



## **PUBLIC NOTICE**

### **FULL COUNCIL MEETING**

*This Meeting will be streamed live to the Minehead Town Council Facebook Page*

Date: Tuesday 29 June 2021

Time: 7.30 pm

Venue: Community Building, Irnham Road, Minehead TA24 5DW

Enquiries: 01643 707213 or email "admin@mineheadtowncouncil.co.uk"

Mayor: Cllr P Bolton\*

Councillors: Cllr A Berry, Cllr T Bloomfield, Cllr M Burke, Cllr O Harvey, Cllr N Hercock,  
Cllr E Jones, Cllr A Kingston-James (Deputy Mayor), Cllr M Kingston-James,  
Cllr A Lawton, Cllr R Lillis, Cllr J Malin, Cllr C Palmer\*, Cllr M Palmer,  
Cllr H Rose, Cllr T Venner\*

*(\* denotes Somerset West and Taunton Councillor "SWaT")*

***All Council meetings are open to the public and the press***

***The meeting will be streamed live on the Minehead Town Council Facebook page and the recording will be available to view afterwards***

***Given the ongoing controls due to COVID-19 we respectfully ask that any members of the public wishing to attend/speak at a Council meeting please contact the Clerk by 12 noon on the working day preceding the meeting giving their full contact details, otherwise they will not be allowed to enter***

Sam Rawle  
Clerk

23 June 2021

# AGENDA

**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 receive** reports from:
  - Somerset County Council (“SCC”)
  - Somerset West and Taunton District Council (“SWaT”)
  - Police
  - Councillors attending Meetings on behalf of Minehead Town Council (“MTC”)
  - Advisory and Working Groups
- 4**     **To adjourn** the Meeting for Public Inclusion [Standing Order No 3e](#)
- 5**     **Mayor’s Announcements**  
**(a)** Minehead Town Council Annual Report 2020-2021  
**(b)** Zipp e-scooters introduction  
**(c)** Minehead Coastal Development Team
- 6**     **(a) To agree** the Minutes of the Full Council Meeting held on 27 April 2021 – *Minutes to be agreed by Councillors who were in attendance*  
**(b) To agree** the Minutes of the Statutory Annual Council Meeting held on 4 May 2021 – *Minutes to be agreed by Councillors who were in attendance*
- 7**     **To note** the Minutes of the Finance & Staffing Meeting held on 12 April 2021 and Planning Committee Meeting held on 22 June 2021
- 8**     **To elect** members to fill vacancies on Amenities & Environment Committee, Finance & Staffing Committee, Public Conveniences Advisory Group and representative on the Ellicombe Gardens Residents Association

- 9 Finance Matters**
- 9.1 To approve** Payments list for April 2021
  - 9.2 To approve** Payments list for May 2021
  - 9.3 To approve** Payments list for June 2021
  - 9.4 To approve** Regular Payments for April and May 2021
  - 9.5 To approve** payments by Procurement Card for April and May 2021
  - 9.6 To approve** Income Report for April and May 2021
- 10 To receive** a verbal report regarding Bank Reconciliations for the period ended June 2021
- 11 To receive** the Asset Register Report
- 12 To receive** the Budget Monitoring Report – 2020/2021 Outturn
- 13 To receive** the Internal Auditor’s Report
- 14 To approve** the Annual Governance Statement 2020/2021
- 15 To approve** Final Statement of Accounts for 2020/21
- 16 To approve** Reserves as at 31 March 2021
- 17 To receive** a Risk Management report from the RFO
- 18 To receive** update of publication of items of expenditure over £500 in accordance with Local Government Transparency Code
- 19 To receive** verbal update on Community Centre from the Deputy Clerk  
**(a) To discuss** purchase of temporary floor for functions
- 20 To receive** update on Welcome Back Fund and S106 Funding
- 21 To receive** update on Warren Road Toilets
- 22 To receive** update on Health & Safety Audit
- 23 To receive** update on appointment of new Clerk/RFO
- 24 To resolve** to exclude Members of the Press and Public ([Public Bodies \[Admission to Meetings\] Act 1960](#))
- 25 Confidential Items**