



Minehead Town Council

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NOTICE OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING

Date: Tuesday 8th September 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
3rd September 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.

AGENDA

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 11th August 2026.](#)
4. Accounts (*See attachments*)
 - i. To recommend the following payments over £3,000:
 - Payment of **£6,484.21 inc. VAT** to Festive Lighting for 40% rental and 40% installation of Christmas lights. Christmas 2026. Second invoice of three. (*Discussed and approved at June 2026 Full Council Meeting; minute number 2026/103*).
 - ii. To receive payments made for August.
 - iii. To receive budget, income & expenditure reports for August.
 - iv. To receive income receipts for August.
 - v. To receive bank reconciliations for August.
5. To consider a quotation for the upgrade of the drainage infrastructure serving Jubilee Gardens Café. (*See councillor attachment*)
6. To consider the purchase of a replacement storage safe for the storage of fuel canisters. (*See Councillor attachment*)
7. To confirm the date and venue for the informal councillor session to review earmarked reserves.
8. To agree the approach to be taken in reviewing fees and charges for the 2027/28 financial year.
9. To consider quotation for seasonal tractor mounted flail works in Town Council areas. (*See Councillor attachment*)
10. To consider whether the informal car park adjacent to the Community Centre should remain available for use and, if not, to agree a phased approach for its closure and user notification.
11. To review the current advisory groups and invite expressions of interest from councillors wishing to join them. (*See attachment*)
12. To note the Local Government Services Pay Agreement for 2026 (*See Councillor attachment*)

End of Agenda

CIRCULATION

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



**Minutes of the Finance and General Purposes Committee Meeting of Minehead Town Council
held on
Tuesday 11th August 2026 at 7:30 p.m. in the Minehead Community Centre, Irnham Road, Minehead
TA24 5DW.**

Present: Councillors Jewell (Committee Chair), Bartlett, C Palmer, Hall, Basketfield, Hodson, Jeffery, Lawton, M Palmer and Sharjeel

Apologies: Councillors Beynon, Bonar, Kravis and Milton.

In attendance: B Parker (Town Clerk) J Chapman (Deputy Clerk & RFO)

2026/07. To receive Apologies for Absence [LGA 1972 s 85 \(1\)](#)

Councillors Beynon, Bonar, Kravis and Milton's apologies for absence were **received**.

2026/08. 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.

2026/09. To approve and sign the [Minutes of the Finance & General Purposes Committee meeting held on Tuesday 14th July 2026](#).

RESOLVED the Minutes of the Finance & General Purposes Committee meeting held on Tuesday 14th July 2026 were approved and signed by the committee chair as a true and accurate record.

2026/10. Accounts

- i. To receive payments made for July.

A question was raised regarding the works undertaken at the Summerland Road Toilets and the scope of the works involved.

Further questions were also asked concerning the printed reports provided to Councillors. Members were reminded that they have read-only access to the system and are able to access information directly for self-service enquiries. Councillors were advised that more comprehensive report formats may be available; however, as the system is newly implemented, not all report outputs have yet been fully reviewed and assessed.

The payments made for 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**.

2026/11. To receive a report on the toilets at Summerland Car Park and consider the options.

The Clerk presented an options paper regarding the sensor-operated toilet flushes at the Summerland Road public toilets. Members considered the advantages and disadvantages of retaining the existing sensor-operated system compared with replacing failed units with manual flush mechanisms. Discussion included the higher maintenance requirements, repair complexity and replacement costs associated with sensor-operated flushes, together with the potential cost savings and ease of maintenance offered by manual systems. Members noted that any transition to manual flushes would be undertaken progressively as existing sensor-operated units reached the end of their service life.

RESOLVED that, upon failure of existing sensor-operated toilet flushes at the Summerland Road toilets they be replaced with manual flush mechanisms

2026/12. To receive an update on pest management and monitoring measures in Blenheim Gardens and to consider any further actions required.

The Clerk presented a report on site management measures within Blenheim Gardens. Members considered the current arrangements and discussed options to support the effective management of the gardens, including the use of monitoring equipment to help assess activity within identified areas and inform any future management actions. Members noted the need to protect Council property and support the effectiveness of ongoing site management measures.

RESOLVED to continue with the current site management arrangements and to introduce monitoring equipment within Blenheim Gardens to assist with the assessment of activity and inform future management decisions, with the Clerk being delegated authority to determine and install the most appropriate equipment.

2026/13. To consider the revised Priorities & Direction document, including member amendments, and to determine whether to recommend its adoption to Full Council.

The Clerk presented a summary of amendments to the draft Priorities & Direction document. Members noted that the document is intended to provide an overarching strategic framework setting out the Council's long-term vision, priorities and objectives for the town, focusing on what the Council wishes to achieve rather than the operational detail of how those ambitions will be delivered. Members considered the proposed revisions and the recommendation that the document be forwarded to Full Council for adoption.

RESOLVED to recommend the adoption of the Priorities & Direction document to Full Council.

2026/14. To receive and consider a proposed schedule of works for the seafront shelters and to approve its use for obtaining quotations.

The Deputy Clerk presented a proposed Schedule of Works for the Council's seafront shelters. Members noted that the schedule had been prepared to provide a consistent basis for obtaining quotations for future improvement works and to ensure that all quotations received were based on the same scope and standard of works, enabling a fair comparison between proposals. Members further agreed that the specification should make clear that contractors may identify and recommend additional or alternative works where, in their professional opinion, these are necessary or appropriate. Work would commence only following further consideration of quotations by Members.

RESOLVED that the Schedule of Works for the seafront shelters be approved as a basis for obtaining quotations, subject to an amendment requiring contractors to identify any additional or alternative works they consider necessary based on their professional expertise.

2026/15. To receive and update on the earmarked reserves review and to make further considerations.

Following the commencement of the Ear Marked Reserves review in July, the Clerk presented an update on the ongoing review process. The Committee noted that the review would form an important part of the forthcoming budget-setting process and that, with budget preparations due to commence shortly, further consideration of the Council's reserves was required. It was suggested that an informal councillor meeting be arranged in September to discuss this further with a view to presenting a comprehensive review of the Ear Marked Reserves for review by the committee at its October meeting.

RESOLVED to hold an informal meeting of Councillors on Tuesday 15th September at 7.30 p.m., either at the Council Offices or the Community Centre, to consider the Council's Ear Marked Reserves.

2026/16. 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.

The Clerk provided an update on the proposed Blenheim Gardens toilet project. Members noted that additional ecological survey work had been requested as part of the planning application process and was required before the application could be determined. Members considered the quotation received for the additional work and the recommendation to proceed in order to enable the project to continue progressing through the planning process.

RESOLVED to approve the quotation in the sum of £1,254.00 inc. VAT for an additional bat survey in connection with the Blenheim Gardens toilet project, in order to enable the planning application process to continue.

2026/17. To appoint councillor Jeffery onto the staffing subcommittee.

In accordance with the Terms of Reference of the Staffing Sub-Committee, it was necessary for the Finance & General Purposes Committee to formally appoint Cllr Jeffrey to serve as a member of the Sub-Committee.

RESOLVED that Cllr Jeffrey be appointed as a member of the Staffing Sub-Committee.

2026/18. Grant applications

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

It was noted that St Michael's pool group had submitted an application for grant funding of £1,000. The Committee noted that, under the Council's Grant Awarding Policy, the Finance & General Purposes Committee has delegated authority to award grants of up to £500. The application was therefore considered in the context of the maximum award permitted under the policy.

RESOLVED to award a grant of £500 to the St Michael's Pool Group towards a community defibrillator under Section 137 of the Local Government Act 1972 and in accordance with the Council's Grant Awarding Policy.

The meeting closed at 20:43

Councillor Ben Jewell
Chair of the Finance and General Purposes Committee
August 2026

Minehead Town Council

02 September 2026 (2026 - 2027)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
432		03/08/2026		NatWest Current Acc	AUG26DD3	Subscription	Scribe Accounts		292.00	58.40	350.40
433		03/08/2026		NatWest Current Acc	AUG26DD4	Civicy	Starboard Systems Ltd		527.00	105.40	632.40
430		03/08/2026		NatWest Current Acc	AUG26DD1	Rent - Depot 31	PM & PD Bohun		755.00		755.00
431		03/08/2026		NatWest Current Acc	AUG26DD2	Lease of BG21 DSX	Mitsubishi HC Capital UK Pl		343.99	68.80	412.79
436		03/08/2026		NatWest Current Acc	AUG26DD7	Water or/and Sewage	Water2Business Ltd		44.58	8.92	53.50
434		03/08/2026		NatWest Current Acc	AUG26DD5	Water or/and Sewage	Water2Business Ltd		316.59	30.19	346.78
435		03/08/2026		NatWest Current Acc	AUG26DD6	Water or/and Sewage	Water2Business Ltd		167.86	17.04	184.90
438		04/08/2026		NatWest Current Acc	AUG26PY2	Vehicle Maintenance	Beaver Garages		99.96	8.27	108.23
439		04/08/2026		NatWest Current Acc	AUG26PY3	Waste Collection	ESH Commercials Ltd		801.00	160.20	961.20
437		04/08/2026		NatWest Current Acc	AUG26PY1	IT Support	AR Computing		67.00	13.40	80.40
450		04/08/2026		NatWest Current Acc	AUG26PY14	Music Performance	Rewind		250.00		250.00
442		04/08/2026		NatWest Current Acc	AUG26PY6	Music Performance	Weston Brass		250.00		250.00
443		04/08/2026		NatWest Current Acc	AUG26PY7	Music Performance	Watchet Town Band		250.00		250.00
444		04/08/2026		NatWest Current Acc	AUG26PY8	Business Rates	Somerset Council		332.00		332.00
445		04/08/2026		NatWest Current Acc	AUG26PY9	Business Rates	Somerset Council		325.00		325.00
447		04/08/2026		NatWest Current Acc	AUG26PY11	Business Rates	Somerset Council		608.00		608.00
441		04/08/2026		NatWest Current Acc	AUG26PY5	Sundries- maintenance	Tudor Environmental		119.50	23.90	143.40
449		04/08/2026		NatWest Current Acc	AUG26PY13	Business Rates	Somerset Council		453.00		453.00
448		04/08/2026		NatWest Current Acc	AUG26PY12	Business Rates	Somerset Council		420.00		420.00
446		04/08/2026		NatWest Current Acc	AUG26PY10	Business Rates	Somerset Council		293.00		293.00
440		04/08/2026		NatWest Current Acc	AUG26PY4	Business Rates	Somerset Council		330.00		330.00
429		05/08/2026		CashPlus – Pre Paid	AUG26PP1	Coffee	Iceland		7.95		7.95
451		05/08/2026		NatWest Current Acc	AUG26DD8	Website Hosting	Word Gets Around Ltd		35.00		35.00
453		06/08/2026	2026/122 FC July 2026	NatWest Current Acc	AUG26PY16	Training	Society of Local County Cle		400.00		400.00
452		06/08/2026		NatWest Current Acc	AUG26PY15	Sundries- maintenance	Active Signs (Minehead) Lt		48.60	9.72	58.32
454		07/08/2026		CashPlus – Pre Paid	AUG26PP2	Licences	Microsoft		131.26		131.26
455		10/08/2026		CashPlus – Pre Paid	AUG26PP3	Milk	Iceland		1.20		1.20
456		10/08/2026		CashPlus – Pre Paid	AUG26PP4	Fuel	Central		55.30	11.06	66.36
458		10/08/2026		CashPlus – Pre Paid	AUG26PP6	Fuel	Tesco		39.19	7.84	47.03
460		10/08/2026		NatWest Current Acc	AUG26DD9	Electricity	YU Energy		146.43	7.32	153.75
457		10/08/2026		CashPlus – Pre Paid	AUG26PP5	Sundries- maintenance	Parks Lane Home Furnishe		6.25	1.25	7.50
461		10/08/2026		NatWest Current Acc	AUG26DD10	Electricity	YU Energy		28.15	1.41	29.56
462		10/08/2026		NatWest Current Acc	AUG26DD11	Equipment Rental	Initial Washroom Hygiene		129.26	25.85	155.11

Minehead Town Council

02 September 2026 (2026 - 2027)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
463		10/08/2026		NatWest Current Acc	AUG26DD12	Equipment Rental	Initial Washroom Hygiene		206.06	41.20	247.26
464		10/08/2026		NatWest Current Acc	AUG26DD13	Equipment Rental	Initial Washroom Hygiene		493.61	98.74	592.35
465		10/08/2026		NatWest Current Acc	AUG26DD14	Equipment Rental	Initial Washroom Hygiene		1,069.57	213.92	1,283.49
459		11/08/2026		CashPlus – Pre Paid	AUG26PP7	Hosting - accessibility	20i Ltd		6.99	1.40	8.39
467		11/08/2026		NatWest Current Acc	AUG26PY17	Music Performance	Secret Seven		250.00		250.00
468		11/08/2026		NatWest Current Acc	AUG26PY18	Music Performance	Kingsbury Episcopi Band		250.00		250.00
466		11/08/2026		NatWest Current Acc	AUG26DD15	Electricity	Scottish Power		222.86	11.14	234.00
469		12/08/2026		NatWest Current Acc	AUG26DD16	H & S	BrightHR		24.00	4.80	28.80
473		12/08/2026		CashPlus – Pre Paid	AUG26PP8	Fuel	Tesco		68.52	13.70	82.22
474		14/08/2026		CashPlus – Pre Paid	AUG26PP9	Free Press	TG Jones High Street Ltd		2.20		2.20
475		14/08/2026		CashPlus – Pre Paid	AUG26PP10	Mobile Phone	GiffGaff Ltd		8.33	1.67	10.00
490		17/08/2026		NatWest Current Acc	AUG26DD17	EAP	BrightHR		24.40	4.88	29.28
491		17/08/2026		NatWest Current Acc	AUG26DD18	Broadband/Telephones	BT		110.94	22.19	133.13
470		18/08/2026		NatWest Current Acc	AUG26PY19	Net Wages	MTC Employees		27,491.67		27,491.67
471		18/08/2026		NatWest Current Acc	AUG26PY21	Tax & National Insurance (ee 8	Local Government Pension		8,558.48		8,558.48
472		18/08/2026		NatWest Current Acc	AUG26PY20	Tax & National Insurance (ee 8	HMRC		9,594.36		9,594.36
487		18/08/2026		CashPlus – Pre Paid	AUG26PP12	Milk	Iceland		1.20		1.20
497		18/08/2026		NatWest Current Acc	AUG26DD25	Land Registration	HM Land Registry		45.00		45.00
479		18/08/2026		NatWest Current Acc	AUG26PY24	Sundries- maintenance	CRS Building Supplies Ltd		72.61	14.52	87.13
484		18/08/2026		NatWest Current Acc	AUG26PY29	Sundries- maintenance	Minehead Sawmills		29.67	5.93	35.60
481		18/08/2026		NatWest Current Acc	AUG26PY26	Waste Collection	ESH Commercials Ltd		1,135.50	227.10	1,362.60
480		18/08/2026		NatWest Current Acc	AUG26PY25	Sundries- maintenance	Eagle Plant		46.82	9.36	56.18
485		18/08/2026		NatWest Current Acc	AUG26PY31	Sundries- maintenance	Toolstation Ltd		47.22	9.44	56.66
486		18/08/2026		NatWest Current Acc	AUG26PY32	Machinery Purchase	Tufferman Ltd		516.64	103.33	619.97
482		18/08/2026		NatWest Current Acc	AUG26PY27	Music Performance	Evolution		250.00		250.00
477		18/08/2026		NatWest Current Acc	AUG26PY22	Window/shelter Cleaning	Westrip Cleaning Services		173.00		173.00
488		18/08/2026		CashPlus – Pre Paid	AUG26PP13	Sundries- maintenance	Ironmongery Direct		80.70	16.14	96.84
489		18/08/2026		CashPlus – Pre Paid	AUG26PP14	Sundries- maintenance	Ironmongery Direct		75.00	15.00	90.00
498		18/08/2026		NatWest Current Acc	AUG26DD24	Electricity	British Gas		143.98	7.19	151.17
496		18/08/2026		NatWest Current Acc	AUG26DD23	Electricity	EDF Energy		350.50	17.53	368.03
492		18/08/2026		NatWest Current Acc	AUG26DD19	Electricity	EDF Energy		27.04	1.35	28.39
493		18/08/2026		NatWest Current Acc	AUG26DD20	Electricity	EDF Energy		21.08	1.05	22.13
494		18/08/2026		NatWest Current Acc	AUG26DD21	Electricity	EDF Energy		23.84	1.19	25.03
495		18/08/2026		NatWest Current Acc	AUG26DD22	Electricity	EDF Energy		74.29	3.71	78.00

Minehead Town Council

02 September 2026 (2026 - 2027)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
478		18/08/2026		NatWest Current Acc	AUG26PY23	Property Maintenance	CJG Fire Protection Ltd		216.00	43.20	259.20
483		18/08/2026		NatWest Current Acc	AUG26PY28	Sundries-Cleaning	Initial Washroom Hygiene		291.42	58.28	349.70
499		19/08/2026		NatWest Current Acc	AUG26DD26	Lease of HW69 OJE	Lex Autolease Ltd		271.69	54.34	326.03
500		19/08/2026		NatWest Current Acc	AUG26DD27	Gas	Valda Energy		141.41	7.07	148.48
262		20/08/2026		NatWest Current Acc	AUG26DD28	IT Support	AR Computing		212.50	42.50	255.00
522		22/08/2026		CashPlus – Pre Paid	AUG26PP15	Free Press	TG Jones High Street Ltd		2.20		2.20
476		24/08/2026		CashPlus – Pre Paid	AUG26PP11	Mobile Phone	GiffGaff Ltd		6.67	1.33	8.00
506		24/08/2026		NatWest Current Acc	AUG26DD34	BusinessSafe	Peninsula Business Ltd		167.56	31.65	199.21
504		24/08/2026		NatWest Current Acc	AUG26DD32	Electricity	EDF Energy Cust plc		58.16	2.91	61.07
503		24/08/2026		NatWest Current Acc	AUG26DD31	Electricity	EDF Energy Cust plc		53.98	2.70	56.68
501		24/08/2026		NatWest Current Acc	AUG26DD29	Electricity	EDF Energy Cust plc		44.52	2.23	46.75
505		24/08/2026		NatWest Current Acc	AUG26DD33	Electricity	EDF Energy Cust plc		19.52	0.98	20.50
502		24/08/2026		NatWest Current Acc	Aug26DD30	Electricity	EDF Energy Cust plc		59.85	2.99	62.84
523		26/08/2026		CashPlus – Pre Paid	AUG26PP16	Milk	Iceland		1.20		1.20
508		26/08/2026		NatWest Current Acc	AUG26PY33	Sundries- maintenance	Screwfix Direct Ltd		80.75	16.16	96.91
519		27/08/2026		NatWest Current Acc	AUG26PY44	Training	Somerset Association of Lo		50.00		50.00
510		27/08/2026		NatWest Current Acc	AUG26PY35	Stationery	Viking Office UK Ltd		102.07	20.43	122.50
507		27/08/2026		NatWest Current Acc	AUG26DD35	Electricity	British Gas		27.11	1.36	28.47
515		27/08/2026		NatWest Current Acc	AUG26PY40	Vehicle Maintenance	Neil Arnold Tyres Ltd		25.00	5.00	30.00
516		27/08/2026		NatWest Current Acc	AUG26PY41	Waste Collection	ESH Commercials Ltd		345.00	69.00	414.00
509		27/08/2026		NatWest Current Acc	AUG26PY34	Music Performance	J A Kidd (Rough Justice)		250.00		250.00
512		27/08/2026		NatWest Current Acc	AUG26PY37	Music Performance	Samphire		250.00		250.00
518		27/08/2026		NatWest Current Acc	AUG26PY43	Music Performance	Taunton Concert Band		250.00		250.00
513		27/08/2026		NatWest Current Acc	AUG26PY38	Sundries- maintenance	Active Signs (Minehead) Lt		177.42	35.48	212.90
517		27/08/2026		NatWest Current Acc	AUG26PY42	Land Maintenance	A Binding		450.00		450.00
511		27/08/2026		NatWest Current Acc	AUG26PY36	Sundries- maintenance	CRS Building Supplies Ltd		256.45	51.29	307.74
514		27/08/2026		NatWest Current Acc	AUG26PY39	Sundries- maintenance	City Plumbing Supplies Hol		41.63	8.33	49.96
521		28/08/2026		NatWest Current Acc	AUG26DD37	Broadband/Telephones	South West Communicatio		424.39	84.88	509.27
520		28/08/2026		NatWest Current Acc	AUG26DD36	Bank Admin Fee	NatWest Group PLC		35.00		35.00
524		28/08/2026		CashPlus – Pre Paid	AUG26PP17	Fuel	Tesco		71.00	14.20	85.20
525		29/08/2026		CashPlus – Pre Paid	AUG26PP18	Free Press	TG Jones High Street Ltd		2.20		2.20
526		31/08/2026		CashPlus – Pre Paid	Aug26PP19	Subscription	Canva Pty Ltd		180.00		180.00
Total									64,134.85	1,961.76	66,096.61

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/08/2026 and 31/08/2026)

Allotments

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1030	Income Allotments	5,625.00	10.00	-5,615.00				-5,615.00 (-99%)
1258	Allotment Deposit/Creditors		50.00	50.00				50.00 (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	60.00	-5,565.00	5,500.00		5,500.00	-65.00 (-0%)

Cemetery & Churchyard

Code	Title	Receipts			Payments			Net Position
		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	820.00	-3,180.00				-3,180.00 (-79%)
1023	Memorials	5,000.00	628.00	-4,372.00				-4,372.00 (-87%)
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	345.00	555.00	555.00 (61%)
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	58.16	641.84	641.84 (91%)
SUB TOTAL		22,400.00	2,581.00	-19,819.00	51,891.00	3,973.34	47,917.66	28,098.66 (37%)

Civic & Democratic

Code	Title	Receipts			Payments			Net Position
		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	50.00	8,650.00	8,650.00 (99%)
4014	Accessibility (Meetings)				500.00		500.00	500.00 (100%)
4059	Elections (EMR Linked)							(N/A)
4364	Hospitality Council				1,650.00	1.20	1,648.80	1,648.80 (99%)
SUB TOTAL					11,850.00	51.20	11,798.80	11,798.80 (99%)

Community Centre

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1003	S106 Solar & Air Conditioning Pr							(N/A)
1032	Income Minehead Football Club	9,250.00	770.83	-8,479.17				-8,479.17 (-91%)
1036	Income Other							(N/A)
1037	Income Hall Hire	18,000.00	1,072.00	-16,928.00				-16,928.00 (-94%)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/08/2026 and 31/08/2026)

1072	Income Tennis Courts	500.00	175.32	-324.68				-324.68 (-64%)
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	196.50	1,303.50	1,303.50 (86%)
4405	Cleaning and Windows				1,200.00	58.48	1,141.52	1,141.52 (95%)
4416	General Maintenance				3,000.00	6.25	2,993.75	2,993.75 (99%)
4419	Gas				6,200.00	141.41	6,058.59	6,058.59 (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	143.98	7,656.02	7,656.02 (98%)
4445	Equipment Rental				900.00		900.00	900.00 (100%)
4447	Equipment				500.00	283.00	217.00	217.00 (43%)
4496	S106 Solar & Air Con project							(N/A)
SUB TOTAL		27,750.00	2,018.15	-25,731.85	60,961.00	3,365.77	57,595.23	31,863.38 (35%)

Community Services & Suppo

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- 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 (EMR Linked)							(N/A)
4360	Youth Club				6,000.00		6,000.00	6,000.00 (100%)
4362	Christmas				25,000.00		25,000.00	25,000.00 (100%)
4363	Town Entertainments				10,750.00	2,250.00	8,500.00	8,500.00 (79%)
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	2,250.00	65,000.00	65,000.00 (96%)

Depot Team

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
4001	Wages, NI and Pension				380,000.00	25,072.79	354,927.21	354,927.21 (93%)
4011	Staff Training/Conferences				5,000.00		5,000.00	5,000.00 (100%)
4024	Phone and Broadband				1,440.00	48.34	1,391.66	1,391.66 (96%)
4407	Uniforms all clothing				2,000.00		2,000.00	2,000.00 (100%)
4418	Safety Equipment / Signs				2,000.00		2,000.00	2,000.00 (100%)
SUB TOTAL					390,440.00	25,121.13	365,318.87	365,318.87 (93%)

Depots & Compound

Code	Title	Receipts			Payments			Net Position
		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%)
4334	Refuse and Recycling				15,000.00	1,740.00	13,260.00	13,260.00 (88%)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/08/2026 and 31/08/2026)

4415	General Maintenance	2,500.00	70.77	2,429.23	2,429.23 (97%)
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	276.84	3,923.16	3,923.16 (93%)
SUB TOTAL		40,346.00	3,555.61	36,790.39	36,790.39 (91%)

Governance & Administration

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
1033	Income Other							(N/A)
1050	VAT Refund							(N/A)
1176	Precept Received							(N/A)
1190	Interest received	18,000.00	1,577.97	-16,422.03				-16,422.03 (-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	24.40	605.60	605.60 (96%)
4008	Staff Training/Conferences				1,000.00	400.00	600.00	600.00 (60%)
4018	Hospitality				200.00	10.35	189.65	189.65 (94%)
4021	Stationery				750.00	76.69	673.31	673.31 (89%)
4022	Phone and Broadband				4,100.00	391.05	3,708.95	3,708.95 (90%)
4023	Subscriptions				19,173.00	999.00	18,174.00	18,174.00 (94%)
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	131.26	1,868.74	1,868.74 (93%)
4042	Business Safe Subscription				2,235.00	191.56	2,043.44	2,043.44 (91%)
4050	Legal and Professional Fees				6,000.00	45.00	5,955.00	5,955.00 (99%)
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	1,577.97	-16,422.03	277,858.00	14,945.70	262,912.30	246,490.27 (83%)

Open Spaces & Recreation

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
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 benches							(N/A)
1038	Income Other	40,000.00		-40,000.00				-40,000.00 (-100%)
1051	Alcombe Common Grant	15,963.00		-15,963.00				-15,963.00 (-100%)
1082	Property Rental in	30,000.00	1,000.00	-29,000.00				-29,000.00 (-96%)
4100	Playgrounds Maintenance				5,000.00	102.28	4,897.72	4,897.72 (97%)
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		14,000.00	14,000.00 (100%)
4382	Town Security				7,000.00		7,000.00	7,000.00 (100%)
4402	Blenheim Gardens				18,000.00	177.42	17,822.58	17,822.58 (99%)
4404	Seafront/Culvercliffe				10,000.00	225.00	9,775.00	9,775.00 (97%)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/08/2026 and 31/08/2026)

4408	The Parks	10,000.00			10,000.00	10,000.00 (100%)
4409	Car Parks	10,000.00	657.00		9,343.00	9,343.00 (93%)
4417	General Maintenance	5,500.00	690.95		4,809.05	4,809.05 (87%)
4435	Water	1,000.00			1,000.00	1,000.00 (100%)
4437	Tree Replacement Fund (Ave) (E					(N/A)
4442	Electricity	4,000.00	414.54		3,585.46	3,585.46 (89%)
4449	Bench Purchases					(N/A)
SUB TOTAL		87,963.00	1,000.00	-86,963.00	110,463.00	2,267.19 108,195.81 21,232.81 (10%)

Public Toilets

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
1040	Income Other							(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 (EMR Linke							(N/A)
4420	General Maintenance				9,000.00	207.31	8,792.69	8,792.69 (97%)
4436	Public Toilet Improvements (EM				75,000.00		75,000.00	75,000.00 (100%)
4438	Water				12,000.00	484.45	11,515.55	11,515.55 (95%)
4443	Electricity				5,500.00	234.25	5,265.75	5,265.75 (95%)
4446	Equipment Rental				9,750.00	1,898.50	7,851.50	7,851.50 (80%)
4448	Equipment				2,500.00		2,500.00	2,500.00 (100%)
4450	Cleaning Materials				3,200.00	291.42	2,908.58	2,908.58 (90%)
SUB TOTAL					157,450.00	6,088.36	151,361.64	151,361.64 (96%)

Town Centre Maintenance

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
4105	Wellington Square/Monuments (I				5,000.00	71.69	4,928.31	4,928.31 (98%)
4361	Floral Displays				11,000.00		11,000.00	11,000.00 (100%)
4369	Britain In Bloom/Green Flag				500.00		500.00	500.00 (100%)
SUB TOTAL					16,500.00	71.69	16,428.31	16,428.31 (99%)

Town Council Offices

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
4325	Office Refit (EMR Linked)							(N/A)
4400	Cleaning and Windows				400.00	56.50	343.50	343.50 (85%)
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	146.43	2,553.57	2,553.57 (94%)
4425	Equipment Rental				262.00		262.00	262.00 (100%)
SUB TOTAL					11,990.00	810.93	11,179.07	11,179.07 (93%)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/08/2026 and 31/08/2026)

Vehicles, Plant & Equipment

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1004	Income - Other							(N/A)
1041	Insurance Claim pay out							(N/A)
4327	Equipment Maintenance				4,500.00	46.82	4,453.18	4,453.18 (98%)
4328	Equipment				7,500.00	47.22	7,452.78	7,452.78 (99%)
4329	Vehicle Maintenance				3,800.00	173.56	3,626.44	3,626.44 (95%)
4330	Fuel				7,000.00	234.01	6,765.99	6,765.99 (96%)
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%)
4337	Insurance claim purchases					516.64	-516.64	-516.64 (N/A)
4432	Vehicle Replacement (EMR Link				10,000.00		10,000.00	10,000.00 (100%)
SUB TOTAL					44,050.00	1,633.93	42,416.07	42,416.07 (96%)

Summary

NET TOTAL	161,738.00	7,237.12	-154,500.88	1,246,549.00	64,134.85	1,182,414.15	1,027,913.27
V.A.T.					1,961.76		
GROSS TOTAL		7,237.12			66,096.61		

Minehead Town Council

02 September 2026 (2026 - 2027)

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
145		03/08/2026		NatWest Current Acc	AUG26COM1	Tennis Court Hire			3.63		3.63
147		03/08/2026		NatWest Current Acc	AUG26FU3	Funeral Payment			220.00		220.00
146		03/08/2026		NatWest Current Acc	AUG26COM2	Community Centre Classes			80.00		80.00
148		04/08/2026		NatWest Current Acc	AUG26FU4	Inscription			38.00		38.00
149		04/08/2026		NatWest Current Acc	AUG26COM5	Community Centre Classes			198.00		198.00
177		04/08/2026		CCLA Investments	Dividend August 21	Dividend			990.23		990.23
174		04/08/2026		NatWest Current Acc	AUG26COM30	Community Centre Classes			60.00		60.00
173		04/08/2026		NatWest Current Acc	AUG26COM29	Community Centre Classes			80.00		80.00
175		04/08/2026		NatWest Current Acc	AUG26COM31	Community Centre Classes			144.00		144.00
150		04/08/2026		NatWest Current Acc	AUG26COM6	Tennis Court Hire			25.93		25.93
152		06/08/2026		NatWest Current Acc	AUG26COM8	Community Centre Classes			30.00		30.00
153		06/08/2026		NatWest Current Acc	AUG26COM9	Tennis Court Hire			14.52		14.52
154		10/08/2026		NatWest Current Acc	AUG26COM10	Tennis Court Hire			3.59		3.59
155		11/08/2026		NatWest Current Acc	AUG26COM11	Tennis Court Hire			3.63		3.63
159		12/08/2026		NatWest Current Acc	AUG26AFC13	Rental of Community Centre &			770.83		770.83
156		12/08/2026		NatWest Current Acc	AUG26COM12	Tennis Court Hire			3.63		3.63
158		13/08/2026		NatWest Current Acc	AUG26ALT15	Allotment			60.00		60.00
157		13/08/2026		NatWest Current Acc	AUG26COM14	Tennis Court Hire			18.61		18.61
160		17/08/2026		NatWest Current Acc	AUG26FU16	Funeral Payment			999.00		999.00
162		17/08/2026		NatWest Current Acc	AUG26FU18	Funeral Payment			334.00		334.00
163		17/08/2026		NatWest Current Acc	AUG26FU19	Funeral Payment			400.00		400.00
161		17/08/2026		NatWest Current Acc	AUG26COM17	Tennis Court Hire			3.63		3.63
164		18/08/2026		NatWest Current Acc	AUG26COM20	Tennis Court Hire			3.63		3.63
151		19/08/2026		NatWest Current Acc	AUG26COM7	Tennis Court Hire			80.00		80.00
167		21/08/2026		NatWest Current Acc	AUG26FU23	Memorials			340.00		340.00
166		21/08/2026		NatWest Current Acc	AUG26FU22	Memorials			125.00		125.00
165		21/08/2026		NatWest Current Acc	AUG26FU22	Memorials			125.00		125.00
168		24/08/2026		NatWest Current Acc	AUG26OTH24	Rental of Property - Warren Ro			1,000.00		1,000.00
169		26/08/2026		NatWest Current Acc	AUG26COM25	Tennis Court Hire			3.63		3.63
170		27/08/2026		NatWest Current Acc	AUG26COM26	Tennis Court Hire			10.89		10.89
171		28/08/2026		NatWest Current Acc	AUG26COM27	Community Centre Classes			135.00		135.00
172		28/08/2026		NatWest Current Acc	AUG26COM28	Community Centre Classes			345.00		345.00
176		28/08/2026		NatWest Liquidity Me	Interest Aug 2026	Interest			587.74		587.74

Minehead Town Council
RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
								Total	7,237.12		7,237.12

Minehead Town Council

Prepared by:

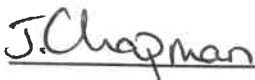


Name and Role (Clerk/RFO etc)

Date:

26/2026

Approved by:



Name and Role (RFO/Chair of Finance etc)

Date:

26/2026

Bank Reconciliation at 31/08/2026			
	Cash in Hand 01/04/2026		1,236,567.11
	ADD		
	Receipts 01/04/2026 - 31/08/2026		667,314.31
			1,903,881.42
	SUBTRACT		
	Payments 01/04/2026 - 31/08/2026		474,556.05
A	Cash in Hand 31/08/2026 (per Cash Book)		1,429,325.37
	Cash in hand per Bank Statements		
	Petty Cash 31/08/2026	0.00	
	NatWest Current Account 31/08/2026	436,918.94	
	NatWest Liquidity Manager Account 31/08/2026	387,537.89	
	CCLA Investments 31/08/2026	305,304.62	
	CashPlus – Pre Paid Card 31/08/2026	664.89	
	Hinckley & Rugby EMR Account 31/08/2026	298,899.03	
			1,429,325.37
	Less unrepresented payments		
			1,429,325.37
	Plus unrepresented receipts		
B	Adjusted Bank Balance		1,429,325.37
A = B Checks out OK			

MINEHEAD TOWN COUNCIL
Fees & Charges for financial year 2026-2027

Approved: March 2026; Minute Number 2026/46

	2026-2027
THE COMMUNITY CENTRE/RECREATION GROUND	
Hall rental per hour - Commercial	£20
Hall rental per hour - Standard	£15
Hall rental per hour - Charity	£10
Hall day rate	£110
Tennis Courts	£4

CEMETERY	
Exclusive right of burial	
Stillborn infant/infant less than 1 year old	£0
Child less than 16 years	£0
Adult of 16 years and older	£474
Non resident	double above
Interment	
Stillborn infant/infant less than 1 year old	£0
Child less than 16 years	£0
Adult of 16 years and older single depth	£525
Adult of 16 years and older double depth	£639
Non resident	double above
Exclusive Right to burial in garden of rest	
Stillborn infant/infant less than 1 year old	£0
Child less than 16 years	£0
Adult of 16 years and older	£150
Non resident	double above
Interment of cremated remains in Garden of Rest or earthen grave	
Stillborn infant/infant less than 1 year old	£0
Child less than 16 years	£0
Adult of 16 years and older	£220
Non resident	double above
Memorials	
Headstone	£170
Vase bearing inscription	£170
Tablet	£170
Right to erect wedge tablet	£170
Additional inscriptions	£90
Garden of rest stone 12" in height	£125
Non resident	double above
To lay a cement base for a memorial bench bench not included	£100
Administration Fees	
75 year term extension of Exclusive Rights	£50
Copy of existing Deed	£5
Transfer of Existing Rights	£5

ALLOTMENTS	
Full Plot - large	£60
Full plot - Standard	£45
Half plots (new)	£30
Deposits (large)	£75
Deposits (Standard)	£50

HIRE OF LAND & SPACES	
Land at Marshfield Road for an event - FunFair	£125 per day
Land at Marshfield Road for an event	£POA
Land at Ellicombe Open space for an event	£POA
Hire of Blenheim Gardens bandstand (min 2 hours); music or other event; Includes electricity	£35 per hour
Hire of Blenheim Gardens bandstand (min 2 hours); Other event; No electricity	£10 per hour
Commercial outdoors fitness group in Council owned open space	£10 per hour
Hire of Seafront esplanade for an event	£POA

SPONSORSHIP	
Christmas tree in Wellington Square	£250.00
Commerical stall/pitch at an Minehead Town Council event	£20.00
Sponsorship Floral Display Trough	£75.00
Sponsorship Floral Display cakestand	£275.00
Recharge Services Provided by the Amenities Team	£35.00 per hour plus VAT

Other (Paid by Minehead Town Council)		
Band/Entertainer payment for playing in Blenheim Gardens bandstand		Range from £125- £250



MINEHEAD TOWN COUNCIL 2026 – 2027

MAYOR – Cllr C Palmer
DEPUTY MAYOR – Cllr J Milton

FULL COUNCIL (*6)	
CHAIR – Cllr C Palmer	DEPUTY CHAIR – Cllr J Milton
Cllr T Bartlett	Cllr B Jewell
Cllr C Beynon	Cllr M Kravis
Cllr J Bonar	Cllr M Palmer
Cllr B Hall	Cllr B Hodson
Cllr M Sharjeel	Cllr A Lawton
Cllr M Jeffery	Cllr A Basketfield
Cllr S Maycock	

COMMITTEES

FINANCE AND GENERAL PURPOSES COMMITTEE (*5)	
Cllr B Jewell (CHAIR)	Cllr T Bartlett
Cllr C Beynon	Cllr M Kravis
Cllr J Bonar	Cllr A Lawton
Cllr B Hall	Cllr C Palmer
Cllr M Sharjeel	Cllr M Palmer
Cllr B Hodson	Cllr J Milton
Cllr M Jeffery	Cllr A Basketfield
Cllr S Maycock	

PLANNING & LICENSING COMMITTEE (*3)	
Cllr M Palmer (CHAIR)	Cllr T Bartlett
Cllr B Hodson	Cllr A Lawton
Cllr C Palmer	Cllr B Jewell

SUB COMMITTEES

STAFFING SUB COMMITTEE (*3)	
Cllr A Lawton (CHAIR)	Cllr M Palmer
Cllr B Hall	Cllr B Hodson
Cllr B Jewell	Cllr C Palmer
Cllr M Jeffery	

*Number of councillors required to be present to achieve a quorum

ADVISORY GROUPS:

AMENITIES ADVISORY GROUP Allotments, Cemetery, Public Toilets, Open Spaces, Depots (Min 3 Councillors)	
Cllr M Palmer	Cllr A Lawton
Cllr C Palmer	Cllr B Jewell
Cllr B Hall	Cllr B Hodson

RISK, POLICY, & PROCEDURS ADVISORY GROUP Council Policies & Procedures. Risk Management (Minimum 3 Councillors)	
Cllr B Hodson	Cllr C Palmer
Cllr M Palmer	Cllr B Jewell

COMMUNITY FUNDING ADVISORY GROUP To identify Town Council & community eligible for external funding (Minimum 3 Councillors)	
Cllr B Jewell	Cllr C Palmer
Cllr M Palmer	Cllr A Lawton
Cllr M Sharjeel	Cllr C Beynon

TASK AND FINISH GROUPS

MINEHEAD COMMUNITY LAND USE TASK AND FINISH GROUP To develop a clear and practical Statement of Requirements to guide community led projects that seek to use land owned or managed by Minehead Town Council (Minimum 3 Councillors)	
Cllr B Jewell	Cllr B Hall
Cllr M Palmer	Cllr C Beynon
Cllr B Hodson	Cllr C Palmer

REPRESENTATIVES ON OUTSIDE BODIES

MINEHEAD PEOPLE & PLACE PARTNERSHIP	Cllr C Palmer
MINEHEAD TWINNING GROUP	Cllr Jewell
MINEHEAD YOUTH CLUB	Cllr C Beynon
SOMERSET BUS PARTNERSHIP	Cllr M Kravis
PLASTIC-FREE COMMUNITY GROUP	Cllr A Lawton Cllr M Palmer Cllr B Hall
QUIRKE'S ALMSHOUSES TRUSTEES (4 year appointment)	Cllr B Hodson Cllr C Palmer Cllr J Milton
WEST SOMERSET FLOOD GROUP	Cllr C Palmer
MINEHEAD POOL PROJECT	Cllr B Hodson