



## **PUBLIC NOTICE**

### **FULL COUNCIL MEETING**

Date: Tuesday 26 March 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 S Heard, 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 March 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)
3. **To agree** the minutes of the Full Council meeting on 26 February 2019 - minutes to be agreed by Councillors who were in attendance
4. **To receive** the minutes of the Planning Committee meeting on 5 March 2019 - minutes to be agreed by Councillors who were in attendance
5. **To receive** the minutes of the Finance and Staffing Committee meeting on 11 March 2019 - minutes to be agreed by Councillors who were in attendance
6. **To receive** the minutes of the Amenities and Environment Committee meeting on 12 March 2019 - minutes to be agreed by Councillors who were in attendance
7. **To consider for approval** recommendations from the Finance and Staffing Committee
  - (i) to approve the continued financial support for the Minehead-Porlock bus (service 10/11) for the financial year 1 April 2019-31 March 2020 subject to assurances being given that disabilities obligations will be complied with by the service provider. Funds have been set aside in the 2019/2020 budget
  - (ii) to approve cancellation of vehicle tracking contract
  - (iii) to approve two private and confidential issues to be considered by the Internal Audit
8. **To approve** Bryan Howe as Responsible Financial Officer (RFO) in accordance with Financial Regulation 1.8
9. **To approve** adoption of Interim Internal Audit report in accordance with Financial Regulation 1.13

10. **To approve** Chair of Finance and Staffing Committee to verify bank reconciliation in accordance with Financial Regulation 2.2
11. **To approve** 12 months Service Level Agreement with Minehead Youth Club
12. **To receive** Bank Mandate report and actions in accordance with Financial Regulation 5.1
13. **To receive** Community Building report
14. **To approve** recommendation from Amenities and Environment Committee that MTC support the District and County Councils' climate emergency declaration
15. **To approve** awarding Toilet Cleaning Contract to Tender B, with a break clause after 12 months and seasonal toilet cleaning adjustments budget
16. **To approve** the Annual Town Meeting date and dates for 2019/2020 Council meetings
17. **To receive** Mayor's Announcements
18. **To adjourn** the meeting for Public Inclusion (Standing Order No 1c)
19. **To receive** a payments schedule for invoices - value over £1,000  
**To authorise** payments in the payments schedule
20. **To resolve** to exclude members of the press and public [Public Bodies \[Admission to Meetings\] Act 1960](#)
21. **Confidential items**