

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: Thursday 27 September 2018

Time: 7.30 pm

Venue: The Old Hospital, The Avenue, Minehead

Enquiries: 01643 707213

Mayor/Chairperson: 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

21 September 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. To approve the Minutes of the Full Council on 21 August 2018, the Extraordinary Meeting of the Full Council on 17 September 2018, the Amenities/Environment Minutes of the 18 September 2018, the Finance/Staffing Minutes of the 20 September 2018 and Planning Minutes of 4 September - the Mayor to sign as a true and correct record** LGA 1972, Sch12 para41 (1)
(5 sets of Minutes to follow)
- 4. To approve the Terms of Reference of Amenities and Environment Committee, Finance and Staffing Committee and Planning Committee as agreed at the Extraordinary Full Council meeting on 17 September 2018**
- 5. Mayor's Announcements**
- 6. Code of Conduct Training**
- 7. Council Reports:**
Somerset County Council: Cllr Mandy Chilcott
West Somerset Council:
- 8. 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

9. **Town Council's Priorities** To start the debate in creating the Council's top ten priorities. (5 minutes)
10. **Invoices for Payment over £1,000 and Direct Debits, BACS and Manual Payments for September 2018** (5 mins) - any invoice with an amount over £1,000 shall be presented to Full Council
Income –to be reported
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)
11. **Public Toilets:**
To discuss the cleaning arrangements after 28 September 2018
12. **Community Building Project: update from the Clerk and recommendations**
13. **Heating and Air Conditioning in Offices**
The clerk to report on water damage and replacement costs
14. **Update on Plastic Environment Issues (Cllr O Harvey)**
(5 minutes)
15. **Reports from Advisory Groups**
16. **Christmas Lights/Festivities**
17. **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](#)
18. **Staffing Issues**
 - (a) Clerk's post
 - (b) Line manager post