and non-disruptive manner, and equipment must be clearly visible at all times. The use of intrusive lighting, flash photography or oral commentary during the meeting is not permitted. The Chair retains the discretion to manage recording to ensure the orderly conduct of the meeting.

A G E N D A

1. To receive Apologies for Absence [*LGA 1972 s 85 \(1\)*](#)
2. To receive disclosures of unregistered or other interests from Councillors on matters to be considered at the meeting [*Localism Act 2011 S 26 - 34*](#)
3. To approve and sign the [Minutes of the Planning & Licencing Committee meeting held on Tuesday 2nd June 2026.](#)
4. To receive updates on the development of the Somerset Council Local Plan and any related consultations affecting the town
5. To consider the Planning Applications received. *(See Appendix 1)*

APPENDIX 1

Application
3/21/26/032 Erection of a single storey flat roof extension to the rear 63 Paganel Road, Minehead, TA24 5EY
3/21/26/033 Installation of a roller shutter door A E Autos Tyre Servicing Repairs, Summerland Place, Minehead, TA24 5BT
T/21/26/005 Proposal: T1 , Pine. Remove lowest limb over neighbouring property. Tree is located in the Minehead, Whitegate Road Conservation Area. Conygar, Whitegate Road, Minehead, TA24 5SP
CMA/21/26/001 Application to determine if prior approval is required for a proposed change of use from Commercial, Business and Service (Use Class E) into 1 No. residential dwelling (Use Class C3) 9c 9 Parkhouse Road, Minehead, TA24 8AB
3/21/26/035 Erection of detached single garage, widening of vehicle access and erection of porch canopy Robin Hill, The Ball, Minehead, TA24 5JJ

3/21/26/022

Internal alterations/repairs for damp issues

2 Church Farm Cottages, Church Road, Minehead, TA24 5JR

3/21/26/034

Display of 10 No. externally illuminated fascia signs and 2 No. poster boards

The Factory Shop, Mart Road, Minehead, TA24 5BJ

EXM/26/138/TCA

Proposal: Works to Tree in conservation area: felling of 1 no.Pine(T1)

Silverdale Manor Road Minehead TA24 6EW

End of Agenda

CIRCULATION

Councillors M Palmer, Lawton, C Palmer, Hodson and Bartlett.