



PUBLIC NOTICE

FULL COUNCIL MEETING

Date: Tuesday 26 February 2019

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 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

Jenny Bashford –Town Clerk

20 February 2019

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. **To receive Apologies for absence** LGA 1972 s 85 (1)
2. **To receive:**
Declarations of Interests in respect of any Agenda items (Localism Act 2011)
Dispensations (Localism Act 2011)
Arrangements for the pre-election period
3. **To fill** Casual Vacancy for Councillor
4. **To agree** the minutes of the Full Council meeting on 22 January 2019 - Minutes to be agreed by Councillors who were in attendance
5. **To receive** the minutes of Planning Committee meeting on 5 February 2019 - Minutes to be agreed by Councillors who were in attendance
6. **To receive** the minutes of Finance and Staffing Committee meeting on 11 February 2019 - Minutes to be agreed by Councillors who were in attendance
7. **To receive** the minutes of Amenities and Environment Committee meeting on 12 February 2019
8. **To consider and approve:**
Recommendations from the Finance and Staffing Committee
 - Approve an Internal Audit allowance of up to 5 days
 - Approve Risk Management being considered by the two Committees of Minehead Town Council as follows:
 - Amenities and Environment Committee to consider practical risks (playground equipment/amenity works)
 - Finance and Staffing Committee – financial risk (Budget/delivery programme)
 - Approve the quotation for providing a water supply at Wellington Square (subject to requesting a contribution to the costs and permission from West Somerset Council)
 - Approve insurance arrangements with Zurich Municipal being extended for a further twelve months

Recommendations from the Amenities and Environment Committee

- Full Council to adopt the Tree Report (November 2018) unanimously agreed

- 9. To approve** amendment to Financial Regulations
- 10. To receive** reports from:
 - Police
 - Somerset County Council
 - West Somerset Council
- 11. To receive updates:**
Clerk – Jenny Bashford
Deputy Clerk – Bryan Howe
- 12. To receive** Mayor’s Announcements
- 13. To adjourn** the meeting for Public Inclusion (Standing Order No 1c)
- 14. To receive** a payments schedule for invoices - value over £1,000 (schedule to follow)
To authorise payments in the payments schedule
Financial Regulations to be waived for two payments
- 15. To resolve** to exclude members of the press and public [Public Bodies \[Admission to Meetings\] Act 1960](#)
- 16. To approve** updated Cemetery Regulations and Fees
- 17. Staffing and Contracts Matters**