

**Minutes of a meeting of the Town Council held on 28th October 2024
in the Council Chamber, The Old Courthouse, Jaycroft Road,
Burnham-on-Sea at 7 pm**

Present: Councillors S. Perry (Chair), R. Baker, P. Clayton, M. Facey, J. Flurry, G. Gudka, A. Hendry, R. Keen, A. Matthews, B. Metcalfe, L. Millard, M. Murphy, K. Pearce, C. Searing, B. Vickers, P. Wynn

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

Public Participation:

A request was made that the bushes are cut back on Station Approach.

364.0.T24 Apologies for absence

Apologies were received from Councillor Barber. Councillor Pearce would be joining the meeting later.

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

Councillor Keen declared an interest in items 380.4 regarding the Morland Hub and 381 regarding the Highbridge Community Centre.

366.0.T24 A presentation by the Chair of the Burnham LCN

(1 member of the public joined the meeting during this item)

The Chair of the Burnham LCN, Parish Councillor Bray, addressed the Council regarding the LCN and in particular the young persons' working group.

The LCN would like to undertake a Community Needs Assessment relating to young persons and asked that Councillors speak to the community and return any comments to the Town Clerk before the end of November. If there is a common theme, the LCN will look to SALC for funding.

Councillors were given the opportunity to raise questions which were answered.

(1 member of the public left the meeting at this juncture)

367.0.T24 To receive and approve the minutes of the Town Council meeting held on 17th September 2024

The minutes of the previous meeting of the Town Council, held on 17th September 2024, were presented by the Mayor.



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

368.0.T24 Matters arising from previous minutes

There were no matters arising.

369.0.T24 To receive Mayor's report

Councillor Perry read out the following statement;

"I would like to begin by extending my thanks to Alasdair Elrick, who until recently, represented Burnham Central on the Town Council. Alasdair has decided to resign his position as councillor for personal reasons. We wish him well. This leaves a vacancy on the Town Council. An election will be held in due course.

At the end of September, I attended the Axbridge Blackberry Carnival. A civic event was held by the Mayor of Axbridge to celebrate the 50th anniversary of Axbridge Town Council. It was a great opportunity to meet with the Mayors of other towns in Somerset and share our experiences.

The Deputy Mayor and I visited Berrow School on 24th September to talk with the new Head Teacher and see the improvements made to the school, both inside and outside the buildings. We were impressed with the use of outside space and their plans to make this available to the community and other schools in the area.

Over the last month, I have also attended the AGMs of the following organisations: Fritslar Twinning Association, the Sea Cadets and the Burnham-on-Sea Chamber of Trade. A report on these meetings is included in the agenda papers.

On the 8th October, I had the pleasure of attending the South West in Bloom presentations in Bath. I am pleased to report that a Silver Gilt award was made to Burnham-on-Sea. I thought this was a great achievement, given the difficulties we have encountered over the past year. It would not have been possible without the hard work of members of the Growing Group and Dave Perrett and Jo Brown of Burnham and District in Bloom. The Growing Group is very proud of this award and remains enthusiastic in its commitment to improving the towns' flower beds.

What was interesting at the presentation was that larger towns who had been awarded Gold had a combination of large workforces employed by councils or sub-contractors engaged by councils, working with dedicated teams of volunteers. I think that we have done very well this year with our small group of volunteers and I want to publicly thank them for all that they do.

On 11th October, I met with Dan Milford, Head Teacher of King Alfred's school. We discussed a range of topics, such as his initiative to



establish community breakfasts to bring together different stakeholders in the town, and the links between school council and the Town Council and engaging young people in local issues.

On the third Thursday of every month, St Andrews Church holds an inclusive and Dementia Friendly Service, with familiar prayers and songs for those attending. I was very pleased to be invited along to their 7th anniversary of holding these services and it was a very happy event.

On 23rd October, the Banking Hub Working Group met to discuss the recent reassessment of Burnham's provision of bank services, given that Lloyds is still planning to close its branch in November. The reassessment concluded that, as a minimum, the town should have access to a cash deposit service. Contact has been made with LINK to ask some important questions relating to the reassessment such as:

1. What has Lloyd's response been to the reassessment and does it mean that the proposed closure date will be postponed until the provision of cash access services have been put in place?
2. Does the assessment mean that we are a more viable location for a Banking Hub?
3. What are our next steps and who is responsible for making this happen?
4. What is the timeframe for developments?

I have made contact with the Public Relations Manager at LINK and await his response.

A meeting on Friday 25th October was held with a number of local residents to discuss the issue of travellers. We discussed the possibility of creating a bund around the playing fields at Cassis Close and certain actions were agreed. Thanks to Councillor Searing for organising the meeting and agreeing to take forward these actions."

370.0.T24 To receive any reports from Somerset Councillors

No queries were raised on the circulated report.

371.0.T24 To receive minutes of previous committee meetings

Planning Committee - 18th September 2024 and 9th October 2024

No questions were raised.

Assets & Amenities Committee - 24th September

Councillor Murphy confirmed he had given his apologies for the meeting.

(Councillor Pearce joined the meeting at this juncture)

No questions were raised.



Finance & Governance Committee - 30th September 2024

No questions were raised.

372.0.T24 To receive list of payments up to 30th September 2024

The attached list of payments was received and noted.

373.0.T24 To receive Town Council Accounts for month of September 2024

The accounts for September were received and no queries raised.

374.0.T24 To approve the bank reconciliation for September 2024

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

375.0.T24 To agree release from earmarked reserves

Resolved that £479.99 is allocated from EMR 343 to cover the cost of the drinks fridge.

376.0.T24 Update on Community Infrastructure Levy (CIL) income and expenditure

A query was raised regarding £1 listed and this will be allocated when the next allocation is made. Agenda items being considered later in the meeting, if approved, will reduce the funds. Going forward a more strategic approach needs to be considered for expenditure.

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

The circulated reports were noted.

378.0.T24 To receive Working Group update reports

Written reports had been received and circulated for the following;

- Climate and Ecology
- Devolution
- Banking Hub – Further information following the meeting held on 23rd October. The group had considered the reassessment of provision of services undertaken by Link, which advised that as a minimum, a cash deposit service is required. Questions have been submitted to Link and a response is awaited.
- Princess Review
- Homelessness and agree actions – **Resolved** that the Council sends a letter of support for the Waffle Hub to lease the former SS&L building. **Resolved** that Councillor Vickers is appointed as the Council's representative on the Waffle Hub Committee.

The reports were noted.



379.0.T24 To consider the continuation of council meetings being held at The Morland Hub

A lengthy discussion took place and reasons for and against holding meetings at the Morland Hub were raised and considered.

Resolved that Council meetings would no longer be held at the Morland Hub. The Annual Towns' meeting will continue to be held in Highbridge on alternative years.

380.0.T24 To consider response to correspondence received

380.1 To consider correspondence received from SEED requesting financial support

Resolved that the Council agrees to the projects in principle, although funding options will need to be considered therefore the Council is unable to commit until further into the budget process.

380.2 To appoint a Councillor to attend future meetings of the Community Breakfast held at The King Alfred School Academy (outside body)

Resolved that Councillor Perry is appointed as the Council's representative at the Community Breakfast meetings.

380.3 To consider attendance at the Somerset Prepared Community Resilience Day on Wednesday 6th November 2024 9.45am-4pm at Bridgwater and Albion Rugby Football Club

Councillor Perry agreed to attend the event on behalf of the Council.

380.4 To consider request from the Morland Hub for Community Infrastructure Levy (CIL) funding to refurbish the garden area and to erect a garden room for additional hiring use and enhancement of community garden.

(Councillor Keen left the meeting at this juncture)

A Community Organiser attended the meeting and gave an overview of the project, the benefits of improving the outside space and answered questions raised by the Councillors.

Some Councillors raised concerns about the timing of the project, considering a planning application has been submitted for the main building to be knocked down and rebuilt.

Councillor Hendry made a proposal, which he then withdrew before it was seconded.



Resolved that the request is declined at this time and can be considered again after the building has been redeveloped or if that does not go ahead. The costings would need to be considered in detail.

(One member of the public left the meeting at this juncture)

381.0.T24 To consider the recommendation by the Finance & Governance Committee to release £1,000 CIL funds towards the purchase of CCTV at the Highbridge Community Hall

Resolved that the recommendation is approved and £1,000 is allocated to the Highbridge Community Hall for CCTV from CIL funds.

382.0.T24 To consider the recommendation by the Finance & Governance Committee to release £1,500 CIL funds towards the costs of new safety railings at Burnham BMX Club

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

Resolved that the recommendation is approved and £1,500 is allocated from the CIL funds for the BMX Club to install safety railings.

383.0.T24 To appoint a councillor onto the Finance & Governance Committee

Resolved that Councillor Pearce is appointed onto the Finance and Governance Committee.

384.0.T24 To consider recommendations from the Devolution Working Group on services to be devolved from Somerset Council

Councillor Facey, as Chairman of the Devolution Working Group, gave an overview of the circulated report and the difficulties that have been incurred with the process.

The public convenience provision will not be provided by Somerset Council next year.

The Growing Group were thanked for their work on this year's floral displays. It was noted that it is a good opportunity for the Town Council to make decisions, including sustainable planting.

A concern was raised that the Apex Park was not going to be transferred. It was reiterated that Somerset Council have confirmed the site will continue to be maintained at the current standard and Somerset Council will liaise with the Town Council in the future if service provision changes. The Crosses Penn Community Sports Trust are negotiating a lease for the MUGA.

Each of the recommendations were considered and voted on separately.



Resolved that the Council enters into a 25 year lease with a 2 year break clause, for the management and maintenance of the South Esplanade, Oxford Street Car Park, Crosses Penn and Apex Park public conveniences from 1st April 2025 and includes the financial provision during the budget process.

That the Town Council actively seeks to provide alternative public convenience provision in Highbridge.

The Council delegates to the Town Clerk, in consultation with Devolution Working Group, to negotiate and agree the terms of the lease and to be signed off by the Finance and Governance Committee. The Clerk also be delegated to authorise professional services expenditure required for the efficient transfer of the service.

Resolved that the Town Council takes over the maintenance of the floral displays, as soon as the lease/licence can be agreed. Sustainable planting will be provided where possible. The Council will continue to work with other stakeholders and within the allocated budget agreed by Council, whilst obtaining sponsorship where possible.

Resolved that the Town Council negotiates terms with Somerset Council to take on responsibility for the play areas on Somerset Council land in 2025/26, with the exception of Apex Park that will be considered at a future date.

The Council delegates to the Town Clerk, in consultation with the Devolution Working Group, to negotiate and agree the terms of the lease/land transfer and to be signed off by the Finance and Governance Committee. The Clerk also be delegated to authorise professional services expenditure required for the efficient transfer of the service.

Resolved that enhanced highway maintenance services may be required and that the Town Council considers allocating a budget during the budget setting process.

The Town Clerk and team and Councillor Facey were thanked for their work on the devolution of services.

385.0.T24 To approve amendments to Strategic Plan relating to Highbridge Regeneration. Appoint members onto the Highbridge Regeneration Working Group and approve the new Working Group's Terms of Reference

Councillor Metcalfe gave an overview of the proposals and reasons for the recommendations.

Resolved that the circulated amendments to the Strategic Plan relating to the Highbridge Regeneration are approved.



Resolved that the circulated terms of reference for the Working Group are approved.

Resolved that Councillors Metcalfe, Pearce, Hendry, Keen, Vickers and Murphy are appointed onto the new Highbridge Regeneration Working Group.

386.0.T24 To request permission from Somerset Council to prepare the flowerbeds in Marine Cove and for the Council to approve the appropriate expenditure.

Resolved that the Town Council seeks permission from Somerset Council to prepare the flowerbeds in Marine Cove and £300 is allocated for the works to be undertaken.

387.0.T24 To discuss Town Council's participation in VE Day 80 on 8th May 2025

Organisations in the towns were contacted and the Council was only advised that a coffee morning is being held at Burnham Community Centre.

The Town Council will light the beacon and raise the flag. An event will also be held at the Princess Theatre.

It was suggested that a recording for prosperity is considered.

388.0.T24 Date of next meeting

The next meeting of the Town Council is scheduled for 10th December 2024 at 7 pm

DATE OF INVOICE	SUPPLIER	INVOICE NUMBER	DESCRIPTION	NET	VAT	GROSS	
10/06/2024	Sanders		107107 60 x Alpines 9cm	£150.00	£30.00	£180.00	do not pay
28/08/2024	Spansec Security		269498 emergency lighting battery replace - PT	£73.70	£14.74	£88.44	pd 04/10/24
29/08/2024	Arien Signs	SI-154	Civic board lettering	£20.00	£4.00	£24.00	pd 04/10/24
18/09/2024	Bridgwater Mowers	095619	strimmer cord replacements	£89.07	£17.81	£106.88	pd 04/10/24
18/09/2024	Glasdon	SI894541	Seating anchor kit	£662.89	£132.58	£795.47	pd 04/10/24
18/09/2024	Glasdon	SI894542	Seating anchor kit	£662.89	£132.58	£795.47	pd 04/10/24
19/09/2024	Teleshore UK Ltd		44649 PUWER inspection shoring equipment	£325.00	£65.00	£390.00	pd 04/10/24
19/09/2024	Teleshore UK Ltd		44650 replacement parts - shoring equipment	£292.52	£58.50	£351.02	pd 04/10/24
20/09/2024	Business Waste	P1491382	waste collection - TC	£11.88	£2.38	£14.26	do not pay
20/09/2024	T Machin	20.09.24	art sales settlement			£98.80	pd 04/10/24
22/09/2024	EcoStar Dangerous Goods Training		2459 Drivers online course- Rangers	£110.00	£22.00	£132.00	pd 04/10/24
23/09/2024	Elancity	SAJ-UK/2024/01996	new SIDS device	£2,419.91	£483.98	£2,903.89	pd 04/10/24
24/09/2024	Sanders	CN107185	60 x Alpines 9cm	-£150.00	-£30.00	-£180.00	credit note
26/09/2024	Paulus The Cabaret Greek	2024-9026	Looking for Me Friend show settlement			£730.36	pd 04/10/24
08/07/2022	SALC	INV-1227	Councillor Essentials training 27.06.22			£25.00	
01/08/2022	SALC	INV-1267	Planning Applications training 04.07.22			£25.00	
01/08/2022	SALC	INV-1290	Councillor Essentials training 11.07.22			£25.00	
01/08/2022	SALC	INV-1306	Councillor Essentials training 15.07.22			£75.00	
24/10/2022	SALC	INV-1663	Councillor Essentials training 11.10.22			£25.00	
24/10/2022	SALC	INV-1719	Budget training 19.10.22			£25.00	
24/10/2022	SALC	INV-1628	Chairman training 05.09.22			£30.00	
03/02/2023	SALC	INV-2000	Councillor Essentials training 27.01.23			£15.00	
03/03/2023	SALC	INV-2060	Planning Applications training 23.02.23			£25.00	
21/08/2024	ITEC		1019485 photocopier services	£117.33	£23.46	£140.79	
18/09/2024	ITEC		1028486 photocopier services	£97.98	£19.59	£117.57	
23/09/2024	Otis	24056277/UI	lift contractual maintenance-PT	£125.13	£25.03	£150.16	
25/09/2024	Amazon	INV-GB-1850526515-2024-239	feltng craft kit	£21.31	£4.29	£25.60	
25/09/2024	Business Waste	C1492512	Waste collection - Cemeteries	-£35.00	-£7.00	-£42.00	credit note
25/09/2024	Business Waste	P1492513	Waste collection - Cemeteries	£52.50	£10.50	£63.00	only pay £21 - deduct CN above
25/09/2024	Business Waste	P1492514	Waste collection - Cemeteries	£17.50	£3.50	£21.00	
25/09/2024	On your Bike (Recycle) Ltd	INV-2584	St Josephs Primary session	£333.33	£66.67	£400.00	
25/09/2024	Purnells		127971 brochure reprint - PT			£164.00	
26/09/2024	JR Food Service Ltd		202402 ice-creams and water - PT	£251.88	£50.37	£302.25	
26/09/2024	Cabaret Café		10012 lunch for H&S trainer			£10.95	
26/09/2024	Lucy Anne Kingston-White		1 chair covers & sashes			£70.00	
27/09/2024	Screwfix		1542986028 Cemeteries - oil, string line, pegs	£49.53	£9.90	£59.43	
27/09/2024	Biffa	CN308M14099-14116	credit note x 18 for overcharges	-£188.92	-£37.80	-£226.72	credit note
28/09/2024	Amazon	133R-LTF6-WCCK	Fire extinguisher signs x 2	£6.87	£1.38	£8.25	
30/09/2024	Morland Hub	INV-0545	Hall hire			£60.00	
30/09/2024	Lyreco		6723917750 stationery & stamps	£148.33	£21.17	£169.50	
30/09/2024	Electro SW Ltd		557548 zinc plate throughbolt	£10.56	£2.11	£12.67	
30/09/2024	Amazon	GB41AA2YABEY	earphones, fire signs, pump	£43.01	£8.62	£51.63	
30/09/2024	Business Waste	P1508248	Waste collection - Cemeteries	£6.82	£1.36	£8.18	
30/09/2024	Business Waste	P1508903	Waste collection - Cemeteries	£5.28	£1.06	£6.34	

30/09/2024	Biffa	308C85020	Waste collection - Princess	£214.68	£42.94	£257.62	only £20.69 to pay - deduct 19 x CN
01/10/2024	Sansum	INV-12311	Cleaning -TC	£289.94	£57.99	£347.93	
01/10/2024	Business Waste	P1496502	Waste collection - Cemeteries & TC	£111.26	£22.26	£133.52	
01/10/2024	Business Waste	P1496985	Waste collection - Cemeteries	£35.00	£7.00	£42.00	
01/10/2024	Graham Patrick		16 Beatles complete settlement			£2,778.97	
01/10/2024	Iris	INV-ISL-0637533	payroll services	£112.61	£22.52	£135.13	
01/10/2024	ICCM		18483 Memorial Management training - TC - Cemeteries	£155.00	£31.00	£186.00	
02/10/2024	ICO	Z2930717:02cb81d2105d	GDPR annual fee			£60.00	
02/10/2024	KJ Cleaning	PrincessT0015	Cleaning - Princess			£576.00	
02/10/2024	Proper Job	Z0009T03-1537502	paint brush set & masking tape	£3.32	£0.67	£3.99	
02/10/2024	Glasdon	SI895606	Seating anchor kit	£662.89	£132.58	£795.47	
04/10/2024	T Machin	04.10.24	art sales settlement			£129.20	
04/10/2024	Spot-on-Supplies		31666459 cleaning materials - TC	£110.32	£22.06	£132.38	
07/10/2024	Biffa	CN308M14189	Waste collection - Princess	-£8.51	-£1.70	-£10.21	credit note
07/10/2024	Proper Job	Z0009T03-1539172	storage box x 8	£77.94	£15.59	£93.53	
08/10/2024	Proper Job	Z0009T02-5558126	3 x paintbrushes - PT	£3.39	£0.68	£4.07	
08/10/2024	Microshade		19889 IT services	£936.16	£187.23	£1,123.39	only pay £1,039.39 - deduct CN19779
09/10/2024	Amazon	GB41DOHTABEY	hammerite metal paint x 2	£32.88	£6.58	£39.46	
10/10/2024	Amazon	GB41D9H5ABEY	fire signs - PT	£78.78	£15.79	£94.57	
10/10/2024	Bravo		951 SENNHEISER Wireless Receiver hire	£42.66	£8.53	£51.19	
12/10/2024	TWC		124 window cleaning - PT			£48.50	
12/10/2024	Electro SW Ltd		558193 injection resin - Rangers	£4.70	£0.94	£5.64	
12/10/2024	Electro SW Ltd		558224 screwbolt drill bits - Rangers	£7.73	£1.55	£9.28	
14/10/2024	Screwfix		1548932752 pass test labels - PAT testing	£12.48	£2.50	£14.98	
16/10/2024	Amazon	INV-GB-771885965-2024-28845	safety first aid logbook	£5.12	£0.21	£5.33	
17/10/2024	Pharos Catering Equipment	006379	Gas inspection	£180.00	£36.00	£216.00	
17/10/2024	Amazon	INV-GB-156461403-2024-3232	2 channel DI box - PT	£20.61	£4.13	£24.74	
17/10/2024	Cabaret Café		10017 32 x tea, coffee & cake			£112.00	
18/10/2024	Screwfix		1550661507 ceramic tap glands x 2	£4.73	£0.95	£5.68	
20/10/2024	Amazon	GB41ETDAABEY	safety signs x 2	£9.14	£1.84	£10.98	
	Somerset Council		Oct-24 pension payment			£8,280.63	
	Masons Funeral Directors	BC530	duplicate payment returned			£220.00	
	CAB	September grants	Grant authorised @ F&G 30.09.24			£2,700.00	
	Our Highbridge	Christmas lights switch on event	Authorised @ F&G 30.09.24			£1,679.00	
	Burnham Chamber of Trade	Christmas lights switch on event	Authorised @ F&G 27.08.24			£3,881.00	
	Air Cadets	September grants	Grant authorised @ F&G 30.09.24			£283.00	
	Berrow School	September grants	Grant authorised @ F&G 30.09.24			£500.00	
	Burnham Allotments Association	September grants	Grant authorised @ F&G 30.09.24			£500.00	
	Monarchs Gymnastics	September grants	Grant authorised @ F&G 30.09.24			£500.00	
	Forge Rhyne Allotments	September grants	Grant authorised @ F&G 30.09.24			£700.00	
	Burnham & Highbridge Choral Society	September grants	Grant authorised @ F&G 30.09.24			£250.00	
	Pride-on-Sea	September grants	Grant authorised @ F&G 30.09.24			£1,000.00	
	Somewhere House	September grants	Grant authorised @ F&G 30.09.24			£500.00	
	Somerset Youth Theatre	September grants	Grant authorised @ F&G 30.09.24			£750.00	

£37,444.16