Minehead Town Council
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NOTICE OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING

Date: Tuesday 11th August 2026
Time: 7.30 pm
Venue: Community Building, Irnham Road, Minehead TA24 5DW

ALL COUNCIL MEETINGS ARE OPEN TO THE PUBLIC AND PRESS
Public Bodies (admission to Meetings) Act 1960

Dear Members of the Finance & General Purposes Committee,

You are hereby summoned to attend the Finance & General Purposes 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
6th August 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 Finance & General Purposes Committee meeting held on Tuesday 14th July 2026.

4. Accounts *(See attachments)*

- **i.** To receive payments made for July.
- **ii.** To receive budget, income & expenditure reports for July.
- **iii.** To receive income receipts for July.
- **iv.** To receive bank reconciliations for July.

5. To receive a report on the toilets at Summerland Car Park and consider the options.

6. To receive an update on pest management and monitoring measures in Blenheim Gardens and to consider any further actions required.

7. To consider the revised Priorities & Direction document, including member amendments, and to determine whether to recommend its adoption to Full Council.

8. To receive and consider a proposed schedule of works for the seafront shelters and to approve its use for obtaining quotations.

9. To receive and update on the earmarked reserves review and to make further considerations.

10. To receive an update on the planning application for the conversion of the storm shelter in Blenheim Gardens into a public toilet facility and to consider any actions required to progress the project.

11. To appoint councillor Jeffery onto the staffing subcommittee.

12. Grant applications

i. To consider an application from St. Micheal's pool group for a small grant of £500 towards the purchase of a community defibrillator. ***LGA 1972 S137***

End of Agenda

CIRCULATION

Councillors Jewell (Committee Chair), Bartlett, Basketfield, Beynon, Bonar, Hall, Hodson, Jeffery, Kravis, Lawton, Milton, C Palmer, M Palmer and Sharjeel.

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

Minehead Town Council

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
273		01/07/2026		NatWest Current Acc	JUL26DD1	Rent - Depot 31	PM & PD Bohun		755.00		755.00
											755.00
274		01/07/2026		NatWest Current Acc	JUL26DD2	Lease of BG21 DSX	Mitsubishi HC Capital UK Pl		343.99	68.80	412.79
											412.79
275		01/07/2026		NatWest Current Acc	JUL26DD3	Subscription	Scribe Accounts		292.00	58.40	350.40
											350.40
276		01/07/2026		NatWest Current Acc	JUL26DD4	Civicly	Starboard Systems Ltd		527.00	105.40	632.40
											632.40
277		01/07/2026		NatWest Current Acc	JUL26DD5	Water or/and Sewage	Water2Business Ltd		337.43	16.87	354.30
											354.30
278		01/07/2026		NatWest Current Acc	JUL26DD6	Water or/and Sewage	Water2Business Ltd		176.64	8.83	185.47
											185.47
279		01/07/2026		NatWest Current Acc	JUL26DD7	Water or/and Sewage	Water2Business Ltd		44.58	8.92	53.50
											53.50
321		01/07/2026		CashPlus – Pre Paid (	JUN26PP24	Stationery	Galaxy Wholsalers Ltd		10.22	2.04	12.26
											12.26
281		02/07/2026		NatWest Current Acc	JUL26PY2	Sundries- maintenance	Eagle Plant		302.00	60.40	362.40
											362.40
280		02/07/2026		NatWest Current Acc	JUL26PY1	Machinery Purchase	Tufferman Ltd		620.82	124.16	744.98
											744.98
284		02/07/2026		NatWest Current Acc	JUL26PY5	Vehicle Maintenance	Neil Arnold Tyres Ltd		20.83	4.17	25.00
											25.00
285		02/07/2026		NatWest Current Acc	JUL26PY6	Waste Collection	ESH Commercials Ltd		85.50	17.10	102.60
											102.60
282		02/07/2026		NatWest Current Acc	JUL26PY3	Music	PPL PRS Ltd		297.60	59.52	357.12
											357.12
283		02/07/2026		NatWest Current Acc	JUL26PY4	Sundries -health & safety	Workwear Ltd		105.24	21.05	126.29
											126.29
286		02/07/2026		NatWest Current Acc	JUL26PY7	Sundries-Cleaning	Initial Washroom Hygiene		194.28	38.86	233.14
											233.14
287		02/07/2026		NatWest Current Acc	JUL26PY8	Music Performance	Quick Silver		250.00		250.00
											250.00
348		02/07/2026		CashPlus – Pre Paid (	JUL26PP1	Milk	Iceland		1.20		1.20
											1.20
349		02/07/2026		CashPlus – Pre Paid (	JUL26PP2	Fuel	Tesco		63.07	12.61	75.68
											75.68
350		04/07/2026		CashPlus – Pre Paid (	JUL26PP3	Free Press	TG Jones High Street Ltd		2.20		2.20
											2.20

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PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
332		06/07/2026		NatWest Current Acc	JUL26PY18	Civicly	Starboard Systems Ltd		527.00	105.40	632.40
											632.40
333		06/07/2026		NatWest Current Acc	JUL26DD8	Website Hosting	Word Gets Around Ltd		35.00		35.00
											35.00
330		06/07/2026		NatWest Current Acc	JUL26PY16	Music Performance	DVO (T Gibbons)		150.00		150.00
											150.00
331		06/07/2026		NatWest Current Acc	JUL26PY17	Sundries- maintenance	Reflex Sports Ltd		80.00	16.00	96.00
											96.00
327		06/07/2026		NatWest Current Acc	JUL26PY13	Business Rates	Somerset Council		325.00		325.00
											325.00
328		06/07/2026		NatWest Current Acc	JUL26PY14	Business Rates	Somerset Council		332.00		332.00
											332.00
325		06/07/2026		NatWest Current Acc	JUL26PY11	Business Rates	Somerset Council		608.00		608.00
											608.00
323		06/07/2026		NatWest Current Acc	JUL26PY9	Business Rates	Somerset Council		453.00		453.00
											453.00
324		06/07/2026		NatWest Current Acc	JUL26PY10	Business Rates	Somerset Council		420.00		420.00
											420.00
326		06/07/2026		NatWest Current Acc	JUL26PY12	Business Rates	Somerset Council		293.00		293.00
											293.00
329		06/07/2026		NatWest Current Acc	JUL26PY15	Business Rates	Somerset Council		330.00		330.00
											330.00
334		07/07/2026		NatWest Current Acc	JUL26DD10	H & S	BrightHR		24.00	4.80	28.80
											28.80
351		07/07/2026		CashPlus – Pre Paid	JUL26PP4	Licences	Microsoft		123.43		123.43
											123.43
354		08/07/2026		CashPlus – Pre Paid	JUL26PP7	Milk	Iceland		1.20		1.20
											1.20
353		08/07/2026		CashPlus – Pre Paid	JUL26PP6	Vehicle Maintenance	Alliance Automotive UK LV		28.43	5.69	34.12
											34.12
352		08/07/2026		CashPlus – Pre Paid	JUL26PP5	Fuel	Tesco		52.48	10.50	62.98
											62.98
355		08/07/2026		CashPlus – Pre Paid	JUL26PP8	Fuel	Tesco		24.41	4.88	29.29
											29.29
356		08/07/2026		CashPlus – Pre Paid	JUL26PP9	Fuel	Tesco		40.55	8.11	48.66
											48.66
335		09/07/2026		NatWest Current Acc	JUL26DD11	Electricity	YU Energy		130.73	6.54	137.27
											137.27
336		09/07/2026		NatWest Current Acc	JUL26DD12	Electricity	YU Energy		27.24	1.36	28.60
											28.60

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Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
357		10/07/2026		CashPlus – Pre Paid (	JUL26PP10	Sundries- maintenance	Ironmongery Direct		75.00	15.00	90.00
											90.00
358		11/07/2026		CashPlus – Pre Paid (	JUL26PP11	Free Press	TG Jones High Street Ltd		2.20		2.20
											2.20
359		11/07/2026		CashPlus – Pre Paid (	JUL26PP12	Hosting - accessibility	20i Ltd		6.99	1.40	8.39
											8.39
337		13/07/2026		NatWest Current Acc	JUL26DD13	Electricity	Scottish Power		222.86	11.14	234.00
											234.00
338		13/07/2026		NatWest Current Acc	JUL26DD14	Equipment Rental	Initial Washroom Hygiene		401.00	80.20	481.20
											481.20
339		14/07/2026		NatWest Current Acc	JUL26DD15	EAP	BrightHR		24.40	4.88	29.28
											29.28
360		14/07/2026		CashPlus – Pre Paid (	JUL26PP13	Subscription	20i Ltd		25.00	5.00	30.00
											30.00
343		14/07/2026		NatWest Current Acc	JUL26PY23	Play Area Inspections	Playsafety Ltd		937.00	187.40	1,124.40
											1,124.40
344		14/07/2026		NatWest Current Acc	JUL26PY24	Sundries- maintenance	Minehead Sawmills		30.40	6.08	36.48
											36.48
342		14/07/2026		NatWest Current Acc	JUL26PY22	Sundries-Cleaning	Bunzl UK Ltd (Greenham)		413.70	82.74	496.44
											496.44
340		14/07/2026		NatWest Current Acc	JUL26PY20	Vehicle Maintenance	Alliance Automotive UK LV		5.44	1.09	6.53
											6.53
347		14/07/2026		NatWest Current Acc	JUL26PY27	Waste Collection	ESH Commercials Ltd		766.00	153.20	919.20
											919.20
345		14/07/2026		NatWest Current Acc	JUL26PY25	Music Performance	Strange Folk		175.00		175.00
											175.00
346		14/07/2026	2026/65 April 2026 FC	NatWest Current Acc	JUL26PY26	Contribution	Minehead & Coast Develop		2,500.00		2,500.00
											2,500.00
341		14/07/2026		NatWest Current Acc	JUL26PY21	Sundries- maintenance	Ironmongery Direct		75.00	15.00	90.00
											90.00
361		15/07/2026		CashPlus – Pre Paid (	JUL26PP14	Fuel	Tesco		46.72	9.34	56.06
											56.06
363		15/07/2026	2026/05 F & GP July 2026	NatWest Current Acc	JUL26PY28	Weed Spraying	Complete Weed Control		3,090.00	618.00	3,708.00
											3,708.00
362		15/07/2026		CashPlus – Pre Paid (	JUL26PP15	Milk	Iceland		1.20		1.20
											1.20
389		15/07/2026		CashPlus – Pre Paid (	JUL26PP16	Mobile Phone	GiffGaff Ltd		8.33	1.67	10.00
											10.00
367		15/07/2026		NatWest Current Acc	JUL26DD16	Broadband/Telephones	BT		110.94	22.19	133.13
											133.13

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Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
365		15/07/2026	2026/05 F & GP July 2026	NatWest Current Acc	JUL26PY30	GasOil	WesternFuel		878.80	43.94	922.74
											922.74
366		15/07/2026		NatWest Current Acc	JUL26PY31	Music Performance	Chrystal Bliss		240.00		240.00
											240.00
364		15/07/2026		NatWest Current Acc	JUL26PY29	Sundries- maintenance	Integration Design 2000 Lt		503.00	100.60	603.60
											603.60
369		15/07/2026		NatWest Current Acc	JUL26DD18	Electricity	EDF Energy		325.65	16.28	341.93
											341.93
368		15/07/2026		NatWest Current Acc	JUL26DD17	Electricity	Smartest Energy Business I		61.50	3.08	64.58
											64.58
393		16/07/2026		CashPlus – Pre Paid (	JUL26PP20	Fuel	Tesco		55.91	11.18	67.09
											67.09
373		16/07/2026		NatWest Current Acc	JUL26PY33	Weed Spraying	Complete Weed Control		250.00	50.00	300.00
											300.00
390		16/07/2026		CashPlus – Pre Paid (	JUL26PP17	Refreshments	Bake House		175.00		175.00
											175.00
391		16/07/2026		CashPlus – Pre Paid (	JUL26PP18	Milk	Iceland		1.65		1.65
											1.65
392		16/07/2026		CashPlus – Pre Paid (	JUL26PP19	Refreshments	Poundland Ltd		1.25	0.25	1.50
											1.50
370		16/07/2026		NatWest Current Acc	JUL26DD19	Electricity	EDF Energy		20.29	1.01	21.30
											21.30
371		16/07/2026		NatWest Current Acc	JUL26DD20	Electricity	EDF Energy		28.29	1.41	29.70
											29.70
372		16/07/2026		NatWest Current Acc	JUL26DD21	Electricity	EDF Energy		70.21	3.51	73.72
											73.72
374		17/07/2026		NatWest Current Acc	JUL26PY34	Net Wages	MTC Employees		28,222.15		28,222.15
											28,222.15
375		17/07/2026		NatWest Current Acc	JUL26PY35	Tax & National Insurance (ee 8	HMRC		10,051.20		10,051.20
											10,051.20
376		17/07/2026		NatWest Current Acc	JUL26PY36	Pension Contributions	Local Government Pension		8,824.09		8,824.09
											8,824.09
378		17/07/2026		NatWest Current Acc	JUL26DD23	Electricity	British Gas		127.00	6.35	133.35
											133.35
377		17/07/2026		NatWest Current Acc	JUL26DD22	Electricity	EDF Energy		25.37	1.27	26.64
											26.64
394		18/07/2026		CashPlus – Pre Paid (	JUL26PP21	Free Press	TG Jones High Street Ltd		2.20		2.20
											2.20
379		20/07/2026		NatWest Current Acc	JUL26DD24	IT Support	AR Computing		212.50	42.50	255.00
											255.00

Minehead Town Council

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
382		20/07/2026		NatWest Current Acc	JUL26DD27	Lease of HW69 OJE	Lex Autolease Ltd		271.69	54.34	326.03
											326.03
380		20/07/2026		NatWest Current Acc	JUL26DD25	Electricity	Valda Energy		166.63	8.33	174.96
											174.96
381		20/07/2026		NatWest Current Acc	JUL26DD26	Equipment Rental	Initial Washroom Hygiene		688.83	137.77	826.60
											826.60
388		21/07/2026		NatWest Current Acc	JUL26DD33	Land Registration	HM Land Registry		160.00		160.00
											160.00
397		21/07/2026		CashPlus – Pre Paid (	JUL26PP24	Fuel	Central		36.67	7.34	44.01
											44.01
395		21/07/2026		CashPlus – Pre Paid (	JUL26PP22	Milk	Iceland		1.20		1.20
											1.20
396		21/07/2026		CashPlus – Pre Paid (	JUL26PP23	Refreshments	Poundland Ltd		2.00		2.00
											2.00
385		21/07/2026		NatWest Current Acc	JUL26DD30	Electricity	EDF Energy		52.93	2.65	55.58
											55.58
383		21/07/2026		NatWest Current Acc	JUL26DD28	Electricity	EDF Energy		43.62	2.18	45.80
											45.80
387		21/07/2026		NatWest Current Acc	JUL26DD32	Electricity	EDF Energy		18.95	0.95	19.90
											19.90
384		21/07/2026		NatWest Current Acc	JUL26DD29	Electricity	EDF Energy		58.68	2.93	61.61
											61.61
398		22/07/2026		CashPlus – Pre Paid (	JUL26PP25	Mobile Phone	GiffGaff Ltd		6.67	1.33	8.00
											8.00
386		22/07/2026		NatWest Current Acc	JUL26DD31	Electricity	EDF Energy		57.07	2.85	59.92
											59.92
406		24/07/2026		CashPlus – Pre Paid (	JUL26PP30	Free Press	TG Jones High Street Ltd		2.20		2.20
											2.20
399		24/07/2026		NatWest Current Acc	JUL26DD34	BusinessSafe	Peninsula		167.56	31.65	199.21
											199.21
402		25/07/2026		CashPlus – Pre Paid (	JUL26PP26	Milk	Iceland		1.20		1.20
											1.20
403		25/07/2026		CashPlus – Pre Paid (	JUL26PP27	Fuel	Morrisons		90.77	18.15	108.92
											108.92
400		27/07/2026		NatWest Current Acc	JUL26DD35	Electricity	British Gas		26.26	1.31	27.57
											27.57
404		28/07/2026		CashPlus – Pre Paid (	JUL26PP28	Sundries- maintenance	Poundland Ltd		1.25	0.25	1.50
											1.50
410		28/07/2026		NatWest Current Acc	JUL26PY40	Sundries- maintenance	LBS Worldwide Ltd		282.69	56.54	339.23
											339.23

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PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
405		28/07/2026		CashPlus – Pre Paid (	JUL26PP29	Fuel	Tesco		68.83	13.77	82.60
											82.60
411		28/07/2026		NatWest Current Acc	JUL26PY41	Waste Collection	ESH Commercials Ltd		741.00	148.20	889.20
											889.20
408		28/07/2026		NatWest Current Acc	JUL26PY38	Music Performance	Fun Puppets		250.00		250.00
											250.00
409		28/07/2026		NatWest Current Acc	JUL26PY39	Property Maintenance	PD Flagpole Consultants		349.00		349.00
											349.00
407		28/07/2026		NatWest Current Acc	JUL26PY37	Sundries-Cleaning	Bunzl UK Ltd (Greenham)		100.78	20.16	120.94
											120.94
412		28/07/2026		NatWest Current Acc	JUL26PY42	Window/shelter Cleaning	Westrip Cleaning Services		173.00		173.00
											173.00
414		28/07/2026		NatWest Current Acc	JUL26PY44	Training	Somerset Association of Lo		85.00		85.00
											85.00
415		28/07/2026		NatWest Current Acc	JUL26PY45	Sundries- maintenance	CRS Building Supplies Ltd		294.09	58.82	352.91
											352.91
413		28/07/2026		NatWest Current Acc	JUL26PY43	Land Maintenance	Eagle Plant		498.00	99.60	597.60
											597.60
416		28/07/2026		NatWest Current Acc	JUL26PY46	Property Maintenance	Comprehensive Renovatior		1,300.00		1,300.00
											1,300.00
401		29/07/2026		NatWest Current Acc	JUL26DD36	Broadband/Telephones	South West Communicatior		425.05	85.01	510.06
											510.06
420		29/07/2026		NatWest Current Acc	JUL26PY51	Vehicle Maintenance	Vincent Tractors Ltd		661.52	132.30	793.82
											793.82
424		29/07/2026		NatWest Current Acc	JUL26PY55	Waste Collection	ESH Commercials Ltd		325.00	65.00	390.00
											390.00
418		29/07/2026	min2026/115 FCJuly26	NatWest Current Acc	JUL26PY48	Floral Displays	Bristol City Council		5,586.60	1,117.32	6,703.92
											6,703.92
423		29/07/2026	min 2026/115 FC July26	NatWest Current Acc	JUL26PY54	Christmas Lights	Festive Lighting Co Ltd		5,403.51	1,080.70	6,484.21
											6,484.21
422		29/07/2026		NatWest Current Acc	JUL26PY53	Music Performance	Minehead Community Orch		250.00		250.00
											250.00
417		29/07/2026		NatWest Current Acc	JUL26PY47	Sundries -health & safety	Bunzl UK Ltd (Greenham)		47.02	9.40	56.42
											56.42
419		29/07/2026		NatWest Current Acc	JUL26PY49	Sundries -health & safety	Medisave (UK) Ltd		241.86	48.38	290.24
											290.24
421		29/07/2026		NatWest Current Acc	JUL26PY52	Sundries -health & safety	Lidl		35.46	4.49	39.95
											39.95
425		30/07/2026		NatWest Current Acc	JUL26PY56	Vehicle Maintenance	Bradshaw Electric Vehicles		2,300.64	460.13	2,760.77
											2,760.77

Minehead Town Council

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
426		30/07/2026		NatWest Current Acc	JUL26PY57	Vehicle Maintenance	Bradshaw Electric Vehicles		2,174.90	434.98	2,609.88
											2,609.88
427		31/07/2026		CashPlus – Pre Paid (	JUL26PP31	Licences	Microsoft		1.78		1.78
											1.78
428		31/07/2026		NatWest Current Acc	JUL26DD37	Bank Admin Fee	NatWest Group PLC		35.00		35.00
											35.00
								Total	**90,913.22**	**6,372.95**	**97,286.17**

Minehead Town Council

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/07/2026 and 31/07/2026)

Governance & Administration

Code	Title	Receipts Budgeted	Receipts Actual	Receipts Variance	Payments Budgeted	Payments Actual	Payments Variance	Net Position +/- Under/over spend
1033	Income Other							(N/A)
1050	VAT Refund							(N/A)
1176	Precept Received							(N/A)
1190	Interest received	18,000.00	1,604.39	-16,395.61				-16,395.61 (-91%)
4000	Wages, NI and Pension				205,000.00	12,386.90	192,613.10	192,613.10 (93%)
4007	HR Support/EAP				630.00	48.40	581.60	581.60 (92%)
4008	Staff Training/Conferences				1,000.00		1,000.00	1,000.00 (100%)
4018	Hospitality				200.00	3.60	196.40	196.40 (98%)
4021	Stationery				750.00	20.27	729.73	729.73 (97%)
4022	Phone and Broadband				4,100.00	433.38	3,666.62	3,666.62 (89%)
4023	Subscriptions				19,173.00	1,346.00	17,827.00	17,827.00 (92%)
4025	Insurance				23,000.00		23,000.00	23,000.00 (100%)
4026	Website				1,700.00	41.99	1,658.01	1,658.01 (97%)
4027	Photocopier				1,000.00		1,000.00	1,000.00 (100%)
4030	Advertising/Recruitment				4,000.00		4,000.00	4,000.00 (100%)
4039	IT Support				2,700.00	212.50	2,487.50	2,487.50 (92%)
4040	Computer Equipment /Licences				2,000.00	150.21	1,849.79	1,849.79 (92%)
4042	Business Safe Subscription				2,235.00	167.56	2,067.44	2,067.44 (92%)
4050	Legal and Professional Fees				6,000.00	160.00	5,840.00	5,840.00 (97%)
4055	Bank Charges				570.00	35.00	535.00	535.00 (93%)
4057	Audit Fees				3,800.00		3,800.00	3,800.00 (100%)
	SUB TOTAL	**18,000.00**	**1,604.39**	**-16,395.61**	**277,858.00**	**15,005.81**	**262,852.19**	**246,456.58 (83%)**

Town Council Offices

Code	Title	Receipts Budgeted	Receipts Actual	Receipts Variance	Payments Budgeted	Payments Actual	Payments Variance	Net Position +/- Under/over spend
4325	Office Refit							(N/A)
4400	Cleaning and Windows				400.00	26.50	373.50	373.50 (93%)
4401	General Maintenance				1,500.00		1,500.00	1,500.00 (100%)
4410	Buildings Insurance Contribution				600.00		600.00	600.00 (100%)
4411	Rates				6,078.00	608.00	5,470.00	5,470.00 (90%)
4412	Water				450.00		450.00	450.00 (100%)
4413	Electricity				2,700.00	130.73	2,569.27	2,569.27 (95%)
4425	Equipment Rental				262.00	59.91	202.09	202.09 (77%)
	SUB TOTAL				**11,990.00**	**825.14**	**11,164.86**	**11,164.86 (93%)**

Depot Team

Code	Title	Receipts Budgeted	Receipts Actual	Receipts Variance	Payments Budgeted	Payments Actual	Payments Variance	Net Position +/- Under/over spend
4001	Wages, NI and Pension				380,000.00	26,525.72	353,474.28	353,474.28 (93%)
4011	Staff Training/Conferences				5,000.00		5,000.00	5,000.00 (100%)
4024	Phone and Broadband				1,440.00	6.67	1,433.33	1,433.33 (99%)
4407	Uniforms all clothing				2,000.00		2,000.00	2,000.00 (100%)
4418	Safety Equipment / Signs				2,000.00	280.62	1,719.38	1,719.38 (85%)

Minehead Town Council

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/07/2026 and 31/07/2026)

		Receipts Budgeted	Receipts Actual	Receipts Variance	Payments Budgeted	Payments Actual	Payments Variance	Net Position +/- Under/over spend
	SUB TOTAL				**390,440.00**	**26,813.01**	**363,626.99**	**363,626.99 (93%)**

Civic & Democratic

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
4009	Mayor's Allowance				600.00		600.00	600.00 (100%)
4010	Civic Expenses				400.00		400.00	400.00 (100%)
4012	Members' Travel/Training/IT				8,700.00	85.00	8,615.00	8,615.00 (99%)
4014	Accessibility (Meetings)				500.00		500.00	500.00 (100%)
4059	Elections (EMR)							(N/A)
4364	Hospitality Council				1,650.00	4.40	1,645.60	1,645.60 (99%)
	SUB TOTAL				**11,850.00**	**89.40**	**11,760.60**	**11,760.60 (99%)**

Cemetery & Churchyard

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
1020	Purchase Of Graves	5,200.00	608.00	-4,592.00				-4,592.00 (-88%)
1021	Burial Fees	8,200.00	525.00	-7,675.00				-7,675.00 (-93%)
1022	Interment of Ashes	4,000.00	400.00	-3,600.00				-3,600.00 (-90%)
1023	Memorials	5,000.00	694.00	-4,306.00				-4,306.00 (-86%)
4002	Wages, NI and Pension				40,500.00	3,117.18	37,382.82	37,382.82 (92%)
4101	Grounds Maintenance				3,000.00		3,000.00	3,000.00 (100%)
4326	Refuse and Recycling				900.00		900.00	900.00 (100%)
4406	Equipment				2,000.00		2,000.00	2,000.00 (100%)
4422	Rates				4,541.00	453.00	4,088.00	4,088.00 (90%)
4424	Bench Purchases							(N/A)
4428	Cemetery Land Purchase							(N/A)
4429	Water				250.00		250.00	250.00 (100%)
4439	Electricity				700.00	57.07	642.93	642.93 (91%)
	SUB TOTAL	**22,400.00**	**2,227.00**	**-20,173.00**	**51,891.00**	**3,627.25**	**48,263.75**	**28,090.75 (37%)**

Allotments

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
1030	Income Allotments	5,625.00	30.00	-5,595.00				-5,595.00 (-99%)
1258	Allotment Deposit/Creditors		150.00	150.00				150.00 (N/A)
4102	Grounds Maintenance				2,500.00		2,500.00	2,500.00 (100%)
4430	Water				3,000.00		3,000.00	3,000.00 (100%)
	SUB TOTAL	**5,625.00**	**180.00**	**-5,445.00**	**5,500.00**		**5,500.00**	**55.00 (0%)**

Depots & Compound

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
4106	New Depot monthly rent				9,060.00	755.00	8,305.00	8,305.00 (91%)

Minehead Town Council

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/07/2026 and 31/07/2026)

4334	Refuse and Recycling				15,000.00	1,550.00	13,450.00	13,450.00 (89%)
4415	General Maintenance				2,500.00		2,500.00	2,500.00 (100%)
4421	Cleaning Materials				300.00		300.00	300.00 (100%)
4423	Rates				7,786.00	713.00	7,073.00	7,073.00 (90%)
4431	Water				1,500.00		1,500.00	1,500.00 (100%)
4440	Electricity				4,200.00	275.79	3,924.21	3,924.21 (93%)
	SUB TOTAL				**40,346.00**	**3,293.79**	**37,052.21**	**37,052.21 (91%)**

Vehicles, Plant & Equipment

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
1004	Income - Other							(N/A)
4327	Equipment Maintenance				4,500.00	617.87	3,882.13	3,882.13 (86%)
4328	Equipment				7,500.00	757.27	6,742.73	6,742.73 (89%)
4329	Vehicle Maintenance				3,800.00	5,191.76	-1,391.76	-1,391.76 (-36%)
4330	Fuel				7,000.00	1,358.21	5,641.79	5,641.79 (80%)
4331	Vehicle Purchase							(N/A)
4332	Road Tax				2,500.00		2,500.00	2,500.00 (100%)
4333	Lease of Tipper HW69 0JE				4,000.00	271.69	3,728.31	3,728.31 (93%)
4335	Lease of Vehicle BG21 DSX				4,750.00	343.99	4,406.01	4,406.01 (92%)
4432	Vehicle Replacement (EMR)				10,000.00		10,000.00	10,000.00 (100%)
	SUB TOTAL				**44,050.00**	**8,540.79**	**35,509.21**	**35,509.21 (80%)**

Community Centre

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
1003	S106 Solar & Air Conditioning P							(N/A)
1032	IncomeMinehead Football Club	9,250.00	770.83	-8,479.17				-8,479.17 (-91%)
1036	Income Other		1,362.43	1,362.43				1,362.43 (N/A)
1037	Income Hall Hire	18,000.00	1,310.00	-16,690.00				-16,690.00 (-92%)
1072	Income Tennis Courts	500.00	190.59	-309.41				-309.41 (-61%)
4003	Wages, NI and Pension				30,500.00	2,095.21	28,404.79	28,404.79 (93%)
4028	Phone and Broadband				1,300.00	110.94	1,189.06	1,189.06 (91%)
4031	Licences				750.00		750.00	750.00 (100%)
4082	Tennis Courts/MUGA/Gym				1,000.00		1,000.00	1,000.00 (100%)
4336	Refuse and Recycling				1,500.00	367.50	1,132.50	1,132.50 (75%)
4405	Cleaning and Windows				1,200.00	284.30	915.70	915.70 (76%)
4416	General Maintenance				3,000.00		3,000.00	3,000.00 (100%)
4419	Gas				6,200.00	166.63	6,033.37	6,033.37 (97%)
4426	Rates				3,311.00	330.00	2,981.00	2,981.00 (90%)
4434	Water				3,000.00		3,000.00	3,000.00 (100%)
4441	Electricity				7,800.00	127.00	7,673.00	7,673.00 (98%)
4445	Equipment Rental				900.00	191.34	708.66	708.66 (78%)
4447	Equipment				500.00		500.00	500.00 (100%)
4496	S106 Solar & Air Con project							(N/A)
	SUB TOTAL	**27,750.00**	**3,633.85**	**-24,116.15**	**60,961.00**	**3,672.92**	**57,288.08**	**33,171.93 (37%)**

Minehead Town Council

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/07/2026 and 31/07/2026)

Open Spaces & Recreation

Code	Title	Receipts Budgeted	Receipts Actual	Receipts Variance	Payments Budgeted	Payments Actual	Payments Variance	Net Position +/- Under/over spend	
1031	Income Bowling Club	800.00		-800.00				-800.00	(-100%)
1034	Income Alcombe Football Club	1,200.00		-1,200.00				-1,200.00	(-100%)
1035	Income Commemorative benche		1,500.00	1,500.00				1,500.00	(N/A)
1038	Income Other	40,000.00	7,197.32	-32,802.68				-32,802.68	(-82%)
1051	Alcombe Common Grant	15,963.00		-15,963.00				-15,963.00	(-100%)
1082	Property Rental in	30,000.00	6,000.00	-24,000.00				-24,000.00	(-80%)
4100	Playgrounds Maintenance				5,000.00	1,125.04	3,874.96	3,874.96	(77%)
4209	Tree Works				10,000.00		10,000.00	10,000.00	(100%)
4351	Alcombe Common Grant				15,963.00		15,963.00	15,963.00	(100%)
4358	Weed Removal				14,000.00	3,340.00	10,660.00	10,660.00	(76%)
4382	Town Security				7,000.00		7,000.00	7,000.00	(100%)
4402	Blenheim Gardens				18,000.00	349.00	17,651.00	17,651.00	(98%)
4404	Seafront/Culvercliffe				10,000.00	498.00	9,502.00	9,502.00	(95%)
4408	The Parks				10,000.00	153.50	9,846.50	9,846.50	(98%)
4409	Car Parks				10,000.00	657.00	9,343.00	9,343.00	(93%)
4417	General Maintenance				5,500.00	90.00	5,410.00	5,410.00	(98%)
4435	Water				1,000.00		1,000.00	1,000.00	(100%)
4437	Tree Replacement Fund (Ave)								(N/A)
4442	Electricity				4,000.00	388.22	3,611.78	3,611.78	(90%)
4449	Bench Purchases								(N/A)
	SUB TOTAL	**87,963.00**	**14,697.32**	**-73,265.68**	**110,463.00**	**6,600.76**	**103,862.24**	**30,596.56**	**(15%)**

Community Services & Suppo

Code	Title	Receipts Budgeted	Receipts Actual	Receipts Variance	Payments Budgeted	Payments Actual	Payments Variance	Net Position +/- Under/over spend	
1039	Income Other								(N/A)
4004	Wages, NI and Pension								(N/A)
4020	Health & Wellbeing YouthWorker				13,000.00		13,000.00	13,000.00	(100%)
4075	Community Grants				5,000.00		5,000.00	5,000.00	(100%)
4356	Local Bus Service								(N/A)
4360	Youth Club				6,000.00		6,000.00	6,000.00	(100%)
4362	Christmas				25,000.00	5,403.51	19,596.49	19,596.49	(78%)
4363	Town Entertainments				10,750.00	4,112.60	6,637.40	6,637.40	(61%)
4381	Citizens Advice Support				5,000.00		5,000.00	5,000.00	(100%)
4495	Tourism				2,500.00		2,500.00	2,500.00	(100%)
	SUB TOTAL				**67,250.00**	**9,516.11**	**57,733.89**	**57,733.89**	**(85%)**

Town Centre Maintenance

Code	Title	Receipts Budgeted	Receipts Actual	Receipts Variance	Payments Budgeted	Payments Actual	Payments Variance	Net Position +/- Under/over spend	
4105	Wellington Square/Monuments				5,000.00	70.84	4,929.16	4,929.16	(98%)
4361	Floral Displays				11,000.00	5,586.60	5,413.40	5,413.40	(49%)
4369	Britain In Bloom/Green Flag				500.00	177.90	322.10	322.10	(64%)

		Receipts			Payments			Net Position	
	SUB TOTAL				**16,500.00**	**5,835.34**	**10,664.66**	**10,664.66**	**(64%)**

Public Toilets

		Receipts			Payments			Net Position	
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend	
1040	Income Other		75.00	75.00				75.00	(N/A)
4005	Wages, NI and Pension				40,500.00	2,972.43	37,527.57	37,527.57	(92%)
4414	Blen Grdns new wcs								(N/A)
4420	General Maintenance				9,000.00	1,953.00	7,047.00	7,047.00	(78%)
4436	Public Toilet Improvements (EM				75,000.00		75,000.00	75,000.00	(100%)
4438	Water				12,000.00	514.07	11,485.93	11,485.93	(95%)
4443	Electricity				5,500.00	291.58	5,208.42	5,208.42	(94%)
4446	Equipment Rental				9,750.00	838.58	8,911.42	8,911.42	(91%)
4448	Equipment				2,500.00		2,500.00	2,500.00	(100%)
4450	Cleaning Materials				3,200.00	523.24	2,676.76	2,676.76	(83%)
	SUB TOTAL		**75.00**	**75.00**	**157,450.00**	**7,092.90**	**150,357.10**	**150,432.10**	**(95%)**

Summary

NET TOTAL	**161,738.00**	**22,417.56**	**-139,320.44**	**1,246,549.00**	**90,913.22**	**1,155,635.78**	**1,016,315.34**
V.A.T.		20,899.62			6,372.95		
GROSS TOTAL		**43,317.18**			**97,286.17**		

Minehead Town Council

Prepared by: J.Chapman Date: 3/8/2026

Name and Role (Clerk/RFO etc)

Approved by: ______________________ Date: ____________

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/07/2026			
	Cash in Hand 01/04/2026			1,236,567.11
	ADD Receipts 01/04/2026 - 31/07/2026			660,077.19
				1,896,644.30
	SUBTRACT Payments 01/04/2026 - 31/07/2026			408,459.44
A	**Cash in Hand 31/07/2026** (per Cash Book)			**1,488,184.86**
	Cash in hand per Bank Statements			
	Petty Cash	31/07/2026	0.00	
	NatWest Current Account	31/07/2026	497,023.07	
	NatWest Liquidity Manager Accoun	31/07/2026	386,950.15	
	CCLA Investments	31/07/2026	304,314.39	
	CashPlus – Pre Paid Card	31/07/2026	998.22	
	Hinckley & Rugby EMR Account	31/07/2026	298,899.03	
				1,488,184.86
	Less unpresented payments			
				1,488,184.86
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**1,488,184.86**
	A = B Checks out OK			