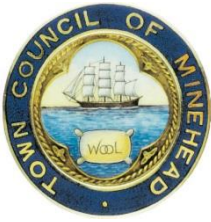


Minehead Town Council



To All Members of Minehead Town Council

You are summoned to a Meeting of the Minehead Town Council

FULL COUNCIL MEETING

Date: **Tuesday 6 September 2016**

Time: 7.30pm

Venue: **The Quaker Meeting House, 9 Bancks Street Minehead**

Enquiries: 01643 707213

Mayor: Cllr J Parbrook

Councillors: Cllrs D Archer, L Culverhouse, G Everett, O Harvey, N Hercock, A Kingston-James, A Lewis, J Malin, G Miele, A Parbrook, L Smith, M Smith, R Thomas, T Venner, S Vine

ALL COUNCIL MEETINGS ARE OPEN TO THE PUBLIC AND PRESS

Yours sincerely

Mrs S Sanders – Town Clerk

01 September 2016

AGENDA

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.

- 1. Apologies for absence** LGA 1972 s 85 (1)

- 2. 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
(i) Dispensations In accordance with the provisions of the Localism Act 2011 in respect of members

- 3. Adjournment of Meeting for Public Inclusion in accordance with Standing Order No.1c**
Subject to standing order 1(c), members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business on the agenda
The period of time which is designated to public participation shall not exceed 15 minutes

- 4. To confirm and sign the Minutes of the Full Council meetings held on 19 July 2016 and 17 August 2016 be signed as a correct record** LGA 1972, Sch12 para41 (1)

- 5. Mayor's Announcements**

- 6. Brought forward from the Amenities & General Purposes Committee meeting held on 8 August 2016 the following recommendation:**

RECOMMENDATION: that the A & GP Committee forward to Full Council for their consideration moving the Town Council administration offices to the former WSC contact centre in Summerland Road. Moving the Town Council's administration offices to Summerland Road is a viable option for the Town Council as

West Somerset Council are leaving the building at the end of the year. An initial visit has taken place with the Clerk and Cllr Kingston-James meeting informally with David Lethaby of Chanin & Thomas, agents for the owner of the premises. A later meeting has been held with officers of WSC who would act for the District Council regarding fixtures and fittings and their requirements when they leave the building.

Full Council are to consider the above and agree to the following recommendation:

- (i) Formal talks regarding the lease and rent being undertaken with the agent for the owner of the building
- (ii) Formal talks with the West Somerset Council Asset Manager regarding fixtures and fittings of the building

7. Movement of Minehead Town Council funds to the CCLA deposit fund

The Town Council needs to deposit the funds from the sale of the Market House. A number of options have been considered but after consultation with other Councils the CCLA is a safe choice for the Town Council to deposit funds. It would be prudent to reduce the funds held by the Santander Bank and make a total deposit of £500,000 with the CCLA

Recommendation: that Full Council agree to the movement of £500,000 to the CCLA deposit fund

8. Letter of support for Minehead Lawn Tennis Club

MLTC are asking for support from the Town Council with regard to their application for HL Section 106 funding of £5,000. The application is for floodlighting for a third court at the tennis club (letter enclosed with the Agenda)

Recommendation: that the Town Council consider the above request and decide accordingly

9. Invoices for Payment over £1,000 (5 mins) - any invoice with an amount over £1,000 shall be presented to Council

Recommendation: If the amount is in order it shall be proposed, seconded and authorised by resolution of the Council

- SASP Social Enterprises Ltd – For work to date on the plans for the new building for Minehead Football Club - **£2,871.42 (inc VAT)**
- West Somerset College – For the supply of hanging baskets for floral displays in the town centre – Summer 2016 - **£1,096.50 (inc VAT)**

10. Direct Debits, BACS and Manual Payments for July and August 2016 (5 mins) – to review the schedule of payments for the month of July and August 2016. Lists to be circulated at the September Full Council Meeting

Recommendation: A schedule of payments shall be prepared by the Town Clerk to be presented to Council. If the schedule is in order it shall be proposed, seconded and authorised by resolution of the Council.

The Press and Public may be excluded due to the confidential nature of the business under Section 1 Sub Section (2) of the Public Bodies (Admission to Meeting) Act 1960 from any items on the Agenda deemed to contain exempt information.

11. Staffing matters