

MINEHEAD TOWN COUNCIL

STATUTORY ANNUAL MEETING OF THE FULL COUNCIL

**Minutes of the Meeting held on Tuesday 14 May 2019 at 7.30pm
at Minehead & District Social Club, North Road, Minehead**

The meeting was digitally recorded

Present:

Mayor: Cllr S Slade

Councillors: Cllr T Bloomfield, Cllr P Bolton*, Cllr S Heard, Cllr A Kingston-James, Cllr J Malin, Cllr B Mandley, Cllr C Palmer*, Cllr D Prosser, Cllr H Rose, Cllr T Venner*, Cllr J Walder

(* denotes SWaT Councillor, ** denotes SCC Councillor)

Councillors in Attendance

Cllr M Chilcott **

Cllr C Lawrence **

Officers in Attendance

Ms J Bashford (Clerk)

Mr B Howe (Deputy Clerk)

Mrs J Notley - Minute Taker

Members of the Public and Press

11 members of the public

1 member of the press

001. Confirmation that a Quorum is present (LGA 1972, Sch.12, paras 12, 28)

It was confirmed by the Council that a Quorum was present.

002. Election of Mayor/Chair and Acceptance of Office (LGA1972s14 (1), 15(1&2), 33(1) and 34(1&2))

In the absence of Cllr Hercock, the outgoing Mayor, the meeting, was passed over to Cllr Venner as the most senior Councillor present who asked for nominations for Mayor

Cllr Rose nominated Cllr Slade for Mayor, seconded by Cllr Bolton. No other nominations being received a vote was held and this was unanimously agreed

Cllr Venner announced that Cllr Slade was elected Mayor of Minehead for 2019/2020.

RESOLVED: that Cllr Slade be elected Mayor, unless she resigns or becomes disqualified, and shall continue in office and preside at the Annual Meeting until her successor is elected at the next Annual Meeting of the Council

The Mayor signed the Declaration of Acceptance of Office and it was witnessed by the Town Clerk

The Mayor, reminded all present that the meeting was being digitally recorded and provided microphones for speakers and requested any filming be kept to the meeting only

The Mayor thanked Cllr Hercock in his absence for his work in the past year, particularly instigating his Mayor’s Coffee Mornings which had proved popular

003. To receive apologies for absence *LGA 1972 s 85 (1)*

Apologies had been received, and were accepted, from Cllr N Hercock and Cllr A Lawton

The Mayor reminded all present that, under the Local Government Act of 1972, Council was permitted to hold a meeting at Minehead Social Club although a licensed premises, as no other suitable premises had been available. The bar in the Function Room was closed and no alcohol would be allowed to be brought into the meeting

004. Declarations of Interest *In accordance with the provisions of the Localism Act 2011 in respect of members*

(i) To receive and record any declarations of interest in respect of any matters included on the Agenda for consideration at this meeting

<u>Member</u>	<u>Item</u>	<u>Interest</u>	<u>Time Period</u>	<u>Speak/ Vote</u>	
Cllr P Bolton	All	SWaT Councillor	2019	yes	Stayed in the room, spoke and voted
Cllr C Palmer	All	SWaT Councillor	2019	yes	Stayed in the room, spoke and voted
Cllr T Venner	All	SWaT Councillor	2019	yes	Stayed in the room, spoke and voted

(ii) Dispensations *In accordance with the provisions of the Localism Act 2011 in respect of members*

None

005. Election of Deputy Mayor/Chair

The Mayor invited nominations for Deputy Chair/Mayor. Cllr Rose nominated Cllr Bolton, seconded by Cllr Prosser. No other nominations being received a vote was held and this was unanimously agreed. The Mayor announced that Cllr Bolton was elected Deputy Mayor for 2019/2020

006. To agree the Minutes :

(a) of the Full Council meeting held on 23 April 2019 – minutes to be agreed by Councillors who were in attendance

Proposed: Cllr Venner

Seconded: Cllr Kingston-James

RESOLVED unanimously by all Councillors who had been present that the Minutes of the Full Council meeting on 23 April 2019 be signed by the Mayor as a true and correct record

(b) of the Planning Committee meeting held on 30 April 2019

The previous Chair of Planning, Cllr R Dinnick, and a previous Planning Committee member, Cllr M Smith, while still in post had agreed the draft Minutes as a true and correct record. After the election Cllr Slade was the only Councillor present who had attended the meeting and she recommended acceptance of the draft Minutes

Proposed and accepted: Cllr Slade

RESOLVED that the Minutes of the Planning Committee meeting held on 30 April 2019 be signed as a true and correct record by Cllr Slade, the only remaining Councillor from the last Planning Committee

007. To agree Meeting schedule

Schedule previously provided

Proposed: Cllr Venner

Seconded: Cllr Malin

RESOLVED with all in favour that the schedule of meetings be agreed

008. To elect Chairs and Deputy Chairs of Committees

The Mayor invited nominations for the Chair and Deputy Chairs of the three main Committees

o **Finance and Staffing Committee:**

Chair: Cllr Venner

Nominated: Cllr Walder Seconded: Cllr Bloomfield

No other nominations being received a vote was held and this was unanimously agreed

Deputy Chair: Cllr Palmer

Nominated: Cllr Malin Seconded: Cllr Rose

No other nominations being received a vote was held and this was unanimously agreed

Amenities and Environment Committee:

Chair: Cllr Kingston-James

Nominated: Cllr Palmer Seconded: Cllr. Walder

No other nominations being received a vote was held and this was unanimously agreed

Deputy Chair: Cllr Bloomfield

Nominated: Cllr Prosser Seconded Cllr Rose

No other nominations being received a vote was held and this was unanimously agreed

Planning Committee

Chair: Cllr Palmer

Nominated: Cllr Prosser Seconded Cllr Mandley

No other nominations being received a vote was held and this was unanimously agreed.

Deputy Chair: Cllr Kingston-James

Nominated: Cllr Venner Seconded Cllr. Bloomfield

No other nominations being received a vote was held and this was unanimously agreed

009. To agree ordinary membership of Committees

The Mayor invited nominations for members of the three main Committees

○ **Amenities and Environment Committee**

Cllr Kingston-James (Chair), Cllr Bloomfield (Deputy), Cllr Heard, Cllr Mandley, Cllr Palmer, Cllr Walder (2 vacancies)

Nominated by Cllr Rose, seconded by Cllr Bolton. No other nominations being received a vote was held and this was unanimously agreed

○ **Finance and Staffing Committee**

Cllr Venner (Chair), Cllr Palmer (Deputy), Cllr Bloomfield, Cllr Kingston-James, Cllr Lawton, Cllr Malin, Cllr Mandley (1 vacancy)

Nominated by Cllr Walder, seconded by Cllr Bolton. No other nominations being received a vote was held and this was unanimously agreed

○ **Planning Committee**

Cllr Palmer (Chair), Cllr Kingston-James (Deputy), Cllr Lawton, Cllr Prosser, Cllr Rose, Cllr Walder (2 vacancies)

Nominated by Cllr Palmer, seconded by Cllr Kingston-James. No other nominations being received a vote was held and this was unanimously agreed

010. To agree Town Council representation on outside bodies

Broadlands Retirement Home – Cllr Walder

Cuckoo Meadow Steering Group – Cllr Bloomfield

Ellicombe Gardens Residents' Association – Cllrs Bloomfield, Bolton and Slade

League of Friends of Minehead Hospital – Cllr Malin

Minehead Area Panel – Cllr Kingston-James

Minehead Development Trust – Cllr Lawton

Minehead Coastal Communities Team – Cllrs Kingston-James and Rose

Minehead & Porlock Bus Group – Cllr Venner

Minehead Twinning Association – Cllrs Walder and Prosser

Minehead Youth Club – Cllr Venner

Plastic-Free Community Group – Cllr Heard

Quirke's Almshouses – Cllrs Bolton, Malin and Slade

West Somerset Advice Bureau – Cllr Bloomfield

Nominated by Cllr Venner, seconded by Cllr Bolton. No other nominations being received a vote was held and this was unanimously agreed

011. To receive a payments schedule for invoices – value under £1,000 and value over £1,000

To authorise payments in the payments schedule

There were no payments to be agreed

012. To adjourn the meeting for Public Inclusion (Standing Order no 1c)

The period of time which is designated to public participation shall not exceed 15 minutes

No-one had asked to speak

The Mayor announced that, following guidance from the Electoral Officer, Council would be seeking to co-opt two new Councillors at the next Full Council meeting on 28 May 2019 to fill the vacancies in Minehead Alcombe North Ward and Minehead (Periton and Woodcombe)