Minutes of the Finance and General Purposes Committee Meeting of Minehead Town Council held on
Tuesday 14th July 2026 at 7:30 p.m. in the Minehead Community Centre, Irnham Road, Minehead TA24 5DW.

Present: Councillors Jewell (Chair), Sharjeel, M Palmer, Milton, C Palmer, Hodson, Kravis and Beynon.
Apologies: Councillors Bonar, Hall, Lawton & Bartlett.
In attendance: B Parker (Town Clerk)**,** J Chapman (Deputy Clerk & RFO)

2026/01. To appoint a chair of the Finance & General Purposes Committee for the 2026/27 Municipal Year.

Councillor Jewell was nominated through a proposer and seconder. Cllr Jewell accepted the nomination.

> **RESOLVED** that councillor Jewell be elected Chair of the Finance and General Purposes Committee for the 2026/27 municipal year.

The Committee Chair thanked the outgoing Chair for their service and contribution during their term of office.

2026/02. To receive Apologies for Absence ***LGA 1972 s 85 (1)***

Councillors Bonar, Hall, Lawton & Bartlett's apologies for absence were **received.**

2026/03. To receive disclosures of unregistered or other interests from Councillors on matters to be considered at the meeting ***Localism Act 2011 S 26 - 34***

There were no disclosures of unregistered or other interests from Councillors on matters to be considered at the meeting.

2026/04. To approve and sign the Minutes of the Finance & General Purposes Committee meeting held on Tuesday 12th May 2026.

> **RESOLVED** the minutes of the Finance & General Purposes Committee meeting held on Tuesday 12th May 2026 were signed by the chair as a true and accurate record.

2026/05. Accounts

i. To recommend the following payments over £3,000:
- Payment of **£3,708.00 inc. VAT** to Complete Weed Control for the supply and application of herbicide to pavements and associated kerbs in Minehead. (*Targeted street weed control strategy discussed and approved at December 2025's Full Council Meeting; Minute Number 2025/216*)

RESOLVED by majority the payment of £3,708.00 inc. VAT was recommended to Full Council for approval.

ii. To approve the following payments over £800:
- Payment of **£922.74 inc. VAT** to Western Fuel for the supply of fuel for horticultural grounds maintenance operations.

RESOLVED the payment of £922.74 inc. VAT was approved.

iii. To receive payments made for June.

The payments made for June were **received.**

iv. To receive budget, income & expenditure reports for June.

The budget, income & expenditure reports for June were **received.**

v. To receive income receipts for June.

A question was raised regarding a payment made by the Almshouses Charity to the Town Council. It was confirmed that the contribution is calculated based on costs incurred, including room hire for meetings and stationery usage. It was further clarified that the fees and charges relate to room hire. Councillors agreed to review the arrangement as part of the annual review of fees and charges later in the year.

The income receipts for June were **received.**

vi. To receive bank reconciliations for June.

It was noted that the reconciliation document originally circulated with the agenda pack related to the month ending 31st May rather than 30th June. The Deputy Clerk had circulated the correct June reconciliation documents to Members in advance of the meeting.

The bank reconciliations for June were **received.**

2026/06. To commence a review of the Council's earmarked reserves and make recommendations to Full Council as appropriate.

Councillor Kravis left the meeting at 20:04.

As part of the budget-setting process for the 2026/27 financial year, Members agreed to undertake a comprehensive review of the Council's Earmarked Reserves (EMRs) to ensure they continue to reflect the Council's long-term objectives, planned projects and anticipated liabilities. The Finance and General Purposes Committee had previously agreed that its July meeting would be dedicated to the commencement of this review.

To support the discussion, the Clerk presented an overview of the Council's existing earmarked reserves, including current balances, their understood purpose and initial observations regarding their ongoing relevance and future requirements.

The Clerk advised that a number of reserves appeared to remain aligned with their original purpose and ongoing commitments, including those relating to toilet refurbishment, office refurbishment and vehicle and large plant replacement. Members considered the current reserve structure and discussed the purpose and anticipated future use of individual reserves.

During the review, Members noted that several reserves, including the Devolution Fund, Office Refurbishment, Elections, Monuments and Historical Assets, Community Buildings, and Avenue/Street Trees reserves, appeared to continue serving a clear purpose.

Members also discussed a number of reserves that may require further consideration, including Cemetery Improvements and Extension, Play Areas, Public Toilets, Vehicle and Plant Replacement, Alcombe Common and the Local Bus Service reserves. It was recognised that further information and discussion would be required before any recommendations could be developed.

Members further acknowledged that emerging projects, future liabilities and evolving Council priorities may give rise to the need for new earmarked reserves as part of the review process.

The Committee noted the information presented and agreed that the review of earmarked reserves remains ongoing. Further consideration will be undertaken at a future meeting, with a revised earmarked reserve structure and any associated recommendations to be developed for subsequent consideration by Full Council.

The meeting closed at 20:46.

Councillor Ben Jewell
Chair of The Finance and General Purposes Committee
July 2026