



Minutes from the Full Council Meeting of Minehead Town Council

held on

Tuesday 25th August 2026 at 7:30 p.m. in the Community Building, Irnham Road, Minehead TA24 5DW

Present: Councillors C Palmer (Chair), Hodson, Jewell, M Palmer, Lawton, Kravis, Sharjeel, Hall, Basketfield, Jeffery and Beynon.

Apologies: Councillors Bartlett, Bonar and Milton

In attendance: J Chapman (Deputy Clerk & RFO) Somerset Councillors Chilcott, Hadley and 1 member of the public.

There was 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.

The following matters were raised:

A member of the public welcomed the addition of a Priorities and Direction document for Minehead but raised a concern about the mention of reducing the amount of annual bedding used in the floral displays around Minehead in favour of perennial plants. It was said that both residents and visitors to the town loved the current colourful displays and felt that a reduction in the highly visual impact displays would be disappointing for all.

A member of the public commented that they welcomed the extension to the Office opening hours.

A member of the public commented that the Minehead proportion of precept is over 1 million pounds, and they would like to see a resident consultation on what services and projects the people of Minehead would like to see in future years.

2026/130. To receive Apologies for Absence [LGA 1972 s 85 \(1\)](#)

Councillors Bartlett, Bonar and Milton's apologies for absence were received.

2026/131 To receive disclosures of unregistered or other interests from Councillors on matters to be considered at the meeting [Localism Act 2011 S 26 - 34](#)

Councillor Kravis has a standing declaration as a Somerset Councillor.

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

2026/132. To receive reports from Somerset Councillors and the Local Policing Team.

There were no members of the Local Policing Team present.

Somerset Councillor Hadley gave the following updates:

- Somerset Council's Children's Services and Social care have received an extra 7 million investment to use for the My World My Tomorrow project. The aim of this project is to reduce the need for care places, increase stability for young people, increase support for

families, increase the number of foster carers and deliver savings in providing these services.

- Somerset Council are starting a campaign to recruit more foster places and mentors for young people. The Council would like Town and Parish Councils' help in promoting this campaign by their social media and other notification channels.
- The Best Value Notice that Somerset Council has recently received from Central Government has not been endorsed by a cross-party committee and they are asking for further information on what improvements are required in the areas of governance, financial management and performance to improve the Council's rating.
- There are changes to how planning decisions are made coming in. Small developments' & household decisions where applications are for 1 to 9 units inclusive, are to be decided by Planning Officer decision. Larger developments will still go to Committee.
- There is a Council Tax consultation running until 28.09.2026 for residents to record their comments on Somerset Councils potential changes to their council tax reduction scheme.

Somerset Councillor Chilcott gave the following updates:

- The report that Councillor Chilcott & Councillor Hadley have produced about the removal of defunct signage around Minehead has been completed and they would be sending the signage list to Somerset Council's Highways department soon.
- It has been observed that there is a lack of direction signs to the Coach parking section at the Railway Station car park for visiting coaches to follow. Councillor Chilcott would be pushing for extra signage from Somerset Council to improve this.
- A bid for funding for the B3191 Watchet to Blue Anchor coastal road reinstatement has been submitted to the Central Government's Structures Fund. Unfortunately, there wasn't time for a public consultation on this, as there was only a short time frame before bids had to be submitted. There is a demonstration of support for reinstating the road organised for 26th August 2026 7pm. Demonstrators to meet on the Watchet side of the current road closure.

Somerset Councillor Kravis gave the following updates:

- Re-emphasised the importance of Somerset Council's campaign to increase the number of fosterers in Somerset.
- Confirmed that he supported the re-instatement of the B3191 and hoped the residents of Watchet and surrounding areas would get behind it.

2026/133. To receive reports from councillors, advisory groups and outside bodies.

Cllr Hodson reported that he had attended the latest Strategic Pool Group meeting. The group were finalising the configuration of the pool and associated costs for several options. Once complete, the group would be ready to present their report to the town council.

2026/134. To approve and sign the [Minutes of the Full Council Meeting held on Tuesday 28th July 2026.](#)
LGA 1972 Sch 12 para 41

The Chair observed that there was an error with the attendees of the July 2026 meeting. A councillor was mentioned twice and a councillor was omitted. The attended list was amended, and the amendment was initialled by the Chair.

RESOLVED the minutes of the Full Council Meeting held on Tuesday 28th July 2026 were approved and signed by the chair as a true and accurate record of the meeting.

2026/135 To receive the [Minutes of the Finance and General Purposes Committee meeting held on Tuesday 11th August 2026.](#)

The minutes of the Finance and General Purposes Committee meeting held on Tuesday 11th August 2026 were **received**.

2026/136. To receive the [Minutes of the Planning & Licencing Committee meeting held on Tuesday 4th August 2026.](#)

The minutes of the Planning & Licencing Committee meeting held on Tuesday 4th August 2026 were **received**.

2026/137. Accounts *Accounts and Audit Regulations 2015*

- i. To receive Payments made in July.

The payments made in July were **received**.

- ii. To receive budget income & expenditure reports for July.

The budget income & expenditure reports for July were **received**.

- iii. To receive income receipts for July.

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

- iv. To receive bank reconciliations for July.

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

2026/138. To consider an application for a Councillor co-option to the Periton & Woodcombe Ward of Minehead Town Council *LGA 1972 S 87 & Local Elections (Parishes and Communities) Rules 2006 r 5*

The Council considered an application for co-option from a member of the public. The candidate addressed Members, outlining their reasons for wishing to join Minehead Town Council.

Following the presentation, Members voted to suspend Standing Orders. The candidate and members of the public were then asked to leave the meeting to allow Members to discuss the application and determine the matter by vote.

Upon completion of the vote, the candidate and members of the public were invited to return to the meeting. Members then voted to reinstate Standing Orders.

RESOLVED that Mrs Stacey Maycock be co-opted to Minehead Town Council to represent Periton and Woodcombe Ward.

Councillor M Palmer left the meeting at 20.02

Councillor M Palmer returned at 20.05

Following the completion of her Declaration of Acceptance of Office, which were duly signed and witnessed by the Deputy Clerk as Proper Officer of the Council, the newly co-opted Member took her seat and joined the meeting as a Councillor.

2026/139. To receive the MTC financial report for Quarter 1 of the 2026/2027 financial year (See attachment)

Cllr C Palmer highlighted a figure error in the report. The Deputy Clerk & RFO confirmed that there was and apologised for the mistake.

A question was raised about Minehead Town Council not receiving any income from the North Road & Alexandra Road car parks since devolution in May 2025. The Deputy Clerk explained that the Service Level Agreement had not been signed by Somerset Council and both The Clerk and Deputy Clerk had chased this signing on numerous occasions. Councillors Chilcott, Hadley and Kravis offered to chase this up on behalf of Minehead Town Council. It was agreed to use their offer of assistance,

The MTC financial report for Quarter 1 of the 2026/2027 was **received**.

2026/140 To approve and adopt the Minehead Town Council Priorities and Direction Document recommended from Finance and General Purposes Committee.

It was proposed and seconded to accept and approve this document.

RESOLVED by majority that Minehead Town Priorities and Direction Document was **approved and adopted**.

2026/141. To consider submitting an application for Minehead to become a watermark town.

Councillors discussed the implications and benefits of becoming a watermark town including fund matching.

It was proposed and seconded to submit an application for Minehead to become a watermark town.

RESOLVED that the Council submit an application for Minehead to become a watermark town. Passed by majority.

2026/142 To consider a quote for the repairs to the bank along the stream at the Parkhouse Road entrance of Parks Walk

A question was raised over the ownership of the drainage pipe that runs into the stream within the area where the bank is collapsing. The mayor has contacted Somerset Council's Highways department to see if the pipe is connected to the highway network leading to a possible contribution to the repair. To date, he has not received a reply. The damage is longstanding and has been declining slowly.

It was proposed & seconded to defer this project for one month whilst further ownership information is gathered.

RESOLVED To defer for one month whilst ownership information is gathered. Passed by majority.

2026/143 To consider and approve the Cycle to Work Scheme Policy.

It was proposed and seconded to adopt the Cycle to Work scheme.

RESOLVED Passed by majority, that the Cycle to Work scheme is **adopted**.

2026/144 To consider and approve quotations for footpath safety works at Blenheim Gardens, Parks Walk and Minehead Cemetery. (Item deferred from July Full Council meeting)

Each area now had their own specific quote.

Members discussed the three different options for the existing cobble bridge. Option 2 (tarmac) was chosen due to its lower slip risk properties, and the overall depth of the path would not change the bridge height significantly.

It was discussed that the drainage gully to the existing drain after the bridge had been removed from the quote, as requested, therefore part 4 of the Parks Walk quote was to retarmac the path only.

Members discussed that the total price on the latest quote included all of the other bridge options, and as only one option for the bridge is to be chosen, the overall cost is less than the quote total. This requires pointing out to the contractor.

The Blenheim Gardens patching quote remains the same as the original quote presented in July.

The Minehead Cemetery quote was discussed. It was decided that as the area to be retarmacked is the parking area outside the Cemetery gates; the connecting path to the Lychgate and the area outside the Lychgate connecting to the public pavement, Council would like further details of ownership of these areas before any works are undertaken.

It was proposed & seconded to approve parts 2, 4, 5 and 6 of the Parks Walk quote

It was proposed & seconded to approve the Blenheim Gardens quote

It was proposed & seconded to defer a decision on the Minehead Cemetery works for one month whilst further ownership information is obtained.

RESOLVED To approve and implement the works in Parks Walk contained in parts 2,4,5 and 6 of the quote.

To approve and implement the work contained in the Blenheim Gardens quote.

To defer a decision on the Minehead Cemetery works for one month whilst further ownership information is obtained. Passed by majority.

2026/145 To note the First Quarter report for year 2 of the Enhanced Youth Worker Project, jointly funded by Minehead Town Council, Minehead EYE and Living Better.

RESOLVED The First Quarter Report for year 2 of the Enhanced Youth Worker Project was **noted**.

2026/146 To receive further correspondence from the freeholder outlining repairs carried out to the rear of the offices and to consider the request for full payment.

Members discussed the freeholders' reply in detail, what the signed 999-year lease contained about external and internal repair liabilities. and what the previous rental agreement contained about external and internal repairs. On investigation both signed contracts say that the freeholder is liable for the external works to the property.

It was proposed and seconded that further amicable negotiation on the level of Minehead Town Council's contribution towards the cost of the roof works would be delegated to the Clerk.

RESOLVED that the Clerk be authorised to seek an amicable resolution with the freeholders' about the external roof work.

Councillor Kravis left the meeting at 20.42

2026/147. To receive and note an update on the recruitment of an Administration Officer and Head of Amenities & Assets.

RESOLVED It was noted that an Administration Officer had been appointed and would be starting in September. The recruitment of the Head of Amenities & Assets would be readvertised in September.

The meeting closed at 20:45

Councillor C Palmer
Chair of Minehead Town Council
August 2026