

Minutes of a meeting of the Town Council held on 17th September 2024 at the Morland Hub, Pearce Drive, Highbridge at 7 pm

Present: Councillors S. Perry (Chair), P. Clayton, M. Facey, A. Hendry, R. Keen, A. Matthews, B. Metcalfe, L. Millard, M. Murphy, K. Pearce, B. Vickers

In attendance: Ten members of the public and two Mayor's Cadets

Public Participation: A member of the public spoke regarding the drains in the High Street that are blocked and causing flooding. Somerset Highways should be clearing vegetation from gutters and drains.

The Mayor confirm that this had been raised with Somerset Council and a reply was received stating that drains are cleared out on a reactive basis and some work has been scheduled in this area. The Mayor will follow this up.

339.0.T24 Apologies for absence

Apologies were received from Councillors Baker, Barber, Flurry, Gudka, Searing and Wynn.

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

There were no declarations of interests.

341.0.T24 Appointment of the Mayor's Cadets for the ensuing year

The Mayor welcomed Cadet Holderness and Able Cadet Harvey. Both had been nominated by Commanding Officers for their hard work. The Cadets will accompany the Mayor at Civic events. The Cadets are Ambassadors for their organisations and representatives for the young people of the towns.

The Mayor presented the Cadets with certificates and Mayor Cadet badges.

(Seven members of the public and the two Mayor's Cadets left the meeting at this juncture).

342.0.T24 To receive and approve the minutes of the Town Council meeting held on 5th August 2024

The minutes of the previous meeting of the Town Council, held on 5th August 2024, were presented by the Mayor.

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



343.0.T24 Matters arising from previous minutes

The order had been placed for the replacement CCTV cameras, which has a lead time of 3 months. The High Street camera has been upgraded.

The SEED Art Project is going ahead and a £500 contribution has been made by the Council. Promotional material is awaited.

344.0.T24 To receive Mayors report

Councillor Perry read out the following statement;

“I attended a meeting on 21st August to discuss the establishment of a banking hub in Burnham, which will be discussed later in the agenda.

On 23rd August, I was invited to open the new Weston Hospice Care Shop in Burnham High St.. A great deal of hard work was undertaken to ensure the shop was ready to open on time. The charity supports those living with cancer and other life-limiting illnesses and their families throughout the local area, including Burnham and Highbridge. I was pleased to meet with some of their trustees and fund raising staff both before and after this event to learn of all the valuable work they undertake in our area.

The Emergency Services Day was held on 25th August and I was very pleased to be invited to attend. It was a tremendous display of all the emergency services that work so hard to keep us safe and respond to us in our times of greatest need. Many of these organisations rely on volunteers and we are very fortunate to have so many people who are willing to give freely of their time and skills to help us. Congratulations to all those who organised a wonderful day for all those who visited and thank you to all volunteers.

On 3rd September Deputy Mayor and I attended one of the regular Morland Estate Walk About. This was a good opportunity to speak to residents and discuss their concerns and I would like to encourage other councillors, particularly those for Highbridge, to attend these walkabouts if they can.

Finally, I attended the BARB AGM on 4th September, to hear of the activities they have undertaken over the past year, the incidents they have attended and their plans for next year. Again, an enormous amount of work is done by this organisation for the benefit of all those who visit our town. Thank you to them all”.

Councillor Keen officially opened the Highbridge McDonalds last week.

The 2023/24 Audit has now been completed and the completion notice has been published. No issues were raised.



345.0.T24 To receive report from the Police

The circulated data report was noted. A query was raised regarding the difference between burglary and robbery. It was explained that robbery relates to an individual and burglary relates to property.

346.0.T24 To receive any reports from Somerset Councillors

No queries were raised on the circulated report.

347.0.T24 To receive minutes of previous committee meetings

Planning Committee - 14th August 2024 and 28th August 2024

No questions were raised.

Finance & Governance Committee - 27th August 2024

No questions were raised.

348.0.T24 To receive list of payments up to 8th September 2024

The attached list of payments was received and noted. The new Deputy Mayor's pendant had arrived.

349.0.T24 To receive Town Council Accounts for month of August 2024

The accounts for August were received. A query was raised regarding the cost of watering of the floral displays. It was confirmed this had been approved by Council previously. The Devolution Working Group are looking into options going forward.

350.0.T24 To approve the bank reconciliation for August 2024

Resolved that the bank reconciliation was approved and signed by the Mayor.

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

A written report from Councillor Keen regarding a SEED meeting was circulated with the agenda.

Councillor Clayton advised he had attended an LCN Highways meeting the previous day. All parishes are frustrated with the lack of information being provided by Somerset Council regarding what work will/will not be carried out next year, which will cause difficulties when setting Precepts. A copy of the Highways Maintenance Programme is available for Councillors to view.

352.0.T24 To receive Working Group update reports

- Better BOS – the group is now constituted as a CIC. A meeting took place on 15th August and they are pushing forward with the three main project streams. The next meeting is scheduled for 26th



September. Future reports will now be provided under outside bodies.

Written reports had been received and circulated for the following;

- Climate and Ecology
- Highbridge Regeneration
- Devolution
- Banking Hub

There was no update from Homelessness Working Group.

353.0.T24 To consider the Highbridge Regeneration Working Group report

Councillor Millard presented the report and explained that one of the reasons it has been decided to split the action plan, is due to the delays with the Council decision making process.

A very lengthy discussion took place and several queries were raised.

(one member of the public left the meeting during this item)

Resolved that Councillors Metcalfe, Vickers, Millard, Murphy, Hendry, Keen and Pearce and the Town Clerk meet to review the proposals and the implications on the Town Council and produce terms of reference for the proposed Working Group for consideration at the next Council meeting.

354.0.T24 To consider supporting The Waffle Hub's attempts to establish community banking provision, whilst still pursuing the idea of a Banking Hub in Burnham-on-Sea

Resolved that the Council confirms its support for The Waffle Hub's attempts to establish community banking provision and that the Council continues to pursue the idea of a Banking Hub.

355.0.T24 To consider response to correspondence received

335.1 To consider a request from Citizens Advice Somerset for support for HPC mitigation funding bid

Resolved that the Council sends a letter of support for the funding bid.

355.2 To consider a response to the Somerset Homelessness Strategy Consultation

Resolved that Councillors should respond individually.



355.3 To consider Twinning request with Roche-la-Molière, France

Resolved that on this occasion and due to other twinning links, the request would be declined.

355.4 To receive invitation to the annual Somerset Armed Forces Partnership Conference on Wednesday 23rd October, at The Canalside Centre, Marsh Lane, Bridgwater and to appoint a councillor to attend

Resolved that Councillors Keen and Metcalfe will attend the conference on behalf of the Council.

355.5 To consider participating in the Energy Learning Network

Resolved that the Council submits an expression of interest and that Councillor Metcalfe is appointed as the lead councillor.

355.6 To receive invitation to the first meeting of the Gravity Local Community Forum (LCF) and appoint a representative to the forum

The first meeting has been postponed.

Resolved that Councillor Clayton be appointed as the Council representative and Councillor Metcalfe as the deputy.

356.0.T24 To review the Strategic Plan

The document and proposed changes were considered.

Resolved that the updated Strategic Plan is approved.

357.0.T24 To consider the recommendation from the Finance & Governance Committee for the release of £2,432 for the purchase of a Speed Indicator Device (SID) for Highbridge from the Community Infrastructure Levy (CIL)

Resolved that the Council approves CIL expenditure of £2,432 for the purchase of a speed indicator device for use in Highbridge.

358.0.T24 To consider a recommendation from the Finance & Governance Committee for the release of £667 for the purchase of a replacement bench for near Alpha House in Highbridge from the Community Infrastructure Levy (CIL)

Resolved that the Council approves CIL expenditure of £667 for the purchase of a replacement bench for near Alpha House in Highbridge.



359.0.T24 To consider a recommendation from the Planning Committee in response to the proposed reforms to the National Planning Policy Framework and other changes to the planning system consultation

(Councillor Metcalfe left the meeting during this item)

The Planning Committee Chairman explained that the benefits of responding to the very complex document were very minimal compared to the work and time required. This is a fluid document and changes regularly.

Resolved that the Council does not respond.

360.0.T24 To appoint one Councillor on to the Planning Committee

(Councillor Metcalfe re-joined the meeting at this juncture)

Councillor Millard is stepping down from the Planning Committee and was thanked for her work.

Resolved that Councillor Pearce is appointed onto the Planning Committee.

361.0.T24 Date of next meeting

The next meeting of the Town Council is scheduled for 28th October 2024 at 7 pm.

362.0.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

363.0.T24 To receive staffing report

The report was presented by the Devolution Working Group Chairman.

Resolved that the expenditure of up to £6,500 + VAT is released from the HR contingency earmarked reserve for a review to be undertaken for the devolution of services to be progressed.

DATE OF INVOICE	SUPPLIER	INVOICE NUMBER	DESCRIPTION	NET	VAT	GROSS	
29/08/2024	Cater Kwik Ltd	30409	new drinks fridge - Princess	£479.99	£96.00	£575.99	pd 04/09/24
27/06/2024	Toolstation	XWW692838684	boots - workwear	£41.20	-£0.36	£40.84	
16/07/2024	Spansec Security		269313 Acoustic door closer battery - Princess	£56.00	£11.20	£67.20	
29/07/2024	G Williams of Edington	INV-17937	repairs to Cemeteries equipment	£260.34	£52.07	£312.41	
02/08/2024	Cool It Refrigeration Ltd	INV-39114	repairs to LEC Bottle Cooler - Princess	£50.00	£10.00	£60.00	
08/08/2024	Bright	24-1139	drapes - stage legs, stage borders - Princess	£1,261.64	£252.33	£1,513.97	
09/08/2024	Otis	24048076U4	lift repairs	£1,680.00	£336.00	£2,016.00	
14/08/2024	Rhino Fire Control Ltd		43192 installation of fire extinguishers	£305.06	£61.01	£366.07	
15/08/2024	Screwfix		1527981460 dust pan & brush	£5.83	£1.16	£6.99	
16/08/2024	My Skills for Life Ltd		4184 Fire Safety & Manual Handling training			£700.00	
18/08/2024	Mynett Electrical		127719 Kitchen extract hood lights - Princess	£123.09	£24.62	£147.71	
18/08/2024	Mynett Electrical		127720 Green room electrical alterations - Princess	£223.71	£44.74	£268.45	
18/08/2024	Mynett Electrical		127721 Additional kitchen sockets - Princess	£94.03	£18.81	£112.84	
19/08/2024	Bravo		897 technician - August 2024	£1,376.00	£275.20	£1,651.20	
19/08/2024	JRB Enterprise Ltd		27410 dog glove dispenser	£108.55	£21.71	£130.26	
20/08/2024	GWilliamsofEdington Ltd	INV-17998	repairs to Cemeteries equipment	£127.25	£25.45	£152.70	
21/08/2024	Seed Sedgmoor	INV-0037	Contribution towards Art Road Trip			£500.00	
22/08/2024	Cabaret Café Bar		20607 refreshments - floristry senior event			£105.00	
22/08/2024	M5 Textiles Ltd	00028966	uniform	£30.80	£6.16	£36.96	
23/08/2024	Screwfix		1530494842 dorguard fire door retainer red	£181.65	£36.33	£217.98	
23/08/2024	Spansec Security		269492 12V battery - TC	£55.00	£11.00	£66.00	
28/08/2024	Spansec Security		269495 Battery 17AH 12V x 2	£97.10	£19.42	£116.52	
28/08/2024	Exe Valley Maintenance Services	13-2024	watering of hanging baskets & esplanade flowerbeds	£4,340.00	£868.00	£5,208.00	
28/08/2024	Proper Job	Z0009T03-1528568	Green room grouting supplies	£12.19	£2.44	£14.63	
29/08/2024	SALC		1138 additional NALC affiliation fee 24/25			£1,048.95	
30/08/2024	GH Tyres	20427-15	wheelbarrow tyre repair - Cemeteries	£7.50	£1.50	£9.00	
30/08/2024	Proper Job	Z0009T03-1529138	white vinegar	£2.15	£0.43	£2.58	
31/08/2024	Lyreco		6723892436 stationery	£114.54	£22.91	£137.45	
31/08/2024	Biffa	308C79765	waste collection - PT	£249.93	£49.99	£299.92	
01/09/2024	Sansum	INV-12199	Cleaning - TC	£289.94	£57.99	£347.93	
01/09/2024	Business Waste	P1474995	Waste collection - Cemeteries	£35.00	£7.00	£42.00	
01/09/2024	Business Waste	P1475142	Waste collection - Cemeteries & TC	£93.76	£18.76	£112.52	
02/09/2024	KJ Cleaning	PrincessT0014	Cleaning -Princess Aug 24			£540.00	
02/09/2024	Thomas Fattorini Ltd	I290464	Deputy Mayors pendant	£1,696.95	£339.39	£2,036.34	approved overspend
03/09/2024	Iris	INV-ISL-0611246	payroll services	£112.61	£22.52	£135.13	
05/09/2024	T Machin	05.09.24	art sales settlement			£326.80	
05/09/2024	Amazon	INV-GB-136300641-2024-16270	vehicle fire extinguisher	£20.79	£4.16	£24.95	

05/09/2024 Amazon	INV-GB-1933947595-2024-82	2 x memorial vases	£13.32	£2.66	£15.98
05/09/2024 T Machin	05.09.24	art sales settlement			£68.40
06/09/2024 Amazon	INV-GB-130256571-2024-4310	fuel spill kit	£23.67	£4.73	£28.40
08/09/2024 Microshade	19779	IT Services	£936.16	£187.23	£1,123.39
Somerset Council		Aug-24 pension payment			£8,526.20
					<u>£29,213.66</u>