



MINEHEAD TOWN COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON TUESDAY 26 JANUARY 2021 AT 7.30 PM Remote Virtual Meeting via Zoom

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

Chair: Cllr P Bolton* (Mayor)

Councillors Present: Cllr T Bloomfield, Cllr A Kingston-James (Deputy Mayor),
Cllr A Lawton, Cllr J Malin, Cllr C Palmer*, Cllr M Palmer, Cllr H Rose,
Cllr T Venner*

Councillors in Attendance: Cllr C Lawrence**
Cllr M Chilcott**
Cllr B Allen*

*(*denotes Somerset West and Taunton "SWaT" Councillor
**denotes Somerset County Councillor "SCC")*

Councillors Absent: Cllr O Harvey, Cllr N Hercock, Cllr D Prosser

Officers in Attendance: Ms S Rawle (Clerk)
Mr B Howe (Deputy Clerk)
Mrs J Notley (Note-taker)

Members of the Press and Public: 2 members of the Public
0 members of the Press

The Mayor welcomed everyone to the Meeting as host on Zoom and told the Meeting that all participants would be kept muted until they wished to speak. He welcomed members of the public watching on Facebook.

957 TO RECEIVE APOLOGIES FOR ABSENCE [LGA 1972 s 85 \(1\)](#)

Apologies had been received from Cllr B Mandley.

958 TO RECEIVE DECLARATIONS OF INTEREST IN RESPECT OF ANY AGENDA ITEMS (Localism Act 2011)

Member	Item	Interest	Time Period	Speak/Vote
CLlr P Bolton	All	SWaT Councillor	2021	Stayed in the room, spoke and voted
CLlr A Kingston-James	968.1 968.2	Pecuniary	26.01.21	Stayed in the room; did not speak or vote
CLlr C Palmer	All	SWaT Councillor SWaT Planning Cttee	2021 2021	Stayed in the room, spoke and voted
CLlr T Venner	All All	SWaT Councillor Director of Minehead BID	2021	Stayed in the room, spoke and voted

DISPENSATIONS (Localism Act 2011)

No-one had requested any dispensations.

959 TO RECEIVE REPORTS FROM:

- **Somerset County Council (“SCC”)**

CLlr Chilcott reported on the following:

- A bollard had been installed in Middle Street, lining and signing had been carried out around Periton Combe to make the road safer for walkers and cyclists and on the progress of work updating the railway crossing on Seaward Way. All the work was being undertaken and coordinated by the railway but funded by SCC.
- Minehead Library was due to have a major refurbishment in 2021 and may have to temporarily operate from another site while this was carried out.
- SCC was working with SWaT to provide up to £4 million for the rock armour to be installed where cliffs were eroding at Blue Anchor, to protect the road.
- Devices and dongles where necessary had been provided across West Somerset to children who needed them for remote learning. After Easter free school meals would be replaced with a new holiday activities and food programme. Families not eligible for free school meals but needing extra help were urged to contact the Coronavirus Helpline on 0300 790 6275.
- She reminded the Meeting that there may be delays in some non-essential work of SCC because 700 of its staff had been redeployed to help with the Covid vaccination programme.
- In reply to a question from CLlr Bloomfield, CLlr Chilcott said all work on the parking review was presently on hold because of staff shortage, but that the Clerk should have received an email update from Steve Deakin.

- In response to a question from Cllr Allen, Cllr Chilcott explained what had happened to the road at Combe Florey and told the Meeting that official diversions had to follow roads of a similar standard, ie A roads. The work was absolutely essential and the A358 would be closed for up to 3 weeks.
- Cllr Chilcott also informed the Meeting that the canopies at Minehead Railway Station had been removed because they had ripped and torn over the last two to three years and costs to repair and reinstate were considerable.
- She also replied to a question from Cllr Rose that the traffic wardens were working normally because they were contracted to certain hours and had to adhere to these. Parking guidelines still had to be followed in spite of the lockdown.

Cllr Christine Lawrence told the Meeting that Covid vaccinations were now being carried out at Bath and West Showground, Taunton Racecourse and Minehead Hospital. She particularly wanted to thank all the volunteers at these venues, who were working outside in dreadful weather. Cllr Lawrence said schools would all be completely closed for the February half term.

- **Somerset West and Taunton Council (“SWaT”)**

Cllr Allen, answering a question from Cllr Rose, said he would try to find out when the dead conifers on the seafront would be replaced. He reported that Minehead Hospital was carrying out 600 Covid vaccinations per day and asked that people did not hassle their GP Surgeries or the Hospital about vaccinations because it clogged up the telephone lines. Vaccinations would be carried out in order of priority.

Cllr Allen said that SWaT now had about 13 different schemes for helping small businesses who should register their business on the SWaT website and would be kept up to date with new grant schemes. Grants had to be handed out according to strict Government guidelines.

- **Police**

Councillors had seen the Police Report for January 2021. The Mayor read out the crime statistics for the benefit of the public present on Facebook. The Deputy Clerk reminded the public that reports of breaches of Covid rules should be reported by telephoning 101 rather than on Facebook.

- **Councillors attending Meetings on behalf of Minehead Town Council (“MTC”)**

Cllr Lawton had attended two Minehead BID Meetings. The Public Realm Meeting on 12 January had centred on Minehead’s entry into Britain in Bloom 2021. The Board Meeting on 19 January had considered what preparation was needed and felt, given the current Covid situation, Summer 2021 would be too soon to enter. It had been agreed to use 2021 to prepare and plan for entry in 2022. She said local businesses were asking the public to use their on-line services as much as possible and also the ShopAppy app to shop locally to support local retailers.

- **Advisory and Working Groups**

There were no reports.

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

Minute 968: The Meeting received a presentation from David Inman (Rural Services Network) regarding membership of the Rural and Market Towns Network Group. He explained the constitution and purpose of the Group and offered a free trial membership to MTC until June 2021. Membership was normally £150 per annum.

Proposed: Cllr Bolton

Seconded: Cllr Lawton

Agreed with 6 in favour and 3 against that MTC take up a six-month free trial membership of the Rural and Market Towns Network Group.

961 MAYOR'S ANNOUNCEMENTS

The Mayor had no announcements.

962 TO AGREE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON WEDNESDAY 16 DECEMBER 2021 – *MINUTES TO BE AGREED BY COUNCILLORS WHO WERE IN ATTENDANCE*

Cllr C Palmer said apologies from Councillors which had not been read out at the Meeting should not be recorded in the Minutes. He proposed that all apologies should be sent to the respective Chairs of Meetings and any apologies not received in this way would not be noted. Cllr Venner proposed an amendment.

Proposed: Cllr Venner

Seconded: Cllr C Palmer

Agreed with all in favour that all Councillor apologies should be sent to the Clerk, as Proper Officer, and thence to Chairs of Meetings.

Cllr Bloomfield temporarily lost connectivity with the Meeting.

Proposed: Cllr Bolton

Seconded: Cllr C Palmer

Agreed with 8 in favour and 1 abstention that this amendment be minuted.

The Clerk would send an email to this effect to all Councillors.

963 TO AGREE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON TUESDAY 5 JANUARY 2021 - *MINUTES TO BE AGREED BY COUNCILLORS WHO WERE IN ATTENDANCE*

Proposed: Cllr C Palmer

Seconded: Cllr M Palmer

Agreed with all in favour.

964 TO AGREE THE MINUTES OF THE FINANCE AND STAFFING COMMITTEE MEETING HELD ON MONDAY 11 JANUARY 2021 - *MINUTES TO BE AGREED BY COUNCILLORS WHO WERE IN ATTENDANCE*

Proposed: Cllr C Palmer
Agreed with all in favour.

Seconded: Cllr Lawton

965 TO AGREE THE MINUTES OF THE AMENITIES AND ENVIRONMENT COMMITTEE MEETING HELD ON TUESDAY 12 JANUARY 2021 - *MINUTES TO BE AGREED BY COUNCILLORS WHO WERE IN ATTENDANCE*

Proposed: Cllr Bloomfield
Agreed with 1 abstention and the rest in favour.

Seconded: Cllr M Palmer

966 TO DISCUSS AND AGREE ANY RECOMMENDATIONS FROM THE FINANCE AND STAFFING COMMITTEE MEETING HELD ON MONDAY 11 JANUARY 2021

There were no recommendations.

967 TO DISCUSS AND AGREE ANY RECOMMENDATIONS FROM THE AMENITIES AND ENVIRONMENT COMMITTEE MEETING HELD ON TUESDAY 12 JANUARY 2021 - *TO RATIFY THAT ALL HAS BEEN AGREED*

967.1 *That the Clerk be authorised to ask Selworthy and Minehead Without Parish Council to join with MTC in writing to SCC to request the lowering of the speed limit along Bratton Lane in light of the public concern.*

967.2 *That the Clerk/Deputy Clerk liaise with Somerset Association of Local Councils ("SALC") to ascertain the appropriate MTC consideration of the proposed development at Rainbow Way, adjacent to Seaward Way - either at the next Full Council Meeting or to wait until the appropriate MTC Planning Meeting and for that advice to be sought before the Full Council Meeting on Tuesday 26 January.*

967.3 *That the Deputy Clerk goes ahead with advertising the Tender Specification in local media, with a deadline of the end of January for the receipt of quotations from local building firms.*

967.4 *That fees for the use of the Community Centre by the NHS Schools Vaccination Team should be waived.*

Cllr Bloomfield suggested voting on all the recommendations at once.

Proposed: Cllr Bloomfield

Seconded: Cllr M Palmer

Agreed with all in favour that recommendations 966.1, 966.2, 966.3 and 966.4 be implemented.

968 FINANCE MATTERS

968.1 *To discuss and approve urgent payments for January 2021*

Urgent payments, numbered 1-8 on the list, totalled £18,727.54

Proposed: Cllr C Palmer **Seconded: Cllr Venner**
Approved with 1 abstention and the rest in favour.

968.2 *To discuss and approve payments for January 2021 under £1,000*

Payments under £1,000, numbered 9-36 on the list, totalled £6,433.72 although Cllr C Palmer noted that the amount of Item 9 differed from that originally recommended. The Deputy Clerk said that the VAT had been omitted from the previous total.

Proposed: Cllr C Palmer **Seconded: Cllr Venner**
Approved with 1 abstention and the rest in favour.

968.3 *To discuss and approve payments for January 2021 over £1,000*

Payments over £1,000, numbered 37-44 on the list, totalled £33,747.46. Cllr Rose queried item 44 for weedkilling and was told that this was for work done in September/October 2020 on an invoice dated October 2020.

Proposed: Cllr C Palmer **Seconded: Cllr Lawton**
Approved with 1 abstention and the rest in favour.

Cllr Bloomfield temporarily lost internet connection.

969 TO RECEIVE A PRESENTATION FROM DAVID INMAN (RURAL SERVICES NETWORK) REGARDING MEMBERSHIP OF THE RURAL AND MARKET TOWNS NETWORK GROUP

Received at Minute 960 above.

970 TO RECEIVE A REPORT ON (A) THE POSSIBLE ADAPTATION OF CURRENT ELECTRIC VEHICLE TO ADD WATER TANK AND PUMP AND (B) THE POSSIBLE REPLACEMENT OF CURRENT VANS WITH NEW, LEASED ELECTRIC VEHICLES

Councillors had read a report compiled by the Deputy Clerk and discussed the various options.

In response to a question from Cllr M Palmer, the Deputy Clerk said it was hoped to convert the present electric vehicle to take the water tank during the watering season and lease two new electric vehicles to replace the old tipper truck and small grey van. He told Cllr M Palmer that if the grant application was successful Council would be able to replace the panel van. The Deputy Clerk told the Meeting that if these plans worked out MTC would then have 4 electric vehicles and one ordinary tipper van. Cllr Venner wondered if a 5-year lease would be advisable as any new Council may decide to do things differently. The Deputy Clerk told

him that a 3-year lease would prove considerably more expensive. Cllr Lawton wanted to leave a green legacy for the next Council. There was some discussion as to where the Nissan vans were manufactured as Cllr Venner wished to lease ones made in Britain. Cllr Malin thought they were built in Barcelona but the company had a factory in Sunderland.

Proposed: Cllr Venner

Seconded: Cllr Lawton

Agreed with all in favour that the current electric vehicle be adapted to add the water tank and pump for watering in the flower season and removal when not in use.

Proposed: Cllr Venner

Seconded: Cllr Malin

Agreed with 8 in favour and 1 abstention that 2 Nissan electric vans be leased on a 5-year lease.

971 TO RECEIVE AN UPDATE FROM THE CLERK REGARDING THE PUBLIC CONSULTATION ON THE PROPOSED HOUSING DEVELOPMENT AT RAINBOW WAY

The Clerk reported that consultation on the development had now closed.

She had checked with SALC and if Councillors wished to make comments on further developments of this type it would not be considered as pre-determination when the application came to the Planning Committee, but Councillors should keep their comments to those of a general nature. It would be acceptable for Council as a whole to make its views known about a pre-application such as this. When the application came to the Planning Committee there would be an opportunity to make detailed comments then.

Cllr Bolton commented that all Councillors were on the Planning Committee and could attend and make their comments known. The Clerk said a seminar to discuss the topic could be seen as lobbying and Councillors should attend the Planning Committee meeting and make their views known there. Cllr C Palmer pointed out that Councillors as individuals could comment on applications through the Planning Portal of the SWaT website.

972 TO RECEIVE A VERBAL UPDATE FROM THE CLERK ON THE RENEWAL OF MINEHEAD PUBLIC SPACE PROTECTION ORDERS

The Clerk confirmed that the Public Space Protection Order relating to alcohol had lapsed at the end of November 2020.

She had received an email from Scott Weetch, the Community Resilience Manager at SWaT, which she could circulate to Councillors. He confirmed that it was not intended to renew the PSPOs for Minehead and Watchet. It was a joint decision between the Police and SWaT because other powers and tools were used and PSPOs applied to the whole area.

As far as dog fouling was concerned, the Clerk had been given another contact at SWaT to find out the current position and check whether there were any plans to change it. Cllr C Palmer said that the PSPO concerning dogs was about dogs on leads and excluding dogs from certain areas rather than dog fouling.

Cllr Venner said he was concerned that PSPOs were not being reinstated in Minehead when he understood they were going out for public consultation in Taunton. He said it was giving out the wrong message, particularly about alcohol, and could not see why the District Council

were doing this. He said the park was in his ward and he would be writing to SWaT because in the past 3 years there had been issues with anti-social behaviour and drinking in the park. Cllr Venner said he thought Council should write to SWaT stating that the PSPOs should be renewed or reinstated with consultation with the people of Minehead. What was good enough for Taunton was good enough for Minehead too. Cllr Bolton had had a discussion with the Police who said they had other powers to use but did not express a wish to stop the PSPOs. He felt that dispensing with PSPOs was a backward step.

Proposed: Cllr Venner

Seconded: Cllr Bolton

Agreed with 1 abstention and 8 in favour that MTC write to SWaT asking for reinstatement or renewal of the PSPOs relating to Minehead with similar public consultation to that in Taunton.

973 TO DISCUSS PUBLICATION OF DRAFT MINUTES

The Clerk reported that, following a request from a member of the public, Planning Committee Minutes were now being published in draft form on the website. This had arisen because Planning was not currently streamed on Facebook. The Deputy Clerk said it was planned to start streaming Planning Committee Meetings, starting on 2 February 2021. He suggested that Council aim, but not guarantee, to publish draft Minutes within 5 working days of Meetings. Cllr C Palmer said MTC should follow what already happened at SWaT with regard to draft Minutes as part of being transparent and open. The Clerk said Minutes should be checked first by the respective Chairs of Meetings and it should be made very clear that they were merely draft Minutes.

Proposed: Cllr C Palmer

Seconded: Cllr Bolton

Agreed with all in favour that, once approved by Chairs of Meetings, draft Minutes be published on the MTC website.

The Deputy Clerk suggested that an item could be included on the Full Council Agenda where members of the public could talk to Councillors. Cllr Venner said he would be quite happy with the idea, but Council needed to tidy-up procedure and allow no more than 3 minutes per person. He said the first two items on the agenda had taken 23 minutes and the questioning of County Councillors at a Town Council Meeting, however interesting, was bad form.

974 TO RESOLVE TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC

(Public Bodies [Admission to Meetings] Act 1960)

Proposed: Cllr Bolton

Seconded: Cllr Kingston-James

Agreed with all in favour to hold the rest of the Meeting *in camera*.

Cllr Bolton thanked the members of the public who had attended via Zoom and Facebook.

The Public Meeting closed at 9.23 pm.