



MINEHEAD TOWN COUNCIL

MINUTES OF THE FINANCE AND STAFFING COMMITTEE MEETING HELD ON MONDAY 7 MARCH 2022 AT 7.30 PM AT THE COMMUNITY CENTRE, IRNHAM ROAD, MINEHEAD TA24 5DW

The Meeting was streamed live on the MTC Facebook page

The Meeting was digitally recorded

Members are reminded that Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety, Human Rights and Biodiversity

Present: Chair: Cllr C Palmer*
Councillors: Cllr T Bloomfield, Cllr A Lawton (Deputy Chair), Cllr J Malin,
Cllr M Palmer
(denotes Somerset West and Taunton District Councillor "SWaT")*

Officers in Attendance: Mr B Howe – Deputy Clerk
Mrs J Notley - Notetaker

Members of the Public and Press: 1 member of the public
0 members of the press

Councillors Absent: Cllr M Burke, Cllr O Harvey, Cllr R Lillis

Cllr C Palmer welcomed Councillors and Officers to the Meeting and the public watching on Facebook.

1463 TO RECEIVE APOLOGIES FOR ABSENCE [LGA 1972 s85 \(1\)](#)

Apologies had been received from Cllr P Bolton, Cllr A Kingston-James, Cllr H Rose and Cllr T Venner*.

1464 TO RECEIVE COUNCILLORS' DECLARATIONS OF INTEREST AND ANY DISPENSATIONS
[In accordance with the provisions of the Localism Act 2011 in respect of members](#)

Member	Item	Interest	Time Period	Speak/Vote
Cllr T Bloomfield	1467.1 1469	Personal Pecuniary	07 03 2022	Stayed in the room. Did not speak or vote
Cllr C Palmer	All	SWaT Councillor	2022	Stayed in the room, spoke and voted

DISPENSATIONS [Localism Act 2011](#)

There were no dispensations requested.

- 1465 TO APPROVE THE MINUTES OF THE FINANCE & STAFFING COMMITTEE MEETING HELD ON MONDAY 7 FEBRUARY 2022 - *MINUTES TO BE AGREED BY COUNCILLORS WHO WERE IN ATTENDANCE*

Proposed: Cllr C Palmer **Seconded: Cllr A Lawton**
Agreed with four in favour and one abstention (Councillor absent).

- 1466 TO ADJOURN THE MEETING FOR PUBLIC INCLUSION [Standing Order No 3e](#)

Ms Monica Hartwell from The Regal Theatre gave a short presentation to Councillors describing the work that Oasis did with young people with a whole range of disabilities through performance and art.

The Chair proposed bringing forward item 1469.1 on the Agenda.

Proposed: Cllr C Palmer **Seconded: Cllr A Lawton**
Agreed with four in favour and 1 abstention.

- 1469 TO CONSIDER SMALL GRANT APPLICATIONS FROM:

1469.1 **The Regal Theatre, Minehead**

Councillors had heard how Oasis, within the Regal Cinema, had made a huge difference to young people with disabilities and their families and was important to Minehead. It had not been able to stage performances during the pandemic and although funded by contributions from several private individuals it now needed further funding to be able to keep going. Oasis wished to stage a performance of "Wind in the Willows" in September and would need at least £350 to make this possible. Ideally, a grant of £500 would enable Oasis to keep going for another year.

Cllr Lawton commented that this was a very good application and praised the amazing job Oasis was doing. Cllr Malin concurred and said he would propose awarding the full grant.

Proposed: Cllr Malin **Seconded: Cllr M Palmer**
Agreed with 4 in favour and 1 abstention to award a Small Grant of £500 to the Regal Theatre/Oasis.

- 1467 FINANCE

1467.1 **To approve urgent payments for March 2022**

Payments 1-8 totalling £44,035.94, including £29,747.93 for staff salaries.

Cllr M Palmer queried payment 6 and the Deputy Clerk said this cancellation fee would be reduced when the VAT was reclaimed.

Proposed: Cllr C Palmer Secoded: Cllr Lawton
Agreed with 4 in favour and 1 abstention.

1467.2 To approve payments under £1,000 for March 2022

Payments 9-18, totalling £2,689.86.

Cllr Lawton asked if item 15, for the disposal of tyres, was because of fly-tipping. The Deputy Clerk replied that the tyres had been used on plots at Harepark Terrace site but that it was impossible to say who had been responsible for leaving them there. Cllr Palmer said he had been meaning to mention that there were some tyres just inside the gate at the Orchard Road site and he hoped the Clerk and Deputy Clerk could put some pressure on whoever was responsible to take them away before Council had to pay to do so.

Proposed: Cllr C Palmer Secoded: Cllr Bloomfield
Agreed with all in favour.

1467.3 To recommend to Full Council payments over £1,000 for March 2022

Payments 19-21, totalling £7,325.00.

Cllr M Palmer queried item 21 relating to fencing and gates at Harepark and Periton allotment sites. The Deputy Clerk said this item represented a payment to a contractor, which included deer fencing at Harepark Terrace, whilst item 18 in the "Payments under 1,000" category related to supplies purchased and used by the Amenities Team to do the remainder of the work.

Proposed: Cllr C Palmer Secoded: Cllr Malin
Agreed with all in favour.

1467.4 To approve payments by Procurement Card for February 2022

Payments 22-26, totalling £362.63.

Cllr M Palmer asked what the pitch markers were for. The Deputy Clerk explained that these were plastic markers which would be used to mark the corners and lines on the small football pitches so Minehead AFC could do their own marking, rather than the Amenities Team having to do it.

Proposed: Cllr C Palmer Secoded: Cllr M Palmer
Agreed with all in favour.

1467.5 To approve Regular Payments for February 2022

Payments 1-24, totalling £7,218.83

Proposed: Cllr C Palmer **Seconded: Cllr Lawton**
Agreed with all in favour.

1467.6 **To receive the Income Report for February 2022**

Councillors had seen the Income report showing income of £7,158.11 and the Chair said the report was noted.

1468 TO RECEIVE THE SECOND INTERIM AUDITOR'S REPORT FOR 2021/2022

The Deputy Clerk said this was an interim report and the final audit would be in May. It showed good results. Cllr Lawton asked about the proposed Seminar to review Standing Orders and Financial Regulations. The Deputy Clerk said Council had agreed to bring in any revisions in May with the new Council. He would arrange the Seminar in the near future.

The Chair said the Auditor's Report was duly noted.

1469 TO CONSIDER SMALL GRANT APPLICATION FROM:

1469.2 **Minehead Community Defib Group**

Councillors discussed the application from the Minehead Community Defib Group and were happy to support the application subject to knowing where the defibrillator would be located. The Chair suggested referring this application to the next Full Council meeting for a decision and asking the Group for details of where this would be situated.

Proposed: Cllr Bloomfield **Seconded: Cllr C Palmer**
Agreed with all in favour to refer to Full Council for approval subject to further information about the location of the defibrillator.

1470 TO CONSIDER THE FUTURE OF FOUR PAINTINGS ON LOAN TO SOMERSET COUNTY MUSEUM

There was some discussion about which of the four paintings were capable of or worth conserving or restoring. Cllr M Palmer thought that the watercolour was unable to be restored, Cllr Lawton felt one painting was rather dubious and need not be restored. There was some doubt about where the pictures could be displayed. The Chair recommended that this be referred to Full Council as there was a budget set aside for the restoration of the paintings.

Proposed: Cllr C Palmer **Seconded: Cllr M Palmer**

Agreed with all in favour that the future of the paintings be referred again to Full Council to decide on each painting individually whether it should be restored, refurbished or conserved.

1471 TO CONSIDER THE PURCHASE OF A VAN FOR THE CLEANSING TEAM

Councillors had seen a report on the proposed purchase of a van for use when toilet cleaning. The Deputy Clerk suggested a refurbished electric vehicle which would also come with a new battery. The Goupil model suggested was similar to the present electric vehicles but a little wider. The Deputy Clerk told the Meeting that the old grey van which broke down had now been sold. During the summer months one of the current electric vehicles would be used almost exclusively for watering. Councillors were pleased that this would fit with their green policy.

The Chair said he would like to recommend to Full Council that the refurbished electric van be purchased.

Proposed: Cllr C Palmer

Seconded: Cllr Bloomfield

Agreed with all in favour to recommend to Full Council that it consider purchasing the refurbished Goupil electric vehicle.

The Deputy Clerk added that this proposal would also go to Amenities and Environment Committee the following evening and if that Committee also agreed the proposal he would be able to put in an order for the vehicle immediately. It would take four to six weeks for the order to be completed.

1472 TO CONSIDER POSSIBLE SUPPORT FOR WAVERLEY VISIT TO MINEHEAD IN PARTNERSHIP WITH BID

The Chair told Councillors that the Councillor requesting this was not present and he suggested leaving the proposal until Full Council later in the month.

Proposed: Cllr C Palmer

Seconded: Cllr Malin

Agreed with all in favour that discussion about possible support for the Waverley visit be referred to Full Council.

The Meeting closed at 8.05 pm.