



# MINEHEAD TOWN COUNCIL

## MINUTES OF THE AMENITIES AND ENVIRONMENT COMMITTEE MEETING

held on Tuesday 10 March 2020

at the Council Offices, 3 Summerland Road, Minehead at 7.30 pm

*The Meeting was digitally recorded*

**Present:** Chair: Cllr A Kingston-James  
Councillors: Cllr P Bolton\* (Deputy Mayor), Cllr T Bloomfield, Cllr O Harvey,  
Cllr C Palmer\*, Cllr M Palmer, Cllr S Slade (Mayor)  
*(\* denotes Somerset West and Taunton District "SWaT" Councillor)*

**Absent:** Cllr S Heard, Cllr J Walder

**Councillors in Attendance:** Cllr H Rose

**Officers in Attendance:** Mr B Howe – Acting Town Clerk

**Members of the Public and Press:** 1 member of the Public  
0 members of the Press

### 500 APOLOGIES FOR ABSENCE **LGA 1972 s 85 (1)**

Apologies were received from Cllr B Mandley and approved by Councillors.

### 501 TO RECEIVE COUNCILLORS' DECLARATIONS OF INTEREST AND ANY DISPENSATIONS **In accordance with the provisions of the Localism Act 2011 in respect of members**

To receive and record any Declarations of Interest in respect of any matters included on the Agenda for consideration at this Meeting.

Member	Item	Interest	Time Period	Speak/Vote
Cllr Bolton	All	SWaT Councillor	2020	Stayed in the room, spoke and voted
	503	Personal	2020	Did not vote
Cllr C Palmer	All	SWaT Councillor	2020	Stayed in the room, spoke and voted

### DISPENSATIONS

None.

502 TO ADJOURN THE MEETING FOR PUBLIC INCLUSION **Standing Order No 3e**

Mr Peter Wellstood of the Minehead Swimming Pool Group had requested an opportunity to address the Meeting.

503 TO DISCUSS THE PROPOSED SWIMMING POOL

*The Committee agreed to bring forward this item of business.*

Cllr Kingston-James requested questions for Mr Wellstood.

Points raised were:

- The reply to Cllr Slade's letter from Alex Lawrie, Development Worker for Somerset Services who are collaborating with Minehead Swimming Pool Group (MSPG), specifically suggested that Minehead Town Council ("MTC") resolves to support, in general terms, the need for a swimming pool in Minehead but the succeeding paragraph suggested this be followed by "steps towards a draft lease or transfer".
- Discussion seemed to be in favour of an 'in principle' general resolution, but no definite commitment to any actions by MTC at this stage.
- There was some discussion about parking issues and other uses for the land in question at Irnham Road.
- Mr Wellstood spoke of land adjacent to Seaward Way, thought to be owned by Somerset County Council, which might be suitable for a swimming pool and would have parking capability.

***In conclusion, it was Proposed by Cllr Kingston-James and Seconded by Cllr Bloomfield that the consideration of a resolution as suggested in Mr Lawrie's letter – to give 'in principle' general support to the need for a swimming pool in Minehead - be recommended to Full Council for approval. This was agreed with 6 votes in favour and one abstention.***

504 TO RECEIVE THE CHAIRMAN'S MONTHLY VERBAL REPORT

504.1 To begin, Cllr Bloomfield updated the Committee on the Playground Review.

Cllr Bloomfield had visited all grounds where access had been possible and was preparing her report in liaison with the Amenities Manager and Staff and the Acting Responsible Finance Officer ("RFO") regarding the Assets Report/Inventory currently being undertaken by the RFO. She plans to set-up "Survey Monkeys" for each recreation area, to be printed in The West Somerset Free Press, and put online. This will ascertain usage and the age range of those using the areas and in turn the most suitable equipment to acquire.

504.2 Cllr Kingston-James continued with his Report.

- 504.2.1 Firstly, he had met with Cllrs M Palmer, Lawton and Venner as a Working Group and had registered MTC with the “Keep Britain Tidy” campaign. The group would be looking to work in partnership with the Business Improvement District (“BID”) and “Surfers against Sewage” on a combined clean-up event on Sunday 5 April. MTC will be responsible for cleaning the area between McDonalds and the Railway Station – BID and the EAT Festival team will tackle The Avenue area and Surfers against Sewage the beach area. The plan is to speak with Cllr Heard, who had already carried out some work in this area, with the aim to combine efforts and to formulate a pre-publicity campaign to encourage the inclusion of the public. The intention is to contact SWaT regarding help with any sand removal if needed and Idverde Waste Management had offered hi-vis jackets for use on the day.
- 504.2.2 Cllr Kingston-James has recently met with the “Plastic-Free Minehead” people and offered to sit on the Steering Group in addition to Cllr S Heard, as they had requested a second additional member of MTC if possible.
- 504.2.3 The Acting Clerk reported on the situation at the bottom of Marshfield Road where there had been problems with parking by building workers nearby.

Following correspondence and meetings, it was suggested that MTC enters into an agreement with the builders, Tregenna, to lease them use of a section of the MTC compound for the parking of up eight vehicles on working days. This would entail Tregenna having a key to the compound and a coned-off parking area within it – for which they have offered MTC £10 per day for the period until the end of August 2020. There should also be a £500 returnable deposit. If during the period of use any of the conditions were found to be broken, for example overnight parking, the agreement would automatically cease and the deposit would be forfeited.

The Acting Clerk agreed to write this up as a proposed agreement, circulate it to all members of the Committee and, if agreed by them, it would be taken as a recommendation to Full Council.

***It was Proposed by Cllr Kingston-James and Seconded by Cllr Bolton that the Acting Clerk prepare a report as above and, if it is agreed in writing by the Committee, to take a recommendation to Full Council to enter into agreement with Tregenna for the use of the compound for the period from 1 April to 31 August 2020. This was agreed by all present.***

## 505 TO DISCUSS THE BONFIRES POLICY

The Acting Clerk confirmed that MTC currently does not have a Bonfires Policy, but, in line with its Green Town priority, it would wish to discourage burning of waste on its land. As this would include allotment sites it was suggested that the Allotment Advisory Group prepare a policy on this.

***It was Proposed by Cllr Kingston-James, Seconded by Cllr M Palmer and agreed that the Allotment Advisory Group prepares a policy.***

506 TO DISCUSS THE SUMMERLAND ROOM CLOCK

The Acting Clerk presented a quotation from a specialist company to supply equipment to restore the clock on the exterior wall of the room – at an approximate total of £750. It was felt that this was expensive and although it would be desirable was probably not necessary at this time. It could also be part of any future refitting exercise for the whole toilet/room block.

***It was Proposed by Cllr M Palmer and Seconded by Cllr C Palmer that this matter should be considered as part of the Toilets Advisory Group's remit, and this was agreed by all present.***

507 TO DISCUSS THE EMERGENCY TREE MAINTENANCE WORK AT MINEHEAD CEMETERY

The Acting Clerk reported that following a poplar tree being blown down during a recent storm, it was necessary to have a further eight trees removed and lop the remaining trees to half their height. He had obtained three quotations, the most reasonable from A P Farmer (at almost half the cost of the other quotations). The Committee agreed that this quotation should be accepted.

***It was Proposed by Cllr Kingston-James and Seconded by Cllr T Bloomfield that recommendation be made to Full Council to accept the AP Farmer quotation. This was agreed by all present.***

508 TO RECEIVE THE RISK MANAGEMENT REPORT

Cllr Harvey referred to page 4, items 3 – 17 of the Report and suggested including electrical condition reports for both the depot and offices, and the frequency of their undertaking.

The Acting Clerk noted that to conform with lone working policies all employees would be based at the depot.

Cllr Kingston-James requested more members for the Cemetery Advisory Group, for which Cllr M Palmer and Cllr Bloomfield volunteered.

***It was Proposed by Cllr Kingston-James and Seconded by Cllr Slade that recommendation be made to Full Council for the approval of Cllr M Palmer and Cllr Bloomfield as additional members of the Cemetery Advisory Group.***

509 TO RECEIVE THE ASSET REGISTER REPORT

Consideration of this Report was deferred until the March Full Council Meeting.

510 TO RECEIVE A VERBAL UPDATE ON THE ELECTRIC VEHICLE

The Acting Clerk presented the background to this possible acquisition and gave details of the vehicle, about which the Amenities Staff are enthusiastic and supportive. Following

discussion of the matter, the Committee felt it would be beneficial to have more information and the possibility of seeing a similar vehicle in action.

***It was Proposed by Cllr C Palmer, Seconded by Cllr Bolton and agreed by all that the Committee recommend to Full Council the purchase of the vehicle - subject to more information being received and having sight of a working vehicle.***

511 TO RECEIVE A VERBAL UPDATE ON THE COMMUNITY ORCHARD

The Acting Clerk informed the Committee that provision of a Community Orchard was one of MTC's priorities for 2020 and that a possible site had been identified at the rear of Staunton Road in Alcombe. It had been suggested that MTC could apply for a grant towards trees, but the Acting Clerk advised that this decision would need to be made after discussion as to the purpose of an orchard and the trees required.

The Committee agreed that it was necessary to set-up an Advisory Group to include, if possible, interested members of the community. Cllr M Palmer expressed interest in becoming a member and it was suggested that Cllr Lawton might also be interested.

***It was Proposed by Cllr Bloomfield, Seconded by Cllr M Palmer and agreed by all that recommendation be made to Full Council that a Community Orchard Advisory Group be set up.***

512 TO RESOLVE TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

There were no members of the public or press present at that time.

513 CONFIDENTIAL ITEM

The Meeting closed at 9.00 pm.