

# Minehead Town Council

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## To All Members of Minehead Town Council

You are summoned to a Meeting of the Minehead Town Council

### **FULL COUNCIL MEETING**

Date: Tuesday 23 October 2018

Time: 7.30 pm

Venue: Quaker Meeting House, Bancks Street, Minehead

Enquiries: 01643 707213

Mayor: Cllr N Hercock

Councillors: Cllr P Bolton, Cllr L Culverhouse, Cllr R Dinnick, Cllr G Everett, Cllr O Harvey, Cllr A Kingston-James\*, Cllr J Malin, Cllr G Miele, Cllr A Parbrook, Cllr J Parbrook\*, Cllr S Slade, Cllr L Smith, Cllr M Smith, Cllr. R Thomas\*, Cllr T Venner\*  
(\* denotes West Somerset District Councillor)

**ALL COUNCIL MEETINGS ARE OPEN TO THE PUBLIC AND PRESS**

If any member of the public wishing to attend the meeting has special requirements (mobility or sensory impairment) please contact the Clerk

Yours sincerely

Bryan Howe – Acting Town Clerk

16 October 2018

# AGENDA

Please note the meeting will be 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*

- 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. Code of Conduct – Mr Bruce Lang to speak on the Code of Conduct and Training**  
(15 minutes)
- 4. Council Reports:**  
Somerset County Council:  
West Somerset Council:
- 5. (a) To approve the Minutes of the Full Council meeting on 27 September 2018 and Mayor to sign as a true and correct record**
  - (b) Minutes of the Planning Committee meeting on 2 October 2018**  
Minutes to be agreed as a true and correct record by those councillors who were in attendance. Minutes to be signed by Chair of the Committee
  - (c) Minutes of the Finance and Staffing Committee meeting on 8 October 2018**
    - (i) Minutes to be agreed as a true and correct record by those councillors who were in attendance. Minutes to be signed by Chair of the Committee
    - (ii) Full Council to consider any recommendations made by the Committee and act accordingly
  - (d) Minutes of the Amenities and Environment Committee meeting on 11 October 2018**
    - (i) Minutes to be agreed as a true and correct record by those councillors who were in attendance. Minutes to be signed by Chair of the Committee

- (ii) Full Council to consider any recommendations made by the Committee and act accordingly [LGA 1972, Sch12 para41 \(1\)](#) 4 sets of Minutes to follow)

6. **Clerk to explain how the new committee structure works, how Minutes are approved and recommendations dealt with**
7. **Confirmation of Committees and Advisory Groups**
8. **Mayor's Announcements**
9. **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 – 3 minutes per person
10. **Fracking – to discuss information previously circulated**
11. **Financial Regulations and Standing Orders**

To agree the use of the NALC standard documents  
**Recommendation:** Minehead Town Council agrees the use of NALC standard Standing Orders and Financial Regulations
12. **Invoices for Payment over £1,000 and Direct Debits, BACS and Manual Payments for October 2018 (5 mins) - any invoice with an amount over £1,000 shall be presented to Full Council**

**Recommendation:** A schedule of payments shall be presented to Council. If the schedule is in order it shall be proposed, seconded and authorised by resolution of the Council (schedule to follow)
13. **Minehead Town Council's Priorities – Clerk to Report**
14. **Minehead Coastal Communities**

Request that Town Council support S106 agreement for Play Equipment  
**Recommendation:** that Council support the Minehead Coastal Communities Team S106 Agreement for Play Equipment
15. **Public Toilets – Clerk to update on ownership and future plans**
16. **Community Building Project – Finance Officer to report**
17. **Christmas Events – Clerk to Report**

**18. To resolve to exclude members of the press and public - To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted [Public Bodies \[Admission to Meetings\] Act 1960](#)**

**19. Staffing issues**