

**Minutes of a meeting of the Town Council held on 30th January 2024
in the Council Chamber, The Old Courthouse, Jaycroft Road,
Burnham-on-Sea at 7 pm**

Present: Councillors L. Millard (Chair), S. Barber, P. Clayton, M. Facey, G. Gudka, A. Hendry, R. Keen, A. Mathews, B. Metcalfe, M. Murphy S. Perry, C. Searing, B. Vickers, J. Warren

In attendance: K. Noble (Town Clerk), Nicole Brookes (RFO), 3 members of the public and Sergeant Hardaway

Public Participation:

One member of the public had registered to speak but was unable to attend the meeting.

192.0.T24 Apologies for absence

Apologies were received from Councillors Baker, Flurry, Elrick and Wynn.

193.0.T43 To receive any declarations of interest on items included on this agenda

There were no declarations of interest received.

194.0.T24 To receive and approve the minutes of the Town Council meeting held on 12th December 2023

The minutes of the previous meeting of the Town Council, held on 12th December 2023, were presented by the Mayor.

Resolved that the minutes be taken as read, confirmed and signed by the Mayor.

195.0.T24 Matters arising from previous minutes

A meeting regarding the 20 mph speed limit by St Andrews School had taken place and a sign will be erected near the Hospital in Love Lane.

A follow up meeting had been held with Phil Curd. Updated data was provided which showed that there was currently no case for a school to be built at the Brue Farm development. This will be monitored and feedback given to the local schools.

The shrubbery in Broadhurst Gardens had not been cut back. This had been passed to Somerset Council and will be chased up.

196.0.T24 To receive Mayor's report

The Mayor read out the following statement "We held our Community Carol Service at St John's Church in Highbridge this year. We were pleased to welcome children from Churchfield Church School and King Alfred's School Brass Ensemble. They all added a lovely Christmas feel



to the event. We had readers from local people including Emily Scott (Sopha), Ceri Joyce (Friends of the Memorial Hospital), Nadja McDevitt (Our Highbridge), Rev'd Richard Allen (Churches Together) and Jade Zerk (Hope Baptist Church). It was a lovely evening and enjoyed by all. Many thanks to Revd Martin Little for all his hard work in organising the event.

I supported St Andrews Church, attending the concert by Richard Lennox and friends. It was a wonderful evening with some interesting Christmas music. I then attended the Community Church Christmas Carol Service in Manor Gardens. It was good to see so many coming together to sing carols and it was dry! I then attended St Andrews Carol Service in the evening. Another Community Carol Service which was well supported and had a very interesting interpretation of the usual bible readings. It certainly made us think! Just before Christmas, the Town Crier and I visited some of our Nursing Homes and the Memorial Hospital. It is always good to go out with Alastair as he has such a lot of knowledge of the people and places in our two towns! There was a lot of laughter and chat at each home and in the hospital.

Since Christmas I have been working to further the work of the Climate and Ecology Working Group. There will be a report later.

I also attended the Local Community Network meeting in January. It was focussed on how we could work together to address the devolution of services from Somerset Council, particularly the Highways Steward model."

(Sergeant Hardaway joined the meeting at this juncture)

197.0.T24 To receive verbal report from the Police

Sergeant Hardaway gave a verbal report. 1042 incidents had been reported in the last 3 months, 205 of which were relating to anti-social behaviour.

The Pub Watch is up and running and the Police are working with the group and local shops.

An e-scooter education action day had taken place and an enforcement action day will take place soon.

Three new PCs are joining the team in the next six weeks.

Councillors were given the opportunity to raise queries which were answered by Sergeant Hardaway.



198.0.T24 To receive any reports from Somerset Councillors

Somerset Councillor Clayton's report had been circulated with the agenda. No questions were raised.

199.0.T24 To receive minutes of previous committee meetings

Town Improvements Committee - 13th December 2023 and 22nd January
Councillor Warren gave an overview of the Chairs report. No questions were raised.

Princess Management Committee - 19th December 2023

Councillor Perry advised that the meeting scheduled for 16th January had been postponed until 8th February. No questions were raised.

Planning Committee - 20th December 2023 and 10th January

Councillor Clayton confirmed that two objections were made at the last meeting. No questions were raised.

Finance & Resources Committee - 27th November 2023 and 15th January

Councillor Gudka gave an overview of items discussed at the meetings. No questions were raised.

200.0.T24 To receive list of payments up to 23rd January 2024

The attached list of payments was received and noted and no queries raised.

201.0.T24 To receive Town Council Accounts for month of December 2023

The accounts for December 2023 were received and no queries raised.

202.0.T24 To receive reports from town councillor representatives appointed to outside bodies

The Twinning Group's visit to Fritzlar will be taking place from 22nd-30th June 2024.

203.0.T24 To receive Working Group update reports

- Better BOS – Plans to finish work on auditing the town centre were discussed at the last meeting.
- Climate and Ecology – The group are in the process of becoming a CIC and will be called BOSH Green Team.

The Bus Users Group is starting to collect evidence of problems that students are having getting to Weston and Bridgwater College and a meeting will then follow with the relevant organisations.

A follow up meeting with First Bus and the new Lead for Transport and Digital on Somerset Council, Richard Wilkins is also being organised.



Burnham and Weston Solar Energy are still supporting residents with their energy audits and supporting local community groups to do the same building audit.

The Growing Group are working with Burnham and Highbridge in Bloom to apply for funding to plant the Esplanade flower beds with sustainable plants. They have also held 2 Hands On sessions working on flower beds to tidy them up and prepare for spring planting. The Friends of Marine Cove are joining the group.

Our Highbridge and Somerset Wildlife Trust continue to provide opportunities for local people to attend events along the Brue Green Pathway.

The Repair Cafes are continuing to go from strength to strength.

- Highbridge Regeneration - Nick Tait, Somerset Service Manager for Policy, was welcomed to the meeting. A stimulating and interesting discussion took place about the development of various sites in Highbridge. We were able to stress concerns and ask Nick to advocate on our behalf at Somerset, including the dreadful state of the barriers around the old Canal House site and the situation with the St Johns building in Bank St car park. Councillor Hendry is also working hard on these areas.
- Office Accommodation – The survey had been undertaken and the report is awaited.
- Homelessness – An article for the Leveller is being produced.

204.0.T24 To consider interim Internal Audit report and comments

Councillor Gudka gave an overview of the report and confirmed this had been reviewed at the Finance and Resources Committee and actions to address the recommendations are being progressed.

The RFO and Town Clerk were thanked for their work.

205.0.T24 To consider the recommendation from the Finance and Resources Committee for setting the budget for 2024/25

Councillor Gudka explained the process for drafting the budget and that each Committee made some adjustments to reflect current financial challenges. A substantial increase in the budget is to cover the cost of some Somerset Council Services, so they are not withdrawn, including the provision of public conveniences.

Resolved that the budget for 2024/25 of £1,070,926 is approved and the proposed earmarked reserves are carried forward.



206.0.T24 To consider the recommendation from the Finance and Resources Committee for setting of the Precept for 2024/25

Councillor Gudka explained the reasoning behind the Finance and Resources Committee's recommendation.

The proposed increase equates to £27.31 on a band D property, taking it to £143.41 per year.

In comparison with other local towns, Burnham-on-Sea and Highbridge would still be one of the lowest precept requests in the County for a band D property.

Somerset Council are offering a council tax reduction scheme.

Resolved that the Precept request for 2024/25 is £952,901.

207.0.T24 To receive a Community Infrastructure Levy (CIL) update and approve expenditure

The historical records were not complete and finding the data has been challenging. The RFO was thanked for all her work in preparing the data provided.

A substantial sum needs to be spent by the end of the year and the Highbridge Regeneration Group are looking into projects for consideration at the next meeting.

Resolved that the Highbridge Christmas lights purchased in October be funded from the CIL monies.

208.0.T24 To consider quotations for office telephone service and award contract

Resolved that a 3 year contract is awarded to Company B, as recommended.

209.0.T24 To appoint one Councillor on to the following Committees

- Town Improvements Committee

Two nominations were received.

Councillor Hendry was nominated by Councillor Clayton and seconded by Councillor Searing.

Councillor Murphy was nominated by Councillor Vickers and seconded by Councillor Gudka.

Resolved that Councillor Murphy is appointed to the Town Improvements Committee.



- Planning Committee

Resolved that Councillor Warren is appointed to the Planning Committee.

210.0.T24 To appoint a representative to the following outside bodies

- Highbridge Community Hall Management Committee

Two nominations were received.

Councillor Hendry was nominated by Councillor Clayton and seconded by Councillor Facey.

Councillor Murphy was nominated by Councillor Vickers and seconded by Councillor Warren.

Resolved that Councillor Murphy is appointed as a representative on the Highbridge Community Hall Management Committee.

- Sedgemoor Community Partnership (Morland Hall)

Resolved that Councillor Millard is appointed as a representative on the Sedgemoor Community Partnership (Morland Hall).

211.0.T24 To appoint a Working Group to review the Standing Orders, Financial Regulations and Committee Terms of Reference and Delegations

Resolved Councillors Clayton, Gudka, Perry and Millard agreed to review the policies.

212.0.T24 To consider a response to the consultation on a Material Change to Hinkley Point C's Development Consent Order

(Councillor Keen joined the meeting at this juncture)

Councillor Vickers gave an overview of the consultation documents and updated the Members with facts regarding the proposed changes.

Resolved that the Council will continue to object to the fish deterrents removal. That there should be a continuation of the research so that a system can be installed as technology improves. The creation of a new habitat is welcomed.

213.0T24 To consider a response to the Department for Levelling Up, Housing and Communities consultation on Street Vote Development Orders

Some Councillors had met to draft a response for the Council to consider, which had been circulated at the meeting.

Councillors were asked to notify the Town Clerk by the end of the following day if they had any concerns with the draft response.



**Burnham-on-Sea
& Highbridge**
TOWN COUNCIL

Resolved that the proposed response is submitted, subject to any final comments received by the end of 31st January.

214.0.T24 To consider taking part in the Great British Spring Clean 15th – 31st March 2024

This would be a community participation street cleaning event. The dog fouling campaign would also commence during this period.

Resolved that the Town Council agrees to participate in the 2024 Great British Spring Clean

215.0.T24 Date of next meeting

Resolved: The next meeting of the Town Council is scheduled for 27th February 2024 at 7 pm

Signed by Chair.....

Date.....

DATE OF INVOICE	SUPPLIER	INVOICE NUMBER	DESCRIPTION	NET	VAT	GROSS
25/10/2023	Avalon	1913	performance fee deposit	£650.00	£130.00	£780.00
06/12/2023	Bravo	728	Technician Princess Vol Party	£76.00	£15.20	£91.20
06/12/2023	Business Waste	P1281213	Paper waste - TC	£11.00	£2.20	£13.20
06/12/2023	Business Waste	C1281212	Paper waste - TC	-£11.00	-£2.20	-£13.20
08/12/2023	Business Waste	P1281606	Paper waste - TC	£11.00	£2.20	£13.20
08/12/2023	Business Waste	C1281605	Paper waste - TC	-£11.00	-£2.20	-£13.20
05/12/2023	Gwilliams	INV-16372	mowers repairs - cemeteries	£176.71	£35.34	£212.05
08/12/2023	Microshade	18644	IT Services	£920.16	£184.03	£1,104.19
30/11/2023	MJ Church	497602	Waste services - cemeteries	£20.74	£4.15	£24.89
30/11/2023	MJ Church	497603	Waste services - cemeteries	£26.86	£5.37	£32.23
30/11/2023	MJ Church	497604	Waste services - cemeteries	£33.66	£6.73	£40.39
05/12/2023	Pozitive Energy	4104820234583590	Utilities - PT	£2,079.09	£415.82	£2,494.91
21/11/2023	Proper Job	Z0009T02-467392	Cleaning materials - cemeteries	£5.47	£1.10	£6.57
01/12/2023	Proper Job	Z0009T02-470634	sweets - PT	£28.62	£5.72	£34.34
05/12/2023	Proper Job	Z0009T02-471696	Bow handle-aluminium	£2.49	£0.50	£2.99
10/11/2023	Proper Job	Z0009T03-1469352	sweets - PT	£19.57	£3.91	£23.48
05/12/2023	Somerset Council	30042228	installation & maintenance - Flowers	£4,355.00	£871.00	£5,226.00
06/12/2023	Steve Parker Services Ltd	1083	annual service pumping system - Cemeteries	£420.00	£84.00	£504.00
08/12/2023	The Bluebirds	INV-0089	10 x sessions Choir Oct-Dec - PT			£525.00
02/10/2023	Toolstation	XWW453316103	safety boots - Cemeteries	£33.52	-£0.29	£33.23
24/10/2023	Toolstation	XWW474192836	cable ties for Poppies for lamposts	£25.28	£5.06	£30.34
02/11/2023	Toolstation	XWW482248682	rechargeable batteries for PAT tester	£18.20	£3.64	£21.84
02/11/2023	Toolstation	XWW482259619	tape measure - Cemeteries	£5.52	£1.11	£6.63
07/12/2023	V Jones	6378	Plumbing works - PT			£122.00
24/11/2023	Worle Operatic & Dramatic Society	SI-1951	Sister Act - settlement			£11,343.78
05/12/2023	Derek Jones	6	Organ playing - Carol Service Highbridge			£35.00
12/12/2023	Ms R Tree	2022001074	Take a Chance on Us Show settlement			£2,860.16
10/12/2023	Bridge Solutions	DG-12514	Phone system	£222.94	£44.59	£267.53
11/12/2023	Iris	INV-ISL-0359488	Payroll services	£112.61	£22.52	£135.13
14/12/2023	Amazon	GB31SDWABEY	microwave - TC	£74.98	£15.00	£89.98
03/12/2023	Sarah-Louise Hay	AEWKB181123SLY	An Evening Without Kate Bush - show settlement			£954.13
13/12/2023	Elan City	SAJ-UK/2023/01482	Battery for SIDS radar	£91.66	£18.33	£109.99
14/12/2023	Toolstation	XWW521335991	Riveter, rivet pack & drill bit set	£40.33	£8.07	£48.40

Cashbook payments

Somerset Council

Mar-23 pension payment

£5,783.40

£32,943.78

DATE OF INVOICE	SUPPLIER	INVOICE NUMBER	DESCRIPTION	NET	VAT	GROSS
02/01/2024	Amazon	INV-FR-881203615-2024-1	ride on mower jack lift & accessories			£139.98
09/01/2024	Steve Parker Services Ltd		1110 Repairs to BOS Cem Pump	£240.00	£48.00	£288.00
09/01/2024	Steve Parker Services Ltd		1109 Repairs to Brent Road Cem Pump	£387.15	£77.43	£464.58
09/01/2024	Robert Fay	8 - Apex	settlement for art sale			£45.60
08/01/2024	Ball Fire Protection		26069 fire extinguisher service & replace	£410.65	£82.13	£492.78
10/01/2024	Bridge Solutions	DG-12960	Phone system	£222.88	£44.58	£267.46
31/12/2023	Business Waste	P1303943	Paper waste - TC	£2.52	£0.50	£3.02
10/01/2024	Iris	INV-ISL-0377374	payroll services	£112.61	£22.52	£135.13
05/01/2024	KJ Cleaning Services	PrincessT005	Cleaning - PT			£360.00
08/01/2024	Microshade		18778 IT Services	£931.51	£186.30	£1,117.81
31/12/2023	MJ Church	B13697-502589	Waste services - cemeteries	£28.56	£5.71	£34.27
31/12/2023	MJ Church	B13697-502590	Waste services - cemeteries	£41.14	£8.23	£49.37
31/12/2023	MJ Church	B13697-502591	Waste services - cemeteries	£27.20	£5.44	£32.64
06/01/2024	Mynett Electrical		127564 fix faulty emergency exit lighting	£86.03	£17.21	£103.24
10/01/2024	Robson Electrics		91712 disconnection & removal Xmas trees	£920.00	£184.00	£1,104.00
05/01/2024	Screwfix		1451235895 Chainsaw safety gloves PPE cemeteries	£20.83	£4.16	£24.99
22/12/2023	Spansec Security		228481 renewal of alarm contract	£492.24	£98.45	£590.69
05/01/2024	Toolstation	XWW535017358	torches and hooks for fire safety Hi-Viz Fire Warden	£21.44	£4.29	£25.73
12/01/2024	Amazon	INV-GB-2107583995-2024-212	Poster frames - Princess Theatre	£250.96	£50.19	£301.15
12/01/2024	V Jones		6385 supply & install hot water heaters			£2,174.00
20/11/2023	Bravo		680 Technician fees - Princess	£314.68	£62.94	£377.62
20/11/2023	Bravo		695 Technician fees - Princess	£162.00	£32.40	£194.40
16/01/2024	Amazon	GB41ENZABEY	safety sign door	£6.24	£1.25	£7.49
16/01/2024	Amazon	DS-ASE-INV-GB-2024-24020988	Cloverleaf socket converter for PAT testing machine			£4.98
15/01/2024	V Jones		6386 replace external bib taps - allotments			£135.00
10/01/2024	GT Building Services		15928 annual boiler service - The Old Courthouse	£235.00	£47.00	£282.00
16/01/2024	Spot on Supplies		31653382 toilet roll	£59.92	£11.98	£71.90
15/01/2024	Screwfix		1454315792 Fire & Smoke door seals - Princess Theatre	£29.16	£5.83	£34.99
16/01/2024	Arien Designs Limited		8974 Update of civic boards	£67.75	£13.55	£81.30
16/01/2024	Mr P Parfitt	16.01.24	Grave digging - Cemeteries			£1,246.00
17/01/2024	Highbridge Community Hall	24.01.24	room hire			£15.00
10/01/2024	Les Locksmith & Building Services Ltd	10.01.24	Change lock at SS&L Building for survey			£160.00
16/01/2024	Proper Job	Z0009T03-1478119	storage boxes -PT	£25.40	£5.08	£30.48
18/01/2024	PPL PRS	01733196SIN2613450	PRS Music licence	£473.43	£94.69	£568.12

Cashbook payments

Somerset Council

Jan-24 pension payment

£8,944.58£19,908.30