



## MINEHEAD TOWN COUNCIL

### MINUTES OF THE AMENITIES AND ENVIRONMENT COMMITTEE MEETING

held on Tuesday 10 September 2019

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

*This Meeting was digitally recorded*

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

**Absent:** Cllr J Walder

**Officers in Attendance:** Mr B Howe – Deputy Town Clerk  
Mrs M Swallow - Notetaker

**Members of the Public and Press:** No members of the public or press were present

178 APOLOGIES FOR ABSENCE AND TO APPROVE THE REASONS GIVEN [LGA 1972 s 85 \(1\)](#)

Apologies were received and approved from Ms J Bashford (Clerk).

179 DECLARATIONS OF INTEREST [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 P Bolton	All	SWaT Councillor	2019	Stayed in the room, spoke and voted
Cllr C Palmer	All	SWaT Councillor	2019	Stayed in the room, spoke and voted

(a) **Dispensations**

None.

180 TO ADJOURN THE MEETING FOR PUBLIC INCLUSION IN ACCORDANCE WITH STANDING ORDER NO 1C

No prior requests to speak were received and therefore this was not required.

181 TO RECEIVE TERMS OF REFERENCE FOR THE ADVISORY GROUPS TO MINEHEAD TOWN COUNCIL, *MAKING RECOMMENDATIONS TO FULL COUNCIL FOR ACTION WHERE APPROPRIATE*

### **Allotments, Cemetery, Community Building Project, Flooding, Partnerships, Public Toilets**

Cllr Kingston-James presented to the Committee his suggestions for suitable working guidelines to be incorporated within the Terms of Reference for each Advisory Group, which were agreed by the Committee after detailed discussion. Full Council will be asked to approve these.

#### Allotments

- Undertake a further review of all facilities across Minehead Town Council (“MTC”) allotments – review of all sites and ensure that rules and regulations are current and relevant.

#### Cemetery

- Undertake a feasibility study as part of the review for suitable sites for a new MTC Cemetery.
- Ensure regulations are up to date and fees are reviewed as part of annual budget setting.

#### Community Building

- Act as a focal point for MTC during construction phase.

#### Flooding

- To carry out a review of the current MTC Flood Plan and update as required.
- Carry out a walk around Minehead.
- Act as Communication Link between West Somerset Flood Group and MTC, providing input as required. Provide input as part of annual budget setting.

#### Partnerships

- Work on proposals for how best to utilise available Section 106 Funding and organise Christmas Lights, including placing of new lights obtained from Wellington Town Council.

Cllr Kingston-James proposed the establishment of a Working Group to consider the organisation of the Christmas Lights and to discuss how best to use the Section 106 funding.

***Working Group: Cllr Kingston-James, Cllr Bloomfield, Cllr Bolton, Cllr C Palmer and Cllr M Palmer.***

### Public Conveniences

- To review data collected in relation to Summerland Road and look at options for replacing these facilities based on current usage.
- Consider options for Warren Road as part of the fees and charges in line with Annual Budget Setting.

182 TO RECOMMEND TO FULL COUNCIL THAT IT APPROVE THE PURCHASE OF A 'CHIPPER' MACHINE FOR USE BY THE AMENITY TEAM IN ACCORDANCE WITH PRIORITY 7 "MAKE MINEHEAD A GREEN TOWN"

The Deputy Clerk explained the necessity of this item and provided Councillors with paperwork to peruse, detailing three quotes being considered. Environmentally it is also a sound idea as the green waste transported by the Team to the depot once processed can be recycled. It would prove cost effective to purchase this item rather than incur continuous hire charges – plus more revenue could be generated by hiring the machine out to additional users.

Cllr Kingston-James stipulated the necessity for a summary report on this priority before further action can be taken.

***It was agreed that subject to receipt of further information this could proceed to Full Council for consideration: but the report will in the first instance need to be presented to this Committee, then subsequently to the Finance & Staffing Committee for recommendation to Full Council – Proposed by Cllr Kingston-James, Seconded by Cllr Mandley and unanimously agreed.*** The Deputy Clerk assured Cllr Kingston-James that this would be forthcoming.

183 TO RECEIVE A PRESENTATION ON BEHALF OF CLLR S HEARD BY EMMA TURNER REGARDING WORKING IN PARTNERSHIP WITH DISTRICT AND COUNTY OVER THE PROVISION AND MANAGEMENT OF LITTER AND DOG WASTE BINS IN MINEHEAD

Emma Turner had tendered her apologies. In her absence the Deputy Clerk explained the situation to Councillors.

Cllr Heard expressed his opinion that insufficient waste is collected by SWaT and Somerset County Council ("SCC") and he feels too much of this waste is destined for landfill only and more recycling options should be explored.

***It was agreed that this matter be taken to Full Council - to propose a letter be sent to SWaT, Somerset County Council and Waste Contractors from the Amenities and Environment Committee on behalf of Minehead Town Council. This letter would propose the necessity for more regular collections of waste, larger bins and that all waste should be recycled – plus development of closer links and liaison between all parties in an attempt to combat the waste problem.***

***In addition, it was also agreed that Full Council should consider the purchase of Recycling Litter Bins: it was suggested that a portion of the Section 106 money could be used for this purpose.***

184 TO RESOLVE TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

No members of the press or public were present.

185 CONFIDENTIAL ITEMS

There was no business to discuss.

The Meeting closed at 8.21 pm.