

**Minutes of a meeting of the Town Council held on 13<sup>th</sup> May 2024 in  
the Council Chamber, The Old Courthouse, Jaycroft Road,  
Burnham-on-Sea at 7 pm**

**Present:** Councillors S. Perry (Mayor), R. Baker, P. Clayton, A. Elrick, M. Facey, J. Flurry, G. Gudka, A. Hendry, R. Keen, L. Millard, A. Mathews, B. Metcalfe, M. Murphy C. Searing, B. Vickers, P. Wynn

**In attendance:** K. Noble (Town Clerk) and 7 members of the public.

**Public Participation:**

One member of the public spoke in relation to the office building and was concerned about the costings and wanted to know the value of the Old Courthouse. The resident also stated that the former SS&L building is the only building left in Burnham with any heritage. Councillor Gudka will respond to the resident but did state that both buildings were valued independently, as were the repair costings.

Another resident raised concerns regarding the grass growing in the pavements and between buildings in the town centre and that the pavements are sloping and not smooth.

**260.0.T24 Election of the Mayor for the ensuing year and to receive the declaration of acceptance**

**Resolved** that Councillor Sharon Perry was elected as Mayor. The declaration of acceptance of office was signed.

Councillor Perry thanked Councillor Millard for all she achieved whilst Mayor.

**261.0.T24 Apologies for absence**

No apologies were received.

**262.0.T24 To receive any declarations of interest on items included on this agenda**

Councillor Keen declared an interest in item 272.0.T24 relating to the Morland Hub.

**263.0.T24 Election of Deputy Mayor for the ensuing year and to receive the declaration of acceptance**

**Resolved** that Councillor Roger Keen be elected as Deputy Mayor. The declaration of acceptance of office was signed.



**264.0.T24 To receive and approve the minutes of the Town Council meeting held on 2<sup>nd</sup> April 2024**

The minutes of the previous meeting of the Town Council, held on 2<sup>nd</sup> April 2024, were presented by the Mayor.

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

**265.0.T24 Matters arising from previous minutes**

The CCTV contribution will be within budget this year.

**266.0.T24 To receive and approve the minutes of the Town Improvements meeting held on 25<sup>th</sup> March 2024**

Councillor Warren had resigned from the Council recently and was thanked for his hard work.

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

**267.0.T24 To receive the outgoing Mayor's report**

Councillor Millard read out the following statement "Recently I have attended two local events. I thoroughly enjoyed the Choral Society Concert and of course my first ride on a Harley Davidson motorbike!

I also went to visit the new premises of ESS CIO in Langport and we discussed how they could bring their services to Highbridge. I also attended a seminar on funding opportunities for Town Councils run by SALC. I attended the LCN meeting in Puriton which I am pleased to say featured presentations from our 2 local community hubs; the Waffle Hub and Morland Community Hub. They were excellent role models for other parishes to show how to listen to the community and then find ways of supporting them. I also recently attended the LCN Focus Group for Youth. We are working to find a way of engaging with our young people. We are in discussions with In Charleys Memory, King Alfreds School and Barnardos.

On Friday the Highbridge Councillors and myself met with Dan Pearce the Senior Mentor for Accessibility for GWR at Highbridge Station. We walked the route people with mobility problems have to take to get from one platform to the other. It raised many concerns including lack of signage, no crossing, uneven footpath and overgrown vegetation. It is also a 400 metre walk. We now know that Somerset Council have responsibility for the footbridge adjacent to the road bridge and the surface of the road bridge. It is Network Rail's responsibility to look after the road bridge structure. We raised concerns about possible movement of the road creating serious bumps going over the bridge.



Dan is now going to arrange a meeting between ourselves, Network Rail and Somerset Council. We stressed the importance of collaboration to ensure cohesive working.

I would like to thank the officers and my councillor colleague for their support over the last 2 years. It has been a privilege to serve our towns.”

**268.0.T24 To receive any reports from Somerset Councillors**

Somerset Councillor Clayton will circulate a report in due course.

**269.0.T24 To receive minutes of previous committee meeting**

Planning Committee - 3<sup>rd</sup> and 24<sup>th</sup> April

No questions were raised.

Princess Management Committee - 4<sup>th</sup> April

No questions were raised.

Finance and Resources Committee - 29<sup>th</sup> April

The floral displays and CADs grants were discussed at the meeting.

No questions were raised.

**270.0.T24 To receive list of payments up to 6<sup>th</sup> May 2024**

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

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

There were no reports.

**272.0.T24 To ratify the CIL expenditure and agree further expenditure**

**Resolved** that the expenditure of £2,011.97 is ratified.

**Resolved** that a bench can be purchased for installation on the Poplar Estate at a maximum cost of £700.

**273.0.T24 To receive Working Group update reports**

- **Better BOS** – An open day was held at the end of April and approximately 30 people attended. For those who were unable to attend the information is now available on the Better BOS website and all are encouraged to give feedback and any new ideas would be welcome.

**274.0.T.24 To review and adopt the updated committee structure and terms of reference for the Committees of the Council**



**Resolved** that the updated committee structure and terms of reference for the Committees of the Council are approved.

A new calendar of dates will be made available; however, the Asset & Amenities Committee will be held on the dates agreed for the Princess Management Committee.

**275.0.T.24 To appoint membership to the Committees of the Council for the civic year 2024/25**

**Resolved** that the following Committee Membership was approved for the 2024/25 civic year;

			<b>TOTAL</b>
<b>Finance &amp; Governance</b>	Ganesh Gudka	Mike Facey	9
	Mike Murphy	Peter Clayton	
	Barbara Vickers	Cath Searing	
	Alasdair Elrick	Roger Keen	
	Alan Matthews		
<b>HR Sub-Committee</b>	Lesley Millard	Mike Facey	7
	Ganesh Gudka	Peter Clayton	
	Barbara Vickers	Alan Matthews	
	Roger Keen		
<b>Asset and Amenities</b>	Lesley Millard	Peter Clayton	10
	Ganesh Gudka	Paul Wynn	
	Mike Murphy	Mike Facey	
	Ross Baker	Cath Searing	
	Ben Metcalfe	Julie Flurry	
<b>Planning</b>	Barbara Vickers	Peter Clayton	8
	Ross Baker	Julie Flurry	
	Lesley Millard	Paul Wynn	
	Ben Metcalfe	Alistair Hendry	

**276.0.T24 To elect Chairs and Vice Chairs of Committees of the Council for the civic year 2024/25**

It was noted that Vice-Chairs are not normally appointed at a Council meeting, however, as the new structure was being discussed it was agreed this would be the sensible option.

**Resolved** that the Committee Chairs and Vice Chairs of the Council Committees are elected as follows for the 2024/25 civic year;



**Finance and Governance Committee**

Chairman    Councillor Gudka  
Vice Chairman                                      Councillor Matthews

**HR Sub-Committee**

Chairman    Councillor Facey  
Vice Chairman                                      Councillor Keen

**Asset and Amenities Committee**

Chairman    Councillor Clayton  
Vice Chair    Councillor Millard

**Planning Committee**

Chairman    Councillor Hendry  
Vice Chair    Councillor Vickers

**277.0.T.24 To appoint members to outside bodies for the ensuing year**

**Resolved** that the following appointments on outside bodies be made;

NALC Coastal Community Network	Councillor Clayton
Highbridge Festival of Art	Councillors Keen and Millard
Somerset Association of Local Councils	Councillor Gudka and Town Clerk
Town Twinning- Fritzlal Germany	Councillor Perry
Highbridge Community Hall Management Committee	Councillors Murphy and Hendry
BAY Centre	Councillor Searing
Sedgemoor Community Partnership (Morland Hall)	Councillor Millard
Sea Cadet Corp	Councillor Matthews
Air Training Corp	Councillor Millard
Burnham Chamber of Trade	Councillor Perry
Burnham & Highbridge Abbeyfield Society	Councillor Millard
Rural Services Network	Councillor Millard
Seed Consortium	Councillor Keen

Signed by Chair..... Date.....



BiARS Management Committee	Councillor Keen
Burnham and Highbridge Community Association	Councillor Gudka
Better BOS	Councillor Gudka and Councillor Murphy as Deputy
Local Community Network	Councillor Millard and Councillor Flurry as Deputy

Appointments to the Friends of Princess Group, Bus Group, Hinckley Point Community Forum are no longer required.

**278.0.T24 To appoint members to the following ongoing working groups;**

**Resolved** that the Working Group members were appointed as follows;

- Climate and Ecology – Councillors Millard, Gudka, Flurry and Vickers.
- Highbridge Regeneration – All Highbridge Town Councillors and Councillor Millard.
- Princess Theatre Review – Councillors Perry, Vickers, Clayton, Metcalfe, Millard and Matthews.
- Homelessness – Councillors Baker, Vickers and Metcalfe.
- Growing Group – Councillors Perry, Millard, Wynn and Metcalfe.

**279.0.T.24 To ratify the Planning Committee's response to the accelerated planning system consultation**

The response was circulated to members for comments, before being submitted.

**Resolved** that the response be approved.

**280.0.T24 To review and adopt updated Complaints Procedure**

**Resolved** that the updated Complaints Procedure is adopted.

**281.0.T24 To review and adopt updated Standing Orders**

**Resolved** that the updated Standing Orders are adopted

**282.0.T24 To review and adopt updated Financial Regulations**

**Resolved** that the updated Financial Regulations are adopted.

**283.0.T24 To agree to cancel councillor drop-in sessions**

The first few sessions were well attended, however, it is not a successful way of engaging with residents. The Mayor thanked Councillors Millard, Vickers, Searing and Keen for attending the sessions.



**Resolved** that the councillor drop-in sessions are cancelled.

**284.0.T24 Date of next meeting**

**Resolved:** The next meeting of the Town Council is scheduled for 25<sup>th</sup> June 2024 at 7 pm

**285.0.T24 Resolved** to exclude members of the press and public as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted Public Bodies (Admission to Meetings) Act 1960

(Councillor Elrick left the meeting at this juncture)

**286.0.T24 Play area equipment contract**

The Town Clerk gave an update following the decision made at the last meeting.

**Resolved** that the Town Clerk makes a request to the CIM funders for monies be redirected to other improvements on the seafront.