



The Old Courthouse,
Jaycroft Road,
Burnham on Sea,
TA8 1LE

25th February 2025

To: All Members of the Town Council

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the **TOWN COUNCIL** to be held on **4th March 2025** in the Council Chamber, Old Courthouse, Jaycroft Road, TA8 1LE at **7.00 pm** for the purpose of transacting the business set out in the agenda below.

All members of the public are welcome to attend.

Building doors will be open at 6:45pm

A handwritten signature in black ink, appearing to be "K Noble", written on a light blue background.

Katherine Noble
Town Clerk

Please contact the Town Council reception (01278 788088) if you need further information on this agenda.

Members of the Burnham and Highbridge Town Council

Councillor R. Baker
Councillor P. Clayton
Councillor J. Flurry
Councillor A. Hendry
Councillor A. Matthews
Councillor L. Millard
Councillor K. Pearce
Councillor C. Searing
Councillor P. Wynn

Councillor S. Barber
Councillor M. Facey
Councillor G. Gudka
Councillor R. Keen
Councillor B. Metcalfe
Councillor M. Murphy
Councillor S. Perry (Chair)
Councillor B. Vickers

Public participation

A public participation session will now be held before the meeting starts. Anyone wishing to speak on any matters is encouraged to give notice of the request and subject matter to the Town Clerk no later than midday on the last working day prior to the meeting. Public participation shall be restricted to the public participation session, unless directed otherwise by the Chair. In accordance with standing orders the public participation time will not exceed 15 minutes in total with no individual speaker exceeding 3 minutes.

Town Council Committee Meeting Agenda

4th March 2025

- 433.0.T24 Apologies for absence**
- 434.0.T24 To receive any declarations of interest on items included on this agenda**
- 435.0.T24 To receive and approve the minutes of the Town Council meeting held on 21st January and 11th February 2025**
- 436.0.T24 Matters arising from previous minutes**
- 437.0.T24 To receive the Mayors report**
- 438.0.T24 To receive the report from the Police**
- 439.0.T24 To receive any reports from Somerset Councillors**
To receive the written report of the Somerset Ward Councillors
- 440.0.T24 To receive minutes of previous committee meetings**
Draft minutes have been circulated by email & added to the website
Assets & Amenities – 10th February 2025
Finance & Governance – 10th February 2025
Planning Committee - 29th January 2025 and 19th February 2025
- 441.0.T24 To receive list of payments up to 21st February 2025**
- 442.0.T24 To receive Town Council Accounts for month of January 2025**
- 443.0.T24 To approve the bank reconciliation for January 2025**
- 444.0.T24 To receive reports from town councillor representatives appointed to outside bodies**
To receive written reports from Town Council representatives on outside bodies

445.0.T24 To receive Working Group update reports

To receive written reports from Town Council representatives on working groups

- Devolution

446.0.T24 To consider response to correspondence received

446.1 To consider a response to the Fire Service consultation on automatic fire alarms

www.dsfire.gov.uk/about-us/AFA-consultation.

446.2 To nominate a Councillor to act as a representative on the Active Travel Steering Group for the Burnham LCN area

446.3 To consider participating in the 10th Great British Spring Clean between 21st March – 6th April

[Join the Great British Spring Clean | Keep Britain Tidy](#)

446.4 To consider a response to the Somerset Council survey on A38 improvement scheme

[A38 Improvement Scheme - Somerset Council - Citizen Space](#)

446.5 To consider a response to the Somerset Council consultation on proposed changes to travel assistance for SEND learners as part of Somerset Council's Post-16 Local Transport Policy

[Share your views on proposed changes to travel assistance for students over 16](#)

447.0.T24 To agree the committee meeting schedule for the 2025-2026 civic year

448.0.T24 To consider the recommendation from the Finance and Governance Committee to use the vehicle replacement earmarked reserves for the purchase of a new council van

449.0.T24 To consider a recommendation from the Devolution Working Group to take on the management and maintenance of the Office at Apex Park

450.0.T24 To consider quotations for a council vehicle

451.0.T24 Date of next meeting

The next meeting of the Town Council is scheduled for 14th April 2025 at 7 pm.



**Minutes of a meeting of the Town Council held on 20th January 2025
in the Council Chamber, The Old Courthouse, Jaycroft Road,
Burnham-on-Sea at 7 pm**

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

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

Public Participation: There were no representations made.

407.0.T24 Apologies for absence

Apologies were received from Councillors Flurry and Wynn. Councillor Pearce would be arriving later in the meeting.

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

There were no declarations of interests.

409.0.T24 To receive and approve the minutes of the Town Council meeting held on 10th December 2024

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

The minutes of the previous meeting of the Town Council, held on 10th December 2024, were presented by the Mayor.

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

410.0.T24 Matters arising from previous minutes

There were no matters arising.

411.0.T24 To receive Mayor's report

The Mayor's report was circulated with the agenda, no questions were raised.

412.0.T24 To receive report from the Police

Concerns were raised about the increase in violent crime and Councillors requested that a meeting be arranged with the new Police Sergeant.

413.0.T24 To receive any reports from Somerset Councillors

No queries were raised on the circulated report.

414.0.T24 To receive minutes of previous committee meetings

Planning Committee – 11th December 2024 and 8th January 2025

No questions were raised.

Finance & Governance – 16th December 2024 and 6th January 2025

No questions were raised.

Assets & Amenities – 17th December 2024

No questions were raised.

415.0.T24 To receive list of payments up to 13th January 2025

The attached list of payments was received and noted.

416.0.T24 To receive Town Council Accounts for month of December 2024

The accounts for December were received and no queries raised.

417.0.T24 To approve the bank reconciliation for December 2024

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

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

Councillor Gudka had submitted an updated Better BOS report.

The circulated reports were noted.

419.0.T24 To receive Working Group update reports

- Devolution – Minutes of the last meeting had been circulated. Councillor Facey, as Chair of the Group, gave an overview of the discussions.

No questions were raised.

420.0.T24 To consider the recommendation from the Finance and Resources Committee for setting of the budget for 2025/26

Councillor Gudka, as Chairman of the Finance and Governance Committee, gave an overview of the budget setting process.

It was stated that although no councillors wanted to increase the precept, there was a balance to be struck and services needed to be preserved. Committee Members, Officers and the Devolution Working Group had worked closely to produce the budget, ensuring services are still provided to the residents of the towns.

Councillor Gudka gave an overview of each budget area and gave explanations for increases. Councillors had the opportunity to raise any questions.

Resolved that the budget for 2025/26 of £1,324,115 (income £129,225, expenditure £1,453,340) is approved and the proposed earmarked reserves are carried forward.

421.0.T24 To consider the recommendation from the Finance and Resources Committee for setting of the Precept for 2025/26

(Councillor Pearce joined the meeting at the start of this item).

Councillor Gudka gave an overview of the Finance and Governance Committee's considerations when making this recommendation. Due to the level of uncertainty regarding other services that may need to be provided by the Town Council, the Committee was not recommending reserves be used, as they are already at the lower end of what is expected to be kept.

Resolved that the Council approve the precept request for 2025/26 at £1,324,115.

422.0.T24 To consider the recommendation from the Finance and Governance Committee to use the HR contingency earmarked reserves for the implementation of staffing proposals, as required

Resolved that the recommendation to use the HR contingency earmarked reserves for staffing proposals is approved to a maximum of £3,500 + VAT.

423.0.T24 To agree to allocate £8,830 from the general maintenance earmarked reserves for repairs to cemetery fencing

Resolved that £8,830 is taken from the general maintenance earmarked reserves for repairs to the cemetery fencing.

424.0.T24 To consider response to correspondence received

424.1 To consider a response to the 'Strengthening the Standards and Conduct Framework for Local Authorities in England' Government Consultation

Resolved that a Task and Finish Group of Councillors Vickers, Murphy, Keen, Clayton, Searing, Pearce and Millard are appointed to draft a response, which will be circulated to all Councillors before submission.

424.2 To consider a response to the "Local audit reform: a strategy for overhauling the local audit system in England" consultation

Resolved that Councillors Gudka, Metcalfe, Matthews and the RFO draft a response to the consultation.

424.3 To consider the purchase of a plaque for “Operation Tribute-Poppy of Honour”, the new National & Commonwealth WW1 Memorial

Councillor Keen gave an overview of the project.

Resolved that a plaque is purchased at a cost of £75.00, with the inscription of – For the 145 of Burnham-on-Sea and Highbridge, who gave their today for our tomorrow, we will remember them.

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

Resolved Councillors Perry, Millard, Gudka, Vickers and Metcalfe are appointed onto the Working Group to review the documents.

426.0.T24 To consider recommendations from the Task & Finish Group for proposed changes to the Strategic Plan

The Mayor explained that changes were highlighted in red, although Aim 3 is completely new. Each page was reviewed and a couple of amendments required.

Resolved that the amended Strategic Plan is adopted.

427.0.T24 To consider quotations for the purchase of a replacement ride on lawn mower

Resolved that a new ride on lawn mower is purchased, with the redundant lawn mower disposed of and removed from the asset register. Quote 2 is accepted at a cost of £3,974.00 plus VAT, to be allocated from the following cost centres - cemeteries equipment/maintenance - £2,610, tools and equipment - £364 and £1,000 from the grounds equipment earmarked reserve.

428.0.T24 Date of next meeting

Resolved: The next meeting of the Town Council is scheduled for 4th March 2025 at 7 pm



**Minutes of an extraordinary meeting of the Town Council held on
11th February 2025 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, A. Hendry, R. Keen, A. Matthews, M. Murphy, K. Pearce, C. Searing, P. Wynn

In attendance: E. Dutton (Deputy Town Clerk), and one member of the public.

Public Participation:

There were no representations made.

429.0.T25 Apologies for absence

Apologies were received from Councillors Vickers, Gudka, Barber and Millard.

430.0.T25 To receive any declarations of interest on items included on this agenda

There were no declarations of interests.

431.0.T25 To consider the recommendation from the Devolution Working Group regarding the opening hours of the public conveniences

A discussion took place and queries answered.

Resolved the Council approved the Working Group's recommendation for the public conveniences opening to be as follows;

Summer (April-Sept) – 7.30am – 8pm

Winter (Oct-March) – 7.30am – 5pm

432.0.T25 Date of next meeting

Resolved: The next meeting of the Town Council is scheduled for 4th March 2025 at 7 pm



SOMERSEX COUNCIL CONSERVATIVE GROUP BLUE NOTE FOR FEBRUARY 2025.

BOUNDARY COMMISSION REVIEW FOR SOMERSEX

The deadline for phase 2 of consultation has been extended to 4 March 2025. The Somerset Council request to extend the deadline followed the Constitution and Governance Committees Meeting on 14 January where the committee resolved to:-

Reject the recommendations of the cross-party Electoral Review Working Group for submission to the Local Government Boundary Commission for England (LGBCE) for Stage 1 of Somerset Council's Phase 2 response.

The Committee Asked the Monitoring Officer to write to the LGBCE requesting an extension of the deadline for Somerset Council to submit a proposal for Stage 1 of Phase 2 due to the challenges in finalising a submission that strikes a good balance in meeting the three statutory criteria.

In the absence of a submission from Somerset Council by the original deadline of 20th January the Conservative Group at Somerset Council submitted the report prepared on behalf of the working group before the deadline. The submission included details of some areas that we felt needed further consideration.

More information can be found here: - <https://www.lgbce.org.uk/all-reviews/somerset>

Somerset

Extension of consultation

The Local Government
Boundary Commission
for England

New Consultation Close:
4 March 2025

Our initial consultation on communities and wards in has been extended until 4 March 2025.

For more details about the timetable for this electoral review please visit: [lgbce.org.uk](https://www.lgbce.org.uk)

Consultation closes: **4 March 2025**

<https://www.lgbce.org.uk/all-reviews/somerset>

SOMERSET WASTE SERVICES ASSISTED WASTE COLLECTIONS

Somerset Waste Services offer assisted waste collections to over 13,500 homes.

This is where Crews collect containers from an agreed place outside a resident's home, empty the contents, and return the containers back to the agreed location. This is a free service, offered to any resident who needs extra help with their recycling and rubbish removal on collection day.

More information can be found here:- <https://www.somerset.gov.uk/.../assisted-clinical-and../>

To ensure the councils records are up to date anyone that currently receives the service (prior to June 2024) will be receiving an email or letter in the near future to ask you to confirm that you still require the service.

SOMERSET COUNCIL HAS AGREED TO SELL A 12 ACRE HERITAGE SITE IN FROME TO MAYDAY SAXONVALE DEVELOPMENT LTD.

On 23rd January Somerset Councils Executive unanimously agreed that the council should proceed towards an unconditional sale of the site to Mayday Saxonvale Development Limited with a completion date prior to 31st March 2025. The Leader of Council Bill Revans commented that "The developers convinced us that they have a business plan that will deliver for the people of Frome.

The decision comes after the withdrawal of a previous offer from Acorn Group in July 2024. Somerset Council has been in negotiations with Mayday Saxonvale Development Ltd since then.

RAINBOW WAY DEVELOPMENT

The first apartments in Somerset Council's Rainbow Way development in Minehead are heading towards completion. The apartments are among 54 homes that are being built at the site. They are the first council homes in West Somerset for more than 30 years. The first houses to be completed are already occupied and a further 16 homes are due to be completed next month, including two bungalows for those who need accessible homes, and 11 apartments.

The final 22 apartments, both one and two-bedroom, are expected to be completed by Spring this year. All the apartments are still to be advertised with a total of 17 one bedroom and 15 two-bedroom homes plus one, fully accessible two-bedroom ground floor apartment.

Priority for the new properties, a mix of two, three and four-bedroom houses and one and two-bedroom flats will be given to those living in or having connections to Minehead and the adjoining parishes of Minehead Without, Selworthy, Wootton Courtenay, Timberscombe and Dunster. They will be available via www.homefindersomerset.co.uk



future development.

A CALL FOR SITES IS OPEN until 24 February 2025 - This gives residents, businesses, landowners or developers the opportunity to suggest suitable plots of land that might be available for possible

Work has started on the first stages to draw up the first Local Plan covering the Local Planning Authority Area for Somerset. (it does not include Exmoor National Park as that has its own Local Plan).

A Call for Sites has been launched - whereby Landowners, developers, and site promoters are being invited to submit land they would like to be considered for possible future development with potential uses such as housing, economic development, gypsy and traveller pitches, renewable energy installations, and leisure/recreation facilities. However, anyone can suggest a site for consideration that they think may be suitable for development.

The call for sites will run until 24 February 2025. This will be followed by an assessment of each site's suitability, availability, and achievability. The findings will be presented in a Housing and Economic Land Availability Assessment (HELAA) report later this year. This will be one source of evidence to help inform which sites might be considered for allocation in formal consultations for the Somerset Local Plan.

More information can be found on this site:- <https://www.somerset.gov.uk/.../local-plan-call-for-sites/>

ONLINE SESSIONS TO HELP PEOPLE UNDERSTAND COMPLEXITIES OF CARE PLANNING

Somerset Council is holding a series of free, online webinars to help individuals plan care and support needs for themselves or those they care for. These informative sessions aim to provide valuable insights and practical advice on navigating the complexities of care planning.

Topics covered will include understanding your care options, financial planning, and how to access local support services. Attendees will have the opportunity to ask questions and receive guidance from professionals in the field.

You can register for the free events from the following page:-

<https://www.somerset.gov.uk/news/online-sessions-to-help-people-understand-complexities-of-care-planning/>

Tuesday 4 February, 6.30pm – 8pm, [Financial Assessments for Care Funding](#)

Wednesday 12 February, 6.30pm – 7.15pm, [Navigating Direct Payments](#)

Wednesday 12 February, 7.15pm– 8pm, [Supporting the Armed Forces community in Somerset](#)

Thursday 27 February, 6.30pm – 7.15pm, [Personalised Community Support for Carers in Somerset](#)

Thursday 27 February, 7.15pm – 8pm, [Understanding how Adult Social Care works](#)

SOMERSET GETS A TREE-MENDOUS BOOST FOR URBAN TREE PLANTING

Somerset Council has secured half a million pounds of Government funding to bring hundreds of trees to towns across the county.

The £500,000 grant from the [Urban Tree Challenge Fund](#) will see nearly 700 mature trees planted and cover maintenance and care costs for the next three years.

This initiative will benefit parks managed by the Town Councils in Shepton Mallet, Crewkerne, Taunton, and Castle Cary and Ansford, as well as several council-owned parks in Yeovil. Somerton Sports Ground Trust will also receive new trees. Planting has already begun and should be complete by the end of the tree planting season at the end of March. Last month, the Mayor of Taunton, Councillor Vanessa Garside joined in to plant a wild cherry tree in Taunton Green.

- Taunton Town Council receives 403 trees across Taunton Green, Greenway Recreation Ground (Leslie Avenue), Lyngford Park, Pennys Field, Galmington Recreation Ground, Victoria Park, Hamilton Gault Park and Hawthorn Park (Upper Holway).
- Castle Cary and Ansford Town Councils receive 74 trees which are proposed for the Cricket Ground and Fairfield.
- Crewkerne Town Council receives 15 trees at Barn Street Recreation Ground.
- Shepton Mallet Town Council has secured 33 trees for Collett Park.
- Somerton Recreation Ground Trust receives 46 trees to plant within the sports ground.
- Somerset Council owned parks in Yeovil are receiving 100 trees at Oak Tree Park, Yew Tree Park, Milford Park, and Lower Milford.

DEFRA SCRAPS ENGLAND DEADLINE TO REGISTER THOUSANDS OF MILES OF RIGHTS OF WAY.

The deadline for registering historic rights of way is to be scrapped. The last government set a deadline of 2031 for all rights of way in England to be added to an official map. The new government has now said it will repeal this new deadline when parliamentary time allows.

Once recorded as rights of way and added to the definitive map, paths are protected under the law for people to use. In an announcement timed to mark the traditional Boxing Day stroll by many people, the Department for Environment, Food and Rural Affairs (Defra) announced it would remove the registration deadline.

GUIDANCE FOR REPORTING SAFETY ISSUES ON SOMERSETS ROADS

A quick and simple online reporting service is available 24/7. It's the best way to report any problems spotted on our county's roads – including snow and ice issues. This can be used to report non-urgent incidents both during hours and out of hours at the weekend

<https://www.somerset.gov.uk/roads-travel-and-parking/report-a-problem-on-the-road/>

You can also report a hazard on the road using this online form, including items or obstructions such as rubbish, tyres or blown/displaced traffic cones.

<https://www.somerset.gov.uk/roads-travel-and-parking/hazards-on-the-road/>

How do I report an urgent incident that's a safety risk at the weekend, or outside normal working hours?

To report an **urgent out-of-hours** highways issue that's a risk to public safety, please call Somerset Lifeline 0300 123 2224.

There is a dedicated call centre resource to deal with out-of-hours highways matters. Operators will notify the highways duty officer if appropriate, and they will take any necessary action.

IMPORTANT NOTE: If the hazard is on the M5, A303 or A36 please contact National Highways 0300 123 5000.

Gritting/salt spreading – this is the link to the roads that are salted in Somerset.

<https://www.somerset.gov.uk/roads-travel-and-parking/gritting-map/>

Parishes interested in additional winter service provision should contact the Kier Community Engagement Manager direct. - Email: somersetehm@kier.co.uk

- **OTHER OPEN CONSULTATIONS -**
<https://somersetcouncil.citizenspace.com/>

Public Space Protection Order consultation in Somerset East – closes 17 Feb 2025

The purpose of the consultation is to seek any views regarding a proposal to make an order reintroducing three restrictions, for a period of three years. These restrictions relate to dog fouling and dog control in the Somerset East area. The proposed order also covers dog exclusion zones within the play areas designated for children under 5 years old in the Somerset East area.

The Public Spaces Protection Order for dogs in the Somerset East area (former Mendip District Council Area) was due for renewal in July 2024, however it lapsed and this consultation seeks views on reintroducing the expired order.

What does the PSPO require or restrict?

If you need a paper copy, please call the Council on 0300 123 2224

School Term Dates consultation for Academic Years 26-28 - closes 7 March 2025

Somerset Council is consulting on the draft school term and holiday dates for the 2026 - 2027 and 2027- 2028 academic years. These will apply to Community and Voluntary Controlled schools. While Academies, Voluntary Aided, Foundation, and Free schools can set their own dates, many choose to align with those set by Somerset Council.

Feedback from this consultation will be gathered and presented to a working party in March 2025, with the final dates published on Somerset Council's website in April 2025.

A Fire Service Consultation relating to responses to Automatic Fire Alarms Closes 9 April 2025

Devon and Somerset Fire and Rescue Service has started a consultation with options to change how we respond to automatic fire alarms. The consultation is open

until 9 April 2025. <https://www.dsfire.gov.uk/about-us/AFA-consultation>

A family Feedback Survey on digital Social Care Records – closes April 2025

A Digital Social Care Record (DSCR) is the digital recording of care information and care received by your relative, from their care provider, replacing traditional paper records. This is sometimes called an electronic care plan, electronic care record or electronic care management. This allows everyone involved in a person's care to see appropriate information to help with that care.

The Digitising Social Care Records initiative is being managed by NHS England.

Somerset School Nurse Feedback – closes May 2025

Feedback will be used to better understand how we serve you well, where we might need to improve and what you value most from our service.

New Alternative Provision Free School – Wellington – closes 6th March

Horizons Therapeutic Education Trust is proposing to expand to a second satellite school site to allow it double the number of learners it supports to 30 children. The school will aim to support children back into local Special Educational Needs and Disabilities (SEND) schools or local mainstream schools and will work closely with schools local to a child to support these transitions.

Useful phone numbers to use in an emergency

Service name	Phone number
Police, Fire, Ambulance and Coastguard	999
Police (Non-emergency)	101
Gas (Transco)	0800 111999
Western Power Distribution	0800 365 900
Scottish and Southern Energy	0845 7708090
Bristol Water	0800 801011
South West Water	0800 1691144
Wessex Water	0845 6004600
Environment Agency	0800 807060
Floodline	0845 9881188
Met Office	0870 9000100
NHS non-emergency number – Use this service 111 if you urgently need medical help or advice but it's not a life-threatening situation. You can find more information about this service on NHS Choices	

BLUE NOTE FOR MARCH 2025.

Update on the Boundary Commission Review for Somerset.

The deadline for stage 1 of phase 2 of the consultation was extended by the Boundary Commission (at the request of Somerset Council) to 4 March 2025.

This followed a rejection of the recommendations of the cross-party Electoral Review Working Group at the Constitution and Governance Committee Meeting in January.

In the absence of a submission from Somerset Council by the original deadline of 20th January the Conservative Group at Somerset Council submitted the report prepared on behalf of the working group before the deadline on 20th January. The submission included details of some areas that we felt needed further consideration.

There is another paper going to a Special Meeting of the Constitution and Governance Committee on 3rd March To consider and finalise the Somerset Council submission as Somerset Council's Stage 1 of the Phase 2 response to the Local Government Boundary Commission for England (LGBCE).

This is the link to the papers: -

<https://democracy.somerset.gov.uk/mgChooseDocPack.aspx?ID=7579>

Appendix A has the details of the proposed structure of electoral divisions. The overall electorate of Somerset, based on the projected 2030 figures is 467,274; the target figure for 96 divisions per member was 4,867, and the Council has endeavoured largely to stay within 10% of that figure.

More information about the review can be found here: - <https://www.lgbce.org.uk/all-reviews/somerset>

Timeline Moving Forward

3 June 2025 - 11 August 2025	Public consultation on the proposals
2 December 2025	Publication of the recommendations
TBC	Ask Parliament to approve our recommendations
2027	New arrangements apply to local elections

Somerset Council Faces a £52.2m budget Gap for 25/26 and plans to increase Council Tax by 7.5% - In addition it has needed to seek government support to close this years remaining gap of £43m.

The £43m gap will be bridged using a Capitalisation Direction which is a form of one-off assistance (that was also requested last year) offered by Government which allows the Council to sell assets or borrow money and use the proceeds to fund the budget gap and the day-to-day running costs.

The Council applied to the Government for financial support and has been allowed to increase Council Tax by 7.5%, more than the usual cap of 5%. If approved at Full Council

on 5 March, this would mean a band D property paying an additional £129 a year. For many homes in Somerset this will be in addition to very large increases in some Town and Parish elements of the Council Tax including an annual increase of £111.73 (Band D) in Bridgwater making it one of the most expensive in the country.

Somerset Councils Auditor's Raise a Red Flag as they Give 2 Statutory Recommendations in relation to serious concerns over the Council's financial sustainability.

2 Statutory recommendations have been issued to the Council, by its External Auditors Grant Thornton, exercising their powers under Schedule 7 of the Local Audit and Accountability Act 2014. Statutory Recommendations are taken where significant weaknesses are identified with arrangements.

In addition to the 2 Statutory Recommendations relating to 2023/24. the Auditors also raised 9 Key Recommendations and 8 Improvement Recommendations addressing perceived weaknesses in the Council's arrangements for financial sustainability, governance and securing economy, efficiency, and effectiveness.

In accordance with the Act, a meeting of the Full Council is required within one month to consider the 2 statutory recommendations. The recommendations were discussed at Somerset Council Full Council on 12th February.

Statutory Recommendation 1 (SR1) The Council should develop detailed savings plans at pace to deliver the savings targets set out in the MTFs in order to reduce reliance on one-off resources and rebase the Council's budgets to a financially sustainable level. To support the development of a sustainable budget the Council should also: • identify additional savings to minimise the use of reserves, ensuring that sufficient levels of reserves are maintained to mitigate the significant levels of financial risk the Council is facing. • ensure all planned savings are delivered, and where they are not that mitigating savings plans put in place. • establish an appropriate culture of financial accountability and ensure managers have sufficient skills to manage the financial resources for which they are responsible.

Statutory Recommendation 2 (SR2) The Council should develop the overarching transformation business case and detailed business cases for individual workstreams that will deliver service transformation and contribute to delivering the Council's ambitious savings targets. The funding required to deliver transformation, and the new target operating model, should be identified and a funding plan developed. This should be undertaken at pace in order to deliver the savings required to balance the 2025/26 budget.

Press Release - Somerset Council's new and increased car parking charges spark outrage and despair.

The Liberal Democrat run Somerset Council have announced their intention to introduce a new parking policy that will see residents across the county pay more for parking. This includes:

- EXPANDED Sunday charges covering the whole county.
- NEW overnight charges that could total a budget busting £365 per year.
- NEW on-street parking charges – e.g. parking bays/Blue Anchor

The move has been met with widespread criticism from residents and local businesses, who are concerned that it will put even more financial pressure on them and the local economy.

Opposition Spokesperson for Transport, Andy Dingwall, said “This is a really short-sighted proposal. It’s going to push people away from our town centres, putting even more pressure on local businesses, many of whom are already struggling – we’re being asked to pay more and more for a council that is delivering less and less.”

Talking about these changes, a Somerset resident and business owner said: “It’s just one thing after another! They want to put council tax up, national insurance, wages and our costs are all going up, and now they’re stopping people from wanting to come into town – it feels like they don’t want us to continue to run a business in Somerset!”

Mandy Chilcott, leader of the Conservative opposition at the council said: "Somerset Council has failed to get a grip of its finances since its inception, declaring a financial emergency at the end of 2023. It has been slow to deliver any of the benefits that a unitary structure should have yielded and now seeks to make Somerset residents pay. The introduction of this parking policy is one in a number of plans it has to increase its income, including the continued fire sale of millions of pounds of commercial properties without repaying related borrowing, cost shunts moving some service delivery to town and parish councils seeing many increase their taxes by up to 39%, and an unprecedented 7.5% council tax rise – requested and granted by special permission from the Labour Government (Somerset being the only top level authority allowed this inflation busting tax increase)."

There was a paper at Corporate and Resources Scrutiny Committee on 17th February where the committee were asked to support the proposals. All those present and all those that spoke online from across political parties spoke unanimously against the proposals.

The paper on 3rd March asks the Executive to support the changes. This can be found below. If approved in principle the proposals will then go out to public consultation.

<https://democracy.somerset.gov.uk/documents/g7385/Public%20reports%20pack%2003rd-Mar-2025%2010.00%20Executive.pdf?T=10>

This is the link to the Somerset County Conservatives Petition Against Somerset Council Parking Hikes

<https://www.somersetcountyconservatives.org.uk/news/petition-against-somerset-council-parking-hikes>

Uncovering Ham Hill's Past for Its Future

A new visitor centre and other improvements are on the way for an iconic Somerset landmark as a major project at Somerset Council's Ham Hill Country Park starts soon.

The 'Uncovering Ham Hill's past for its future' project has been made possible thanks to a £2.153M grant



from the National Lottery Fund and further financial support totalling £111,200 from the Wolfson Foundation, Leonardo, and with the support of the Friends of Ham Hill, Garfield Weston, Bernard Sunley Foundation and the Bannister Trust.

The first works on site are expected to start next month, connecting water and power to the site of a brand-new purpose-built visitor centre next to the Lime Kiln Car Park.

The aim is to start the visitor centre build itself at the end of March, with the goal to complete this autumn – though as with any construction project the schedule can be affected by unforeseen factors, such as the weather.

The new visitor centre will feature a café and changing places facilities and host permanent exhibitions and interactive displays, to make Ham Hill's stories accessible to all. The project also aims to support local schools and community groups with educational resources.

Full Press release here:- <https://www.somerset.gov.uk/news/uncovering-ham-hills-past-for-its-future-a-new-chapter-begins/>

Work is progressing on the Agratas facility which will bring massive investment to the area and up to 4,000 jobs at the Gravity site.



To make the project a reality, significant work on local roads is required. In recent months, this has been to allow initial work to connect the facility to the National Grid.

From 4 March to 18 March, further power connectivity work will be undertaken at Crandon Bridge on the A39 under temporary traffic lights. We appreciate this is likely to cause disruption at peak times, so drivers are being urged to plan ahead.

The next major set of works will connect the Gravity site to various utilities. This requires the phased closure of sections of Woolavington Road between the Enterprise Way roundabout and Woolavington Village.

These closures will start from 14 April last for up to five months. Details of which sections will be closed when will be shared locally when they have been finalised.

Please note, all residents and businesses on Woolavington Road will be catered for and will be able to access their properties throughout these closures.

There will need to be some evening closures of the A39 link road between J23 and Dunball. The motorway junction will remain open, and a diversion will be in place. The closures are from 7.30pm to 5am from:

- Monday 3 March
- Thursday 3 April to Monday 7 April (inclusive)
- Monday 12 May to Wednesday 21 May

Full press release can be found here:- <https://www.somerset.gov.uk/news/roadworks-for-new-phase-of-agratas-site-preparation-start-next-week/>

Illegal Tobacco and Vapes Seized in Shops Across Devon, Plymouth, Somerset and Torbay

As authorities crack down on illegal tobacco and vape sales in multiple regions, more than £37,000 of illegal tobacco, vapes and cash was seized by Trading Standards officers during a recent operation. The five-week operation during January and February saw officers from the Heart of the South West Trading Standards Service, supported by Devon and Cornwall Police and Avon and Somerset Police, look for illegal tobacco.

During the operation officers visited 14 shops across the region including in Brixham, Crediton, Kingsbridge, Newton Abbot, Paignton, Plymouth, Taunton, Teignmouth and Wellington.

They used detection dogs to look for hidden stashes. Only one shop was found to not be selling illegal products. All but one of the 14 shops were found to be selling illegal products.

To report concerns of counterfeit or other illegal products, contact Trading Standards, email tradingstandards@devon.gov.uk or phone 01392 383000.

Vital Drainage and Gas Mains Upgrades Move to Next Phase in Chard.

Somerset Council is working with Wessex Water and Wales and West Utilities to co-ordinate two vital infrastructure schemes in Chard during 2025. Wessex Water is investing more than £1.3 million to help alleviate sewer flooding in the town, while Wales & West Utilities is investing £415,000 to upgrade the gas network in the area, switching from the current metal pipes to long-lasting pipes, with the work being carried out between January and approximately October 2025. This week sees the start of phase 2 of the work.

Construction teams have been working in Victoria Avenue since the start of January as part of the opening phase of the scheme, which will conclude on Wednesday 12 February.

From this week the work moves to Furnham Road, which will be closed to through traffic from the junction with Victoria Avenue to the junction with Glynswood for the sewer and gas pipe upgrades to continue from **Thursday 13 February 2025 until Friday 30 May**. A diversion is in place via Victoria Avenue, A30 (East Street) and A358 Furnham Road. There is further information on the following map, including details on the remaining phases of work:

Somerset Council is inviting offers for a range of beach concessions covering Burnham-on-Sea, Brean and Berrow Beaches and Apex Park, for forthcoming summer seasons.

The Council arranges for various businesses to trade on or near the beach or park to encourage visitors and to make their leisure trips more enjoyable.

The offer for concessions for refreshments, ice-cream, and Punch and Judy providers covers the 2025, 2026 and 2027 seasons and the closing date for submission is **midday on Friday, 7 March 2025**.

Those interested in should visit the

<https://www.somerset.gov.uk/?s=apply+for+a+seasonal+summer+concession>
webpage.

Please note that Somerset Council is dedicated to keeping the county's beaches green and therefore will not be taking applications for beach goods concessions.



Minutes of an extraordinary meeting of the Assets & Amenities Committee held on 10th February 2025 in the Council Chamber, The Old Courthouse, Jaycroft Road, Burnham-on-Sea at 6 pm

Present: Councillors P. Clayton (Chair), G. Gudka, L Millard, M. Murphy, C. Searing

In attendance: K. Noble (Town Clerk), J. Hook (Theatre Manager), Councillor Perry and 2 members of the public

Public Participation: A member of the public stated that the drains in the High Street need cleaning.

65.A24 Apologies for absence

Apologies were received from Councillor Facey.

66.A24 To receive any declarations of interest on items included on this agenda

There were no declarations of interests.

67.A24 To receive and approve the minutes of the Assets & Amenities meeting held on 17th December 2024

The minutes of the previous meeting of the Assets & Amenities Committee meeting held on 17th December 2024, were presented by the Chairman.

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

68.A.24 To consider the recommendation from the Devolution Working Group regarding floral display options

It was reiterated that the Council has a high desire for sustainable planting, as well as proving a colourful planting scheme.

Marine Cove flower beds are being prepared by the Growing Group and it was requested that the group be involved with the ordering of the flowers. A representative was invited to attend a meeting the following day and proposals submitted by the group would be considered.

Resolved that the recommendation from the Devolution Working Group for floral displays for 2025, including hanging baskets, is approved as set out in the report and plants be ordered within the allocated budget.

69.A.24 Date of next meeting

The next meeting of the Committee is scheduled for 25th March 2025 at 7 pm.

70.A.24 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

71.A.24 To consider the tender proposals for the provision of technical services at The Princess Theatre

The Theatre Manger gave an overview of the specification and highlighted the proposed changes to the contract.

Resolved the Committee approved the proposals contained within the technical services tender documents and agreed for them to be published.



**Minutes of a meeting of the Finance and Governance Committee
held on 10th February 2025 in the Council Chamber, The Old
Courthouse, Jaycroft Road, Burnham-on-Sea at 7 pm**

Present: Councillors G. Gudka (Chair), P. Clayton, M. Facey, R. Keen, A. Matthews, M. Murphy, K. Pearce, C. Searing

In attendance: K. Noble (Town Clerk), N. Brookes (RFO), Councillors Perry and Flurry and three members of the public.

Public Participation: There were no representations made.

298.0.F24 To receive apologies for absence

Apologies were received from Councillor Vickers.

299.0.F24 To receive any declarations of interest on items included on this agenda

There were no declarations of interests.

300.0.F24 To receive and approve the minutes of the Finance and Governance Committee meeting held on 6th January 2025

The minutes of the previous meeting of the Finance and Governance Committee, held on 6th January 2025, were presented by the Chairman.

Resolved that the minutes of the meeting held on 6th January 2025 were approved as an accurate record and signed by the Chairman.

301.0.F24 Matters arising from previous minutes

There were no matters arising.

302.0.F24 To receive for information minutes of sub-committees

(Councillor Flurry joined the meeting at this juncture)

Minutes from meeting had been circulated.

303.0.F24 Chairman's report

There was no report.

304.0.F24 To receive the list of payments up to 1st February 2025

The list of payments attached to these minutes were noted and no queries were raised.

305.0.F24 To note the income and expenditure and earmarked reserves reports up to 31st December 2024 (updated)

There were no queries raised and the reports were noted.

Signed by Chair.....

date.....

306.0.F24 To consider response to correspondence received

306.1 Request from Forge Rhyne Allotments to repurpose the £700 grant awarded in September for upgrading of site security and use the funding towards site flood management

Resolved the request is approved and the £700 grant can be used towards site flood management.

307.0.F24 To note rejected allocation of CIL funds by Somerset Council

Resolved that the £1,613 be allocated to the Christmas lights budget and the Committee approves any overspend to this budget due to this unexpected expense.

308.0.F24 To review the Grant Awards Policy and Procedure

A discussion took place regarding suggested amendments including considering allocating grants to individuals.

Resolved that the Grants Award Policy and Procedure is readopted without any changes.

309.0.F24 To receive an update on aged debtors

Councillors Gudka and Clayton had met with the Cabaret Café regarding their account. The Richard Lennoxs account is now cleared and The Theatre Manager has been made aware of the risk relating to the BEEs debt.

310.0.F24 To consider quotations for the purchase of a council vehicle

A lengthy discussion took place and several questions were answered relating to the requirements of the vehicle and electric alternatives.

Resolved that quotation A is accepted and a Ford Transit dropside van, as detailed in the report, is purchased at a cost of £32,760 + VAT plus £1,880 for additional requirements. The tow bar fitting is to be considered further to see if it can be fitted cheaper locally.

£3,000 to be taken from the vehicle replacement budget. £31,640 to be taken from the replacement van earmarked reserve, subject to approval by the Full Council.

311.0.F24 To receive Responsible Finance Officer's verbal update

The precept request had been submitted within the deadline.

The pre-paid card account has now been closed.

The audit consultation review response was submitted by the task and finish group.

The year end closedown of the accounts is scheduled for 16th April 2025.



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

311.0.F24 Date of next meeting

The next meeting of the Finance and Governance Committee will be held on 24th March 2025 at 7 pm.

DRAFT

Signed by Chair.....

date.....

DATE OF INVOICE	SUPPLIER	INVOICE NUMBER	DESCRIPTION	NET	VAT	GROSS
15/01/2025	Amazon	GB531Z0ABEY	Weed membrane/pegs - Growing Group	£118.26	£23.65	£141.91 pd 22/01/25
	Somerset Council	Nov 24 & Dec 24	pension payment- employee contributions			£4,229.69 pd 22/01/25
23/12/2024	Bravo	1010	headset hire - PT	£159.97	£32.00	£191.97
09/01/2025	Proper Job	Z0009T03-1560992	storage boxes	£27.46	£5.50	£32.96
10/01/2025	Teleshore UK Ltd	45727	hydraulic fluid	£40.00	£8.00	£48.00
14/01/2025	ITEC	1065546	photocopier services	£12.32	£2.46	£14.78
15/01/2025	GH Tyres	20448-70	new battery - Rangers van	£96.67	£19.33	£116.00
16/01/2025	Amazon	GB53YELABEY	DI Box/Splitter - PT	£33.49	£6.70	£40.19
16/01/2025	Stephanie Anne Hamer	PT03	Seated Exercise - PT Nov 24			£240.00
16/01/2025	Stephanie Anne Hamer	PT04	Seated Exercise - PT Dec 24			£120.00
16/01/2025	Weston Support Services	39067	security alarm callout - PT	£35.00	£7.00	£42.00
16/01/2025	JR Food Service Ltd	249335	icre-creams & water - Princess Theatre	£363.87	£72.77	£436.64
17/01/2025	Amazon	GB54MTSABEY	4 x ronseal woodstain	£114.08	£22.80	£136.88
17/01/2025	Spot On Supplies	31671304	cleaning materials - PT	£73.83	£14.77	£88.60
17/01/2025	Toolstation	XIJ882424692	credit note screw cover	-£2.35	-£0.48	-£2.83
19/01/2025	Bravo	1030	Technician - Jan 2025 - PT	£1,376.00	£275.20	£1,651.20
20/01/2025	Ball Fire Protection Ltd	27572	fire extinguisher service & renewal- PT	£249.85	£49.97	£299.82
21/01/2025	Green Machine SW Ltd	38373	cleaning - PT Jan 2025	£796.53	£159.31	£955.84
22/01/2025	Bridgwater Mowers	097081	Stihl AP500S	£283.33	£56.67	£340.00
22/01/2025	Somerset Council	30097478	dog bin empty Oct - Dec Cemeteries	£74.36	£14.87	£89.23
23/01/2025	South West Councils	70711	job structure re-evaluation consultation	£5,803.35	£1,160.67	£6,964.02
24/01/2025	Julie Meikle	Jan2 2025	Choir sessions - PT Sept - Dec 2024			£500.00
24/01/2025	Spansec	270069	annual alarm contract renewal - PT	£516.85	£103.37	£620.22
24/01/2025	Spot On Supplies	31671618	cleaning supplies - TC	£50.31	£10.06	£60.37
24/01/2025	Spot On Supplies	31671727	washing powder - PT	£20.19	£4.04	£24.23
24/01/2025	Spot On Supplies	31671728	floor cleaner - TC	£12.61	£2.52	£15.13
30/01/2025	On Your Bike	INV-2799	1 day session - St Josephs Primary	£333.33	£66.67	£400.00
30/01/2025	South Gloucestershire & Strode College	1185199	Business Administration Course -HH			£100.00
31/01/2025	Microshade	20369	IT services	£1,095.00	£219.00	£1,314.00
31/01/2025	Lyreco	6724014877	stamps, sundries & stationery - TC	£96.89	£10.41	£107.30
01/02/2025	Sansum Solutions	INV-12888	cleaning TC - Feb 25	£289.94	£57.99	£347.93

Next Day Catering Equioment	3116427375433 freezer for Café	£580.67	£116.13	£696.80
ESS	September grants Grant authorised @ F&G 30.09.24			£1,000.00
Somerset Council	Jan-25 pension payment			£8,508.42
				<u>£29,871.30</u>



**Minutes of a meeting of the Planning Committee held on 29th
January 2025 in the Council Chamber, The Old Courthouse,
Jaycroft Road, Burnham-on-Sea at 7 pm**

Present: Councillors P. Clayton, K. Pearce, B. Vickers

In attendance: E Dutton, Deputy Town Clerk

Public Participation: There were no representations made.

Councillor Vickers chaired the meeting in the absence of Councillor Hendry.

265.0.P24 To receive apologies for absence

Apologies were received from Councillors Flurry and Wynn.

266.0.P24 To receive any declarations of interest on items included on this agenda

There were no declarations of interest.

267.0.P24 To receive and approve the minutes of the Planning meeting held on 8th January 2025

The minutes of the previous meeting of the Planning Committee, held on 8th January 2025, were presented by the Chairman.

Resolved that the minutes of the meeting held on 8th January 2025 were approved as an accurate record and signed by the Chairman.

268.0.P24 Matters arising from previous minutes

There were no matters arising.

268.0.P24 To consider response to correspondence received

There was no correspondence received.

269.1.P24 Planning application number: 11/25/00001/FHY

Proposal: single storey side extension

Location: 30 Stoneleigh Close, Burnham-on-Sea

Resolved to support this application.

**270.0.P24 To consider the following application to vary a premises licence
Licencing Act 2003**

Proposal: Application to increase the size of the licensable area

Location: 58 High Street, Burnham-on-Sea

Resolved to support this application.

Signed by Chair.....

Date.....



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

271.0.P24 To consider the following new premises licence

Licensing Act 2003

Proposal: Application for a new premises licence

Location: 39 High Street, Burnham-on-Sea

Resolved to support this application.

272.0.P24 Date of next meeting

The next meeting of the Committee is scheduled for 19th February 2025
at 7 pm.

Signed by Chair.....

Date.....



**Minutes of a meeting of the Planning Committee held on 19th
February 2025 in the Council Chamber, The Old Courthouse,
Jaycroft Road, Burnham-on-Sea at 7 pm**

Present: Councillors J. Flurry, A. Hendry (Chair), K. Pearce, P. Wynn

In attendance: E Dutton, Deputy Town Clerk

Public Participation: There were no representations made

273.0.P24 To receive apologies for absence

Apologies were received from Councillors Vickers and Clayton.

274.0.P24 To receive any declarations of interest on items included on this agenda

There were no declarations of interest.

275.0.P24 To receive and approve the minutes of the Planning meeting held on 29th January 2025

The minutes of the previous meeting of the Planning Committee, held on 29th January 2025, were presented by the Chairman.

Resolved that the minutes of the meeting held on 29th January 2025 were approved as an accurate record and signed by the Chairman.

276.0.P24 Matters arising from previous minutes

There were no matters arising.

277.0.P24 To consider response to correspondence received

277.1 To consider a request from a resident for additional parking restrictions at Shearn Lane, Burnham-on-Sea

Resolved to support residents request for additional parking.

277.2 To consider a request from a resident for additional parking restrictions at Grange Avenue, Highbridge

Resolved to support residents request for additional parking restrictions.

277.3 To consider a request from a resident for additional parking restrictions at Hudson Street, Burnham-on-Sea

Resolved to support residents request for additional parking restrictions.

Signed by Chair.....

Date.....

278.1.P24 Planning application number: 11/24/00090/FHY

Proposal: Application for consent for a dropped kerb and pavement crossing (Section 184 licence application to follow)

Location: 112 Highbridge Road, Burnham-on-Sea

Resolved to support this application.

278.2.P24 Planning application number 11/24/00092/FHY

Proposal: Installation of a pick-up prescription collection machine to the existing pharmacy window

Location: Day Lewis Pharmacy, Burnham and Berrow Medical Centre, Love Lane, Burnham-on-Sea

Resolved to support this application.

278.3.P24 Planning application number: 11/24/00093/FHY

Proposal: Installation of a pick-up prescription collection machine to the existing pharmacy window, vinyl wrap to the front of the proposed pick-up prescription collection machine with operation instructions, name and logo

Location: Day Lewis Pharmacy, Burnham and Berrow Medical Centre, Love Lane, Burnham-on-Sea

Resolved to support this application.

278.3.P24 Planning application number: 11/24/00095/FHY

Proposal: Erection of first floor dormers to the west & east elevations

Location: 27 Ashcott Drive, Burnham-on-Sea

Resolved to support this application.

278.4.P24 Planning application number: 11/25/00002/FHY

Proposal: To build a porch to the front of the property with disabled access to store mobility scooter and access into dwelling

Location: 8 Adams Close, Highbridge

Resolved to support this application.

278.5.P24 Planning application number: 11/25/00003/LE

Proposal: Subdivision of single dwelling (C3) to create 2 self-contained flats

Location: 5 Princess Street, Burnham-on-Sea

Resolved to support this application.

278.6.P24 Planning application number: 11/25/00007/FHY

Proposal: Raise roof by approx. 1.2m and renovate property with one bedroom in loft space

Location: The Old Pumping Station, Worston Lane, Burnham-on-Sea

Resolved to support this application.

279.0.P24 To consider the following Licence Application:

Licensing Act 2003

Proposal: Application for a new premises licence

Location: Café Beans, 59-61 High Street, Burnham-on-Sea

Resolved to support this application.

280.0.P24 To note the following applications:

11/25/00010/FHY - 11 Coleridge Gardens, Burnham-on-Sea

Application to determine if prior approval is required for a proposed erection of a single storey extension, extending 6m from the rear west elevation

11/25/00012/SR – Police Station, Burnham Road, Burnham-on-Sea

Crown reduce height/spread of 2 Ash (T1 & T2) (TPO Ref T7 & T6) by 3-4m back to previous pruning points

These applications were noted.

281.0.P24 Date of next meeting

The next meeting of the Committee is scheduled for 12th March 2025 at 7 pm.

DATE OF INVOICE	SUPPLIER	INVOICE NUMBER	DESCRIPTION	NET	VAT	GROSS	
08/01/2025	Event Power Engineering	501529	Christmas lights 2024	£18,500.00	£3,700.00	£22,200.00	pd 12/02/25
10/01/2025	Screwfix	2001280431	repair materials - Rangers	£68.84	£13.78	£82.62	pd 12/02/25
17/01/2025	Screwfix	2001449113	wood stain fence - TC	£24.98	£5.00	£29.98	pd 12/02/25
17/01/2025	Biffa	308M15291	waste collection credit note	-£374.33	-£74.87	-£449.20	do not pay
24/01/2025	Proper Job	Z0009T03-1564086	work gloves	£8.33	£1.67	£10.00	pd 12/02/25
31/01/2025	Proper Job	Z0009T03-1565455	cabin hook	£1.46	£0.29	£1.75	pd 12/02/25
31/01/2025	Proper Job	Z0009T03-1565537	plug	£1.87	£0.38	£2.25	pd 12/02/25
31/01/2025	Biffa	308C05651	waste collection - PT	£162.20	£32.44	£194.64	do not pay
31/01/2025	Screwfix	2001804534	wood stain fence - TC	£67.46	£13.50	£80.96	pd 12/02/25
31/01/2025	Business Waste	P1598471	waste collection - TC & Cem	£5.28	£1.06	£6.34	pd 12/02/25
31/01/2025	Business Waste	P1598473	waste collection - Cem	£5.50	£1.10	£6.60	pd 12/02/25
31/01/2025	Iris	INV-ISL-0792381	payroll processing	£118.24	£23.65	£141.89	pd 12/02/25
01/02/2025	Business Waste	P1600612	waste collection - TC & Cem	£93.76	£18.76	£112.52	pd 12/02/25
01/02/2025	Business Waste	P1600754	waste collection - Cem	£35.00	£7.00	£42.00	pd 12/02/25
03/02/2025	Proper Job	Z0009T03-1566065	4 x storage boxes	£41.13	£8.23	£49.36	pd 12/02/25
04/02/2025	Biffa	308CM15291	waste collection credit note	-£24.80	-£4.96	-£29.76	do not pay
04/02/2024	JR Food Service	256456	ice-creams & water - PT	£182.32	£36.46	£218.78	pd 12/02/25
06/02/2025	Amazon	GB5A8XTABEY	garden pegs x 150 (Growing Group)	£17.88	£3.59	£21.47	pd 12/02/25
06/02/2025	Amazon	GB5AC91ABEY	garden stakes x 50 (Growing Group)	£20.79	£4.16	£24.95	pd 12/02/25
19/05/2022	Bridgwater Mowers	82881	oil and strimmer head	£131.32	£26.26	£157.58	
31/01/2025	Business Waste	P1613158	waste collection - Cem	£3.74	£0.75	£4.49	
05/02/2025	CRS	0305/04506437	timber Cemeteries	£193.74	£38.75	£232.49	
06/02/2025	Ricoh	102621314	photocopier - PT	£109.46	£21.89	£131.35	
07/02/2025	Somerset Council	848242	job advert Estates Manager	£65.00	£13.00	£78.00	
10/02/2025	Mynett Electrical Ltd	127866	electrical repairs	£191.44	£38.29	£229.73	
11/02/2025	Proper Job	Z0009T02-584901	batteries	£5.30	£1.06	£6.36	
12/02/2025	SALC	1603	CLlr training - Clr Pearce			£30.00	
12/02/2025	Teleshore	46050	Banding machine	£368.00	£73.60	£441.60	
12/02/2025	Microshade	20487	IT services	£775.50	£155.10	£930.60	

12/02/2025 CRS	0305/04525555	stakes for memorial testing/tarmac	£36.90	£7.38	£44.28
13/02/2025 Tim Champ	13.02.25	Tim's singalong - Princess			£100.00
14/02/2025 Bridgwater Mowers	97424	ride on mower	£3,974.17	£794.83	£4,769.00
17/02/2025 Lyreco	73186438	office desks & stationery cupboard	£661.23	£132.25	£793.48
18/02/2025 Spot On Supplies	31672762	cleaning products - PT	£81.51	£16.30	£97.81
19/02/2025 ITEC	1074981	photocopier services	£26.87	£5.37	£32.24
20/02/2025 Amazon	GB5ECM2ABEY	ethernet cable	£23.14	£4.63	£27.77
20/02/2025 Amazon	GB5011DCDCC271	cable ties	£7.79	£1.56	£9.35
21/02/2025 Bravo	1077	technician - Feb 2025 - PT	£1,376.00	£275.20	£1,651.20
Somerset Council	Feb-25	pension payment			£8,368.18
					<u>£40,882.66</u>

21/02/2025

Burnham & Highbridge Town Council Current Year

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Detailed Income & Expenditure by Budget Heading 31/01/2025

Month No: 10

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Management & Compliance								
1076 Precept	0	952,901	952,901	0			100.0%	
1077 CIL income - Highbridge	0	165,857	0	(165,857)			0.0%	
1078 CIL income - Burnham	0	8,265	0	(8,265)			0.0%	
1080 Bank Interest	3,650	28,962	7,500	(21,462)			386.2%	
1085 Grants Received	0	2,400	0	(2,400)			0.0%	
Management & Compliance :- Income	3,650	1,158,386	960,401	(197,985)			120.6%	0
4000 Salaries & Wages	17,453	243,543	308,180	64,637		64,637	79.0%	
4005 Employers Nat Insurance	1,564	18,786	18,741	(45)		(45)	100.2%	
4010 Employers S\Annuation	3,348	53,294	66,593	13,299		13,299	80.0%	
4055 Recruitment Costs	0	85	800	715		715	10.6%	
4060 Training	310	2,916	2,600	(316)		(316)	112.2%	
4065 Travel, Expenses & Subsistence	12	148	800	652		652	18.5%	
4070 Office/IT Equip & Furniture	0	91	4,000	3,909		3,909	2.3%	
4080 Telephone & Broadband	242	3,135	3,700	565		565	84.7%	
4085 Postage	43	255	500	245		245	51.0%	
4090 Stationery & Supplies	36	1,285	1,700	415		415	75.6%	
4095 Subscriptions & Support	2,546	24,084	23,000	(1,084)		(1,084)	104.7%	
4100 Insurance	0	29	13,500	13,471		13,471	0.2%	
4105 Audit & Accountancy Fees	0	3,285	4,000	715		715	82.1%	
4110 Legal Fees	0	5,280	1,000	(4,280)		(4,280)	528.0%	5,280
4115 Professional & Consulting Fees	5,803	5,803	5,000	(803)		(803)	116.1%	5,803
4120 Bank Charges	113	1,239	1,500	261		261	82.6%	
4125 Payroll Services	118	1,455	1,700	245		245	85.6%	
4130 PPE & Uniforms	0	1,292	1,700	408		408	76.0%	
4135 Room Hire (Exp)	15	162	225	63		63	72.0%	
4140 Climate Change	0	123	1,500	1,378		1,378	8.2%	
4145 Service Devolution	118	20,395	76,830	56,435		56,435	26.5%	
4760 Grant Expenditure	333	1,667	0	(1,667)		(1,667)	0.0%	
4800 CIL expenditure	0	21,574	0	(21,574)		(21,574)	0.0%	21,574
Management & Compliance :- Indirect Expenditure	32,054	409,925	537,569	127,644	0	127,644	76.3%	32,657
Net Income over Expenditure	(28,404)	748,461	422,832	(325,629)				
6000 plus Transfer from EMR	5,803	32,657	0	(32,657)				
Movement to/(from) Gen Reserve	(22,601)	781,118	422,832	(358,286)				
110 Democratic & Civic								
4200 Mayors Allowance	417	4,222	5,000	778		778	84.4%	
4210 Election Expenses	0	0	5,000	5,000		5,000	0.0%	

Continued over page

Detailed Income & Expenditure by Budget Heading 31/01/2025

Month No: 10

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4215 Civic Events	75	2,229	2,500	271		271	89.2%	
4220 Remembrance Wreath	0	0	100	100		100	0.0%	
Democratic & Civic :- Indirect Expenditure	492	6,451	12,600	6,149	0	6,149	51.2%	0
Net Expenditure	(492)	(6,451)	(12,600)	(6,149)				
<u>120 Joint Funding With Others</u>								
4250 Cont SDC RE Toilets	0	44,000	44,000	0		0	100.0%	
4255 Cont SDC Dog Bins	0	24,000	25,000	1,000		1,000	96.0%	
4260 CCTV Cameras	0	0	15,000	15,000		15,000	0.0%	
Joint Funding With Others :- Indirect Expenditure	0	68,000	84,000	16,000	0	16,000	81.0%	0
Net Expenditure	0	(68,000)	(84,000)	(16,000)				
<u>130 Grants & Donations</u>								
4300 Grant - CAB (S.142)	0	2,700	2,700	0		0	100.0%	
4305 Grants Made	0	27,928	32,300	4,372		4,372	86.5%	(2,000)
Grants & Donations :- Indirect Expenditure	0	30,628	35,000	4,372	0	4,372	87.5%	(2,000)
Net Expenditure	0	(30,628)	(35,000)	(4,372)				
6000 plus Transfer from EMR	0	(2,000)	0	2,000				
Movement to/(from) Gen Reserve	0	(32,628)	(35,000)	(2,372)				
<u>200 The Old Court House</u>								
1005 Old Court House Letting	405	1,245	0	(1,245)			0.0%	
The Old Court House :- Income	405	1,245	0	(1,245)				0
4350 Business Rates	953	8,577	10,650	2,073		2,073	80.5%	
4355 Utilities	769	5,955	6,000	45		45	99.2%	
4375 Cleaning	388	3,458	5,000	1,542		1,542	69.2%	
4380 Security & Alarms	0	617	800	183		183	77.2%	
4385 Maintenance	303	1,111	3,000	1,889		1,889	37.0%	
4390 H&S/Fire/Inspections	0	868	600	(268)		(268)	144.6%	
The Old Court House :- Indirect Expenditure	2,414	20,586	26,050	5,464	0	5,464	79.0%	0
Net Income over Expenditure	(2,009)	(19,341)	(26,050)	(6,709)				
<u>210 Other Assets</u>								
4360 Electricity Town Centre	32	221	220	(1)		(1)	100.3%	
4365 Highbridge Clock Elec	134	1,264	450	(814)		(814)	280.8%	
4415 Water Fountain	0	15	1,000	985		985	1.5%	
Other Assets :- Indirect Expenditure	166	1,500	1,670	170	0	170	89.8%	0
Net Expenditure	(166)	(1,500)	(1,670)	(170)				

Detailed Income & Expenditure by Budget Heading 31/01/2025

Month No: 10

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
300 Allotment Highbridge								
1300 Allotment Rents Received	0	1,400	1,215	(185)			115.2%	
Allotment Highbridge :- Income	0	1,400	1,215	(185)			115.2%	0
4370 Water Rates	0	319	200	(119)		(119)	159.7%	
4385 Maintenance	0	405	600	195		195	67.5%	
Allotment Highbridge :- Indirect Expenditure	0	725	800	75	0	75	90.6%	0
Net Income over Expenditure	0	675	415	(260)				
400 TIMPS								
1400 Signal Box	44	401	60	(341)			668.3%	
1405 Event Donations Received	0	500	0	(500)			0.0%	
1410 Grass Cutting	0	417	500	83			83.3%	
TIMPS :- Income	44	1,318	560	(758)			235.3%	0
4385 Maintenance	242	535	5,000	4,465		4,465	10.7%	
4430 Benches	114	2,113	2,500	387		387	84.5%	
4440 Dog/Litter Bins	74	707	600	(107)		(107)	117.8%	
4445 Speed Indicator Devices	0	959	500	(459)		(459)	191.8%	336
4450 Floral Decorations	0	5,020	4,400	(620)		(620)	114.1%	
4455 Christmas Lights	19,420	22,420	26,000	3,580		3,580	86.2%	
4460 Tourism	0	1,896	2,500	604		604	75.8%	
4465 Events Expenditure	0	7,887	10,000	2,113		2,113	78.9%	
4470 Town Centre Cleaning	0	6,000	6,000	0		0	100.0%	
4475 Carnival Events Week	0	8,382	11,500	3,118		3,118	72.9%	
4485 Defibrillator	0	80	250	170		170	32.0%	
TIMPS :- Indirect Expenditure	19,850	55,999	69,250	13,251	0	13,251	80.9%	336
Net Income over Expenditure	(19,806)	(54,681)	(68,690)	(14,009)				
6000 plus Transfer from EMR	0	336	0	(336)				
Movement to/(from) Gen Reserve	(19,806)	(54,346)	(68,690)	(14,344)				
410 Town Rangers								
4500 Tools & Equipment	297	891	2,000	1,109		1,109	44.5%	
4505 Vehicle Running Costs	97	1,606	1,800	194		194	89.2%	
4510 Vehicle Replacement	0	0	3,000	3,000		3,000	0.0%	
4515 Vehicle Insurance	0	0	640	640		640	0.0%	
Town Rangers :- Indirect Expenditure	393	2,497	7,440	4,943	0	4,943	33.6%	0
Net Expenditure	(393)	(2,497)	(7,440)	(4,943)				

Detailed Income & Expenditure by Budget Heading 31/01/2025

Month No: 10

Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
500	Cemeteries								
1500	Wayleaves	98	4,848	4,850	2			100.0%	
1515	EROB	2,445	17,695	7,000	(10,695)			252.8%	
1520	Interments	1,360	13,335	20,000	6,665			66.7%	
1525	Memorials	380	4,895	5,000	105			97.9%	
	Cemeteries :- Income	4,283	40,773	36,850	(3,923)			110.6%	0
4350	Business Rates	940	8,904	12,200	3,296		3,296	73.0%	
4355	Utilities	193	8,044	3,500	(4,544)		(4,544)	229.8%	
4385	Maintenance	8,830	8,830	0	(8,830)		(8,830)	0.0%	
4600	Equipment Purchase/Maintenance	61	3,292	7,000	3,708		3,708	47.0%	8,830
4605	Provision For Paths	0	0	5,000	5,000		5,000	0.0%	
4610	Pump Maintenance	0	560	1,400	840		840	40.0%	
4615	General Maintenance	40	1,705	2,000	295		295	85.2%	
4620	Mech Grave Digger	1,089	2,246	6,500	4,254		4,254	34.6%	
4625	Tree & Hedge Maintenance	0	285	3,000	2,716		2,716	9.5%	
4630	Fuel For Mowers	0	829	1,000	171		171	82.9%	
4635	Waste Collection	122	1,494	2,500	1,006		1,006	59.8%	
4640	Provision for Walls	0	0	2,000	2,000		2,000	0.0%	
4645	Water Testing	0	0	1,250	1,250		1,250	0.0%	
4650	Rose Garden Memorial Expense	0	228	0	(228)		(228)	0.0%	
	Cemeteries :- Indirect Expenditure	11,275	36,417	47,350	10,933	0	10,933	76.9%	8,830
	Net Income over Expenditure	(6,993)	4,356	(10,500)	(14,856)				
6000	plus Transfer from EMR	8,830	8,830	0	(8,830)				
	Movement to/(from) Gen Reserve	1,838	13,186	(10,500)	(23,686)				
600	Princess								
1600	Storage Hire	0	2,397	3,300	903			72.6%	
1605	Lettings	1,303	27,493	33,000	5,507			83.3%	
1615	Café Rent/Commission	236	5,048	6,800	1,752			74.2%	
1625	PT Merchandise	0	3,401	3,600	199			94.5%	
1630	Donations Received	176	884	0	(884)			0.0%	
1645	Show income	838	24,788	13,500	(11,288)			183.6%	1,136
1650	Memberships	0	150	300	150			50.0%	
1655	Participation PT	777	5,508	7,500	1,992			73.4%	
1660	Art Sales	174	1,262	200	(1,062)			630.8%	
1670	PV Cells	0	5,363	3,500	(1,863)			153.2%	
1680	Advertising income	71	208	200	(8)			104.2%	
	Princess :- Income	3,576	76,501	71,900	(4,601)			106.4%	1,136

Detailed Income & Expenditure by Budget Heading 31/01/2025

Month No: 10

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4000 Salaries & Wages	14,797	86,120	97,317	11,197		11,197	88.5%	
4005 Employers Nat Insurance	1,438	6,756	4,755	(2,001)		(2,001)	142.1%	
4010 Employers S\Annuation	3,298	13,961	14,275	314		314	97.8%	
4060 Training	0	683	1,500	817		817	45.5%	
4065 Travel, Expenses & Subsistence	0	60	150	90		90	40.2%	
4070 Office/IT Equip & Furniture	31	4,043	3,200	(843)		(843)	126.3%	768
4080 Telephone & Broadband	156	1,748	1,900	152		152	92.0%	
4100 Insurance	0	0	5,000	5,000		5,000	0.0%	
4350 Business Rates	798	7,984	9,000	1,016		1,016	88.7%	
4355 Utilities	2,350	22,958	26,500	3,542		3,542	86.6%	
4375 Cleaning	870	6,968	9,000	2,032		2,032	77.4%	
4380 Security & Alarms	596	2,338	2,000	(338)		(338)	116.9%	
4385 Maintenance	488	9,263	13,000	3,737		3,737	71.3%	3,569
4390 H&S/Fire/Inspections	250	2,519	1,500	(1,019)		(1,019)	167.9%	
4635 Waste Collection	(212)	1,977	3,000	1,023		1,023	65.9%	
4700 Technician Cost	1,376	13,959	17,500	3,541		3,541	79.8%	
4701 Show costs	390	13,722	13,500	(222)		(222)	101.6%	2,701
4705 Advertising & Marketing	171	2,732	7,000	4,268		4,268	39.0%	
4710 Licences (exp)	0	816	1,500	684		684	54.4%	
4715 Card Payment Fees	130	1,889	7,500	5,611		5,611	25.2%	
4725 Technical Theatre	193	4,277	3,500	(777)		(777)	122.2%	2,760
4730 Backstage Expenses	0	361	500	139		139	72.2%	
4735 Art Sales Expenditure	0	992	100	(892)		(892)	991.8%	
4740 PTAC Merchandise	364	2,293	3,000	707		707	76.4%	
4745 Participation Freelance	1,325	4,312	3,000	(1,312)		(1,312)	143.7%	465
Princess :- Indirect Expenditure	28,808	212,733	249,197	36,464	0	36,464	85.4%	10,263
Net Income over Expenditure	(25,232)	(136,231)	(177,297)	(41,066)				
6000 plus Transfer from EMR	465	10,263	0	(10,263)				
6001 less Transfer to EMR	0	1,136	0	(1,136)				
Movement to/(from) Gen Reserve	(24,767)	(127,105)	(177,297)	(50,192)				
Grand Totals:- Income	11,957	1,279,622	1,070,926	(208,696)			119.5%	
Expenditure	95,452	845,460	1,070,926	225,466	0	225,466	78.9%	
Net Income over Expenditure	(83,495)	434,162	0	(434,162)				
plus Transfer from EMR	15,098	50,086	0	(50,086)				
less Transfer to EMR	0	1,136	0	(1,136)				
Movement to/(from) Gen Reserve	(68,396)	483,112	0	(483,112)				

Earmarked Reserves

	<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
320	Property Maintenance - EMR	147,700.00	-5,280.00	142,420.00
321	Youth Projects - EMR	5,000.00		5,000.00
323	Princess Cultural Recovery Gra	3,100.00	-3,100.00	0.00
324	Legacy Clock - EMR	10,220.00		10,220.00
325	Service Transfer - EMR	49,700.00		49,700.00
326	IT/Office Equipment - EMR	18,586.17		18,586.17
327	HR Contingency - EMR	30,000.00	-5,803.35	24,196.65
328	Grounds Equipment - EMR	9,310.60		9,310.60
329	Coronation - EMR	800.00		800.00
330	General Maintenance - EMR	28,606.35	-8,830.00	19,776.35
331	Princess Artistic Material Gra	4,700.00		4,700.00
332	Town Crier - EMR	280.00		280.00
335	Highbridge Regeneration	9,800.00		9,800.00
336	Legal Fees - EMR	5,900.00		5,900.00
338	Replacement Van - EMR	31,800.00		31,800.00
339	Tesco S106 - EMR	4,805.69		4,805.69
340	Past Mayor badges - EMR	1,000.00		1,000.00
341	Neighbourhood Plan - EMR	5,800.00		5,800.00
342	You Are Here Boards - EMR	750.00		750.00
343	Princess Maint/Renewals - EMR	12,300.00	-948.70	11,351.30
344	SIDS - EMR	408.34	-335.70	72.64
345	Burnham EVO HTAP - EMR	900.00		900.00
346	Tree Maintenance - EMR	7,500.00		7,500.00
347	Cemeteries Extension - EMR	93,700.00		93,700.00
348	Burnham Shop Fronts Grant - EM	9,900.00		9,900.00
370	PMC SALC Grant - EMR	1,700.00		1,700.00
372	PMC Artistic Budget - EMR	4,607.70	-2,759.78	1,847.92
374	PMC Somerset Community Grant	3,000.00	-2,519.68	480.32
375	PMC Match Funding - EMR	5,000.00		5,000.00
380	Cemeteries Provision - EMR	82,500.00		82,500.00
385	High St Fund - EMR	50,000.00	-63.54	49,936.46
386	Events - EMR	6,123.27		6,123.27
400	CIL - EMR	119,800.85	-17,960.94	101,839.91
		<u>765,298.97</u>	<u>-47,601.69</u>	<u>717,697.28</u>

Explanations for overspends – based on Apr-Jan forecast – expenditure only

Budget Code	Name of budget	Comments
100/4005	National Insurance	Underbudgeted slightly.
100/4060	Training	Backlog of invoices received from SALC for 2022-23.
100/4095	Subscriptions & Support	SALC affiliation fee 22-23.
200/4355	Utilities	Underbudgeted slightly.
200/4390	H&S/Fire/Inspections	Re-allocation of fire related invoices originally allocated to Maintenance.
210/4360	Electricity Town Centre	Underbudgeted slightly.
210/4365	Highbridge Clock Elec	Unmetered supply invoices increased substantially after budget was set. Costing c.£150 per month
300/4370	Water Rates	Underbudgeted for increase in costs.
400/4440	Dog/Litter Bins	New dog waste bin needed, not included in budget.
400/4445	SIDS	Repair to damaged device in September £428.
400/4450	Floral Decorations	Invoice received in Aug for summer watering hanging baskets & flowerbeds, agreed overspend F&R Cttee 29/04/24.
500/4355	Utilities	Bills for Oct-Mar included – should have been accrual.
600/4005	Employers Nat Insurance	Underbudgeted.
600/4070	Office/IT Equip & Furniture	Café furniture & equipment purchased in Café changeover.
600/4380	Security & Alarms	Prepayment of £516.85 for 2025/26 for annual alarm contract.
600/4390	H&S/Fire/Inspections	Increase in costs to ensure compliance.
600/4735	Art Sales Expenditure	This is a contra – income received and payment to artist minus commission
600/4745	Participation Freelance	Underbudgeted.

Notes

120/4250 Toilets – all invoices for the year now received
120/4255 Dog Bins – all invoices for the year now received
400/4470 Town Centre Cleaning – all invoices for the year now received

Date:11/02/2025

Burnham & Highbridge Town Council Current Year

Page 1

Time: 13:26

Bank Reconciliation Statement as at 31/01/2025
for Cashbook 6 - CCLA Public Sector Deposit

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CCLA Public Sector Deposit	31/01/2025		500,000.00
			<u>500,000.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			500,000.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			500,000.00
		Balance per Cash Book is :-	500,000.00
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date:11/02/2025

Burnham & Highbridge Town Council Current Year

Page 1

Time: 12:35

Bank Reconciliation Statement as at 31/01/2025
for Cashbook 1 - Natwest Current Account

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
NatWest Current Account	31/01/2025		597,337.10
			<u>597,337.10</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			597,337.10
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			597,337.10
		Balance per Cash Book is :-	597,337.10
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date:10/02/2025

Burnham & Highbridge Town Council Current Year

Page 1

Time: 11:48

Bank Reconciliation Statement as at 31/01/2025
for Cashbook 2 - NatWest 2 account – Princess

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
NatWest 2 Account - Princess	31/01/2025		14,371.03
			<u>14,371.03</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			14,371.03
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			14,371.03
		Balance per Cash Book is :-	14,371.03
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date:11/02/2025

Burnham & Highbridge Town Council Current Year

Page 1

Time: 13:19

Bank Reconciliation Statement as at 31/01/2025
for Cashbook 3 - Cashplus Pre-paid card

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Cashplus Pre-Paid Card	31/01/2025		0.81
			<hr/> 0.81
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			0.81
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<hr/> 0.00
			0.81
		Balance per Cash Book is :-	0.81
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date:11/02/2025

Burnham & Highbridge Town Council Current Year

Page 1

Time: 13:15

Bank Reconciliation Statement as at 31/01/2025
for Cashbook 5 - Princess Float

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Princess Float	31/01/2025		1.50
			<u>1.50</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1.50
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1.50
		Balance per Cash Book is :-	1.50
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date:11/02/2025

Burnham & Highbridge Town Council Current Year

Page 1

Time: 14:27

Bank Reconciliation Statement as at 31/01/2025
for Cashbook 7 - Government Procurement Card

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Government Procurement Card	31/01/2025		-407.27
			<u>-407.27</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			-407.27
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			-407.27
		Balance per Cash Book is :-	-407.27
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date:11/02/2025

Burnham & Highbridge Town Council Current Year

Page 1

Time: 13:22

Bank Reconciliation Statement as at 31/01/2025
for Cashbook 4 - Nationwide Saver

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Nationwide Saver	31/01/2025		505,910.81
			<u>505,910.81</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			505,910.81
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			505,910.81
		Balance per Cash Book is :-	505,910.81
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Statement of Account

Miss Brookes
The Old Courthouse
Jaycroft Road
Burnham-on-Sea
Somerset
TA8 1LE

5 February 2025

Account name: **BURNHAM-ON-SEA & HIGHBRIDGE TOWN COUNCIL**
Account number: **[REDACTED]**
Statement period: **31/12/2024 to 31/01/2025**

Account summary

Total valuation as at 31 January 2025 **£500,000.00**
Total valuation as at last statement at 31 December 2024 **£750,000.00**

Holdings as at 31 January 2025

Fund name	Unit/share holdings	Price per unit/share	Value
The Public Sector Deposit Fund SC4 GB00B3LDFH01	500,000.0000	£1.00	£500,000.00
			Total value
			£500,000.00

Transactions for the period from 31 December 2024 to 31 January 2025

The Public Sector Deposit Fund SC4

Transaction date	Transaction type	Unit/shares	Price per unit/share	Amount (GBP)
09/01/2025	Withdrawal	-250,000.0000	£1.0000	£-250,000.00

Correspondence address: PO Box 12892, Dunmow, Essex CM6 9DL

Fund documentation is available at www.ccla.co.uk/investments, or may be requested from our Client Services team. Telephone calls are recorded.
CCLA Investment Management Limited (registered in England & Wales, No. 2183088) is authorised and regulated by the Financial Conduct Authority.
Registered address: One Angel Lane, London EC4R 3AB.

The average Fund yield for this period was 4.72% p.a.

Income for the period is as follows:

Month	Date paid	Method	Amount (£)	Destination
Jan 2025	04/02/2025	Paid to Nominated Bank Details	£2,261.63	

Before making any additional investments into CCLA funds, please read the most recent version of the relevant fund's key information document (KID). KIDs can help investors understand the nature, risks, costs, potential gains and potential losses of fund, and compare the fund with other products. The KIDs for our funds are available in the investments section of our website at, www.ccla.co.uk. Or, you can ask us to send you copies, free of charge, by emailing our Client Services team at clientservices@ccla.co.uk.

Please keep all documents (including this statement) safe as you may need to refer to the information in the future.

If you would like to discuss any of the information on your statement please contact Client Services.

A glossary of terms used in this communication is available on www.ccla.co.uk/glossary. If you would like the information in an alternative format or have any queries, please call us on **0800 022 3505** or email us at [**clientservices@ccla.co.uk**](mailto:clientservices@ccla.co.uk).

SUMMARY FOR BURNHAM-ON-SEA AND
HIGHBRIDGE TOWN

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON, LE18 9EN

Tel: 0800 008 008
Outside UK: +44 1604 269452
ROI: 0300 020 0184
Online: www.barclaycard.co.uk/commercial

Company reference:
Statement date: 28 January 2025
Page number: 1 of 3
Monthly spend limit: £2,000.00

Date of previous statement: 28 December 2024
Previous balance: £344.86
Payment received: £344.86 CR
Total of charges and adjustments: £0.00
Total of new spending: £407.27
New balance: £407.27
Payment due by: 11 February 2025

Payment instructions

"Thank you for using Barclaycard Commercial. Your bank account 5****431, at branch 60 -**- 12 will be debited with the amount of the new balance on or immediately after 11 February 2025."

Allocation of payments

If you do not pay off the full amount outstanding by the payment due date, we will allocate any partial payments to the outstanding balance in the following order: Default fees, Interest, Service Charges, Fees, Transactions and Cash.
The way in which payments are allocated can make a significant difference to the amount of interest you will pay until the balance is cleared completely.

Payments, charges and adjustments

	BALANCE FROM PREVIOUS STATEMENT	344.86
13 Jan 2025	DIRECT DEBIT PAYMENT THANK YOU	344.86 CR
Total of payment, charges and adjustments		£0.00

New balances by individual cardholder

Name	Card number	Monthly spend limit	Balance
M M BROOKES	<div></div>	500	407.27
Total cardholder expenditure			£407.27
New balance			£407.27

MS BROOKES
BURNHAM-ON-SEA AND HIGHBRIDGE TOWN
THE OLD COURTHOUSE
JAYCROFT ROAD
BURNHAM-ON-SEA
TA8 1LE

SUMMARY FOR BURNHAM-ON-SEA AND HIGHBRIDGE TOWN

[Redacted]

Company reference:	5566771589601567
Statement date:	28 January 2025
Page number:	2 of 3



Barclaycard is a trading name of Barclays Bank PLC and Barclaycard International Payments Limited.

Barclays Bank PLC. Registered in England No. 1026167.
Registered Office: 1 Churchill Place, London, E14 5HP, United Kingdom

Barclaycard International Payments Limited, trading as Barclaycard, is regulated by the Central Bank of Ireland. Registered Number: 316541.
Registered Office: One Molesworth Street, Dublin 2, Ireland, D02 RF29. Directors: James Kelly, Mary Lambkin Coyle, Steven Lappin (British), Peter Morris and David Rowe.

[Redacted]

STATEMENT FOR N M BROOKES

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON LE18 9EN

Tel: 0800 008 008
Outside UK: +44 1604 269452
ROI: 0300 020 0184
Online: www.barclaycard.co.uk/commercial

Company reference: [REDACTED] 1567
Card number: 5566771711354721
Statement date: 28 January 2025
Page number: 3 of 3
Monthly spend limit: £500.00

Date	Description	Amount
8 Jan 2025	ST JOHN AMBULANCE SHEFFIELD	234.00
090185481475	CHARITABLE AND SOCIAL SERVICE ORGANIZATIONS	
20 Jan 2025	DNH*123REG#3497924184 345-450-2310 GBR	15.59
220182304955	COMPUTER NETWORK/INFORMATION SERVICES	
20 Jan 2025	Intuit Ltd Mailchimp London GBR	82.68
200117979675	CONTINUITY/SUBSCRIPTION MERCHANTS	
22 Jan 2025	WEST MONKTON PARISH CO TAUNTON GBR	75.00
240155184225	EATING PLACES, RESTAURANTS	
4 new purchases / cash advances. Total of spending.		£407.27

[REDACTED]

MS N M BROOKES
BURNHAM-ON-SEA AND HIGHBRIDGE TOWN
THE OLD COURTHOUSE
JAYCROFT ROAD
BURNHAM-ON-SEA
TA8 1LE



Transactions from 31-JAN-2025 to 31-JAN-2025

Account name or alias BOS No 2 Ac	Account number [REDACTED]	Sort code [REDACTED]	Account currency GBP
Debit or credit Any	Current cleared balance 27015.31		

Any eligible deposits you hold with us are protected by the Financial Services Compensation Scheme (FSCS). A link to the FSCS Information Sheet and list of exclusions can be found on your digital statement. For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk.

Date	Type	Transaction details	Debit	Credit	Balance
Closing balance					14,371.03
31-Jan-2025	CHG	03JAN A/C 87132346	-25.27		14,371.03
31-Jan-2025	BAC	CARD TXNS 280125, 48581061		99.00	14,396.30
31-Jan-2025	BAC	CARD TXNS 280125, 48510771		293.00	14,297.30
Opening balance					14,004.30
Totals			-25.27	392.00	



Transactions from 31-JAN-2025 to 31-JAN-2025

Account name or alias	Account number	Sort code	Account currency
Linked Account			GBP
Debit or credit	Current cleared balance		
Any	547257.26		

Any eligible deposits you hold with us are protected by the Financial Services Compensation Scheme (FSCS). A link to the FSCS Information Sheet and list of exclusions can be found on your digital statement. For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk.

The interest rate is 1.25% gross 1.26% AER.
This is based on the balance of 31st of January 2025.

Date	Type	Transaction details	Debit	Credit	Balance
		Closing balance			596,337.10
31-Jan-2025		FROM 56092431		218.02	596,337.10
31-Jan-2025	INT	31JAN GRS 54374901		623.01	596,119.08
		Opening balance			595,496.07
		Totals	0.00	841.03	



Transactions from 31-JAN-2025 to 31-JAN-2025

Account name or alias BOS HB Main Current Ac	Account number [REDACTED]	Sort code [REDACTED]	Account currency GBP
Debit or credit Any	Current cleared balance 774.01		

Any eligible deposits you hold with us are protected by the Financial Services Compensation Scheme (FSCS). A link to the FSCS Information Sheet and list of exclusions can be found on your digital statement. For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk.

Date	Type	Transaction details	Debit	Credit	Balance
Closing balance					1,000.00
31-Jan-2025		TO 54374901	-218.02		1,000.00
31-Jan-2025	CHG	03JAN A/C 56092431	-33.98		1,218.02
31-Jan-2025	BAC	BURNHAM AND WESTON, ROOM HIRE 24.02.25, FP 31/01/25 0945, 21094526565266000N, ROOM HIRE 24.02.25		57.00	1,252.00
31-Jan-2025	BAC	FINE MEMORIALS LT, PRICE BRENT RD, FP 31/01/25 0923, RP4679968467955300		195.00	1,195.00
Opening balance					1,000.00
Totals			-252.00	252.00	

Green Team Meeting: 13th January- Cllr Metcalfe

The Green Team are continuing their efforts and I've created a google map to aid them in mapping the flower beds in Burnham and Highbridge.

Morland Hub Trustees Meeting: 21st January 2025- Cllr Millard

The Chair explained that due to a change of personal circumstances, Tony has resigned as a Trustee. Andy Brewer has also tendered his resignation to come into force at the next AGM. We were pleased to welcome the Chair of the Men's Shed, Mr Russell Glead, to replace Tony on the board.

The Hub is in a strong position financially and is waiting for planning permission for the new development. Somerset are waiting on agreement for Biodiversity Net Gain. Then the Trustees will apply for funding.

There are many activities happening at the hub as they reach out to their community. The War Veterans Group is slowly gaining momentum. The Christmas meal was well attended and very successful. The Development Manager has some new projects working with Spark and local members of the community.

The Pantry is regularly feeding over 90 people each week. They have established some good suppliers and have a sound financial balance. There is clearly a great need for this service in the community.

The next meeting will be in May and an extraordinary meeting will be called as soon as the planning permission is granted.

Burnham Community Centre Meeting 23rd January- Cllr Gudka

The meeting discussed a successful new initiative. Somerset Community Fund granted the centre £18,000 to help them offer Sunday lunches to vulnerable people in the community. Part of this grant has been used for new kitchen equipment and crockery. The grant also supports the provision of the food which is sourced as pre-prepared meals that need to be heated up. The lunches were advertised on Burnham-on-Sea.com and there has been a good take up, to the extent that the service is close to capacity at the moment. The attendees are mainly older people who can enjoy not just a meal but an afternoon of social activity as well. Not many families have attended.

Following a donation of a long standing collection of historical documents and items, an archive room has been set up for the local history project. Work to catalogue donated material is progressing and the centre has been supported with equipment to help digitise slides and microfiche films. Somerset Day, 11th May will see a special event to open up the archives. The Local History Group will celebrate its 40th anniversary at the same time and will be part of the day.

The project to reduce the cost of heating and decarbonise it has been delayed on a number of fronts. The boiler upgrade and infrared heating is awaiting the installation of a 3-phase

meter and was also delayed by issues with parts. The installation of solar panels has been delayed because Somerset Council has yet to give permission for them. Generally the calendar of bookings is getting more full. It is estimated that over 300 people use the facility regularly.

The centre is working on proposals for signage on the side of the building to make the building and the services it offers more prominent but would also like to investigate whether road signs from the town centre could be installed.

Fritzlar Twinning Society: 22nd January 2025- Cllr Perry

The meeting began with a presentation from Rob Jones on the work of Somewhere House.

Dates for the visit from the Fritzlar Partnerschaft to Burnham have not yet been confirmed. It is thought that the visit will be between 23rd-28th June. A discussion took place on the potential programme of events for those visiting from Germany.

Burnham LCN: 25th January 2025- Cllr Millard

Introductions (including any apologies for absence)

The Chair, Somerset Councillor, Cllr Peter Clayton introduced the meeting, apologised for the online format due to staff sickness, and encouraged new members to introduce themselves in the chat.

Apologies were received as noted above.

Agreement of notes from previous meeting – 24/09/2024 Previous Meeting Actions

Declining Attendance

Cllr Kevin Bray has been able to visit all Parish Councils to raise awareness of Burnham LCN and encourage participation. For each meeting (working group and main LCN) the Link Officer will ensure all parish clerks are included in notifications and reminders.

Transport Working Group

Is there an appetite to explore establishing a transport working group to address local transport issues. This has been raised as a need following the needs assessment (see below).

Warm Spaces Initiative

This LCN would like to gather feedback on the effectiveness of the warm spaces initiative, with the possibility to host “winter preparedness” workshops for future sessions.

Accessible Venues

We can confirm that accessible venues with good Wi-Fi had been secured for future meetings. Please see further details on next meetings below.

Street Lighting

Need for better and more street lighting in rural parishes to improve safety for night and dusk walking.

Pedestrian Crossings

Need for more pedestrian crossings in rural villages, especially on A roads, to ensure safer crossing for residents.

Speed Limit Signage

Need for more and better speed limit signage in rural villages, including illuminated signs in unlit areas and reduced speed limits on unclassified roads and A roads passing through villages.

Verges and Hedges Maintenance

Importance of maintaining verges and hedges in rural villages to prevent the narrowing of carriageways and reduce risks for pedestrians.

Community Buildings

Need for improvements to community buildings, including better heating, energy-efficient lighting, and better facilities to allow access for all people.

Access to Food Banks and Warm Spaces

Greater access to food banks for rural areas. Access to warm spaces within towns and parishes with facilities for hot food and drinks at affordable prices.

Community Transport and Youth Engagement

Need for community transport for rural villages and better access to youth centres and activities. He also mentioned the importance of greater engagement from town planners with residents regarding major planning applications.

Parish needs assessment feedback Community Needs Assessment

Many thanks for the contributions to the Needs assessment as conducted by Cllr Kevin Bray. The results highlighted issues such as better street lighting, pedestrian crossings, speed limit signage, maintenance of verges and hedges, and improvements to community buildings and sports facilities (please see presentation pdf)

Community Transport

Need for community transport in rural villages, suggesting that parishes could own or share transport operated by volunteers for various purposes, including shopping trips and medical visits.

Youth Centres Access

Importance of providing access to social and youth centres for children and teenagers in rural areas, along with community transport to facilitate travel to these centres.

Town Planners Engagement

Need for greater engagement from town planners with residents regarding major

planning applications and the enforcement of planning approvals and conditions.

Local Plan Engagement Somerset Local Plan Engagement

The discussion included a 10-minute video presentation by Louise Mansfield and Julia Dorrington, urban planners from Allies and Morrison Architects, who are working alongside Somerset Council's principal planning policy officer. The video explained the local plan, its purpose, and the engagement process. The local plan is a document that guides change in the area and identifies where development and investment should take place. It covers various topics, including homes, transport, shops, services, open spaces, infrastructure, and new buildings.

The presentation highlighted the importance of early engagement and how the input from the LCN representatives would help shape the vision, objectives, and policies of the local plan. The local plan looks into the future, up to 2045, and aims to meet the needs of the future population.

After the video, the meeting participants were divided into breakout rooms for a workshop on specific topics related to the local plan. The workshop aimed to gather ideas and priorities from the participants, understand what they love about their local area, and identify what they would like to see more of in the future.

The key topics covered in the workshop included:

- Decent homes for all
 - Health and well-being of residents
 - Economic sustainability through shops, services, education, and employment
 - Culture, community, and play within communities
 - Moving and getting around sustainably
-
- Green spaces and landscapes, including water and biodiversity
 - Character, heritage, and design in terms of built and social heritage.

Working group updates

Children and Young People Working Group

Alex Lyons and Emmaline provided an update on the Children and Young People Working Group, focusing on mapping local activities, engaging with schools, and connecting with Somerset Youth Theatre for a feasibility study on rural service provisions.

Mapping Local Activities

Focus on mapping local activities and gathering information on what is available for children and young people in the area.

Engaging with Schools

Plans to engage with primary and secondary schools to understand the needs and preferences of children and young people in the area.

Somerset Youth Theatre

Undertaking feasibility study on rural service provisions, and the importance of this study in understanding and improving services for young people in rural areas.

Major Road Works

The major road works in and around Bridgwater, including the work at Dunball roundabout and Puriton Hill, and the need for better discussions with neighbouring LCNs to minimize disruption.

Highways Conditions Enforcement

There is a need for better enforcement of highway conditions, especially in light of the lack of enforcement officers, and the importance of following up on this issue.

Strategic and Operational Parts

The need to understand the relationship between the strategic and operational parts of highways, particularly in relation to planning and traffic modelling.

Highways Financial Clarity

Concerns about the lack of clarity on what highways will not be doing in the next financial year, making it difficult for parishes and town councils to plan accordingly.

Highways Highways Working Group

Alan reported on the Highways Working Group's recent meeting, discussing major road works, the need for better discussions with neighbouring LCNs, enforcement of highway conditions, and the lack of clarity on what highways will not be doing in the next financial year.

Next steps and actions

Local Plan Engagement: Attend the next stage of the local plan engagement workshop on February 25th at Canalside, Bridgwater. Ensure to book a place as the venue has a limit of 80 participants.

Highways Working Group: Next meeting scheduled for February 10th with representation from Bridgwater and Avalon and Polden LCN.

A38 Engagement: Meeting on February 11th at 10:00 AM at Axbridge Town Hall. Contact Megan Harnedy to confirm attendance.

Children and Young People Working Group: Meeting on February 24th at 3:30 PM online.

Feedback and Contributions: If you have additional thoughts or feedback, email burnhamlcn@somerset.gov.uk.

Date and Venues of future meetings / Actions March 25th at 6:30 PM at Manor Hall, Lympsham. June 17th at 6:30 PM at Pawlett Sports Pavillion.

Date	Action	Completed by
Ongoing	The need for continued collaboration with local businesses and community members.	Everyone
TBC	Invite a leader of micro providers to a future meeting	Link officer
Ongoing	Consider having a health and wellbeing focus in another meeting	Everyone
Ongoing	Each parish to research their area to find all business within the parish and bring the information to the next meeting	Everyone

Better BOS: 20th February 2025 – Cllr Gudka

General

It is still expected that an email request from Better BoS for access to footfall data will be received by the office shortly. Ideally a meeting can be arranged where the data download is agreed and then sent.

The group received a good response to the request for volunteers to be interviewed to form a better picture of the needs of different groups. By mid-March we expect to have completed 13 in depth interviews that represent a range of different profiles. There is still a need for representation from under 24 year olds, holiday makers and commuters. The group continues to seek a few more interviewees.

There are some common themes already emerging from the interviews, both positive aspects of the town and areas to address.

Signage

A positive response has been received from the Growing Group in support of the proposals.

Better BoS is pulling together a more detailed plan which will come to Council seeking support in principle. This support will be requested to seek permissions from Somerset Council and to give weight to funding requests.

Events

No significant update. The Project Initiation Document (PID) envisages

1. Link with existing organisations who plan to hold an event to signpost to policies and procedures. Making available “off the shelf” documents that can

be modified to meet organisers needs.

2. Create opportunities for community groups to develop a collaborative approach to event planning and utilisation of equipment they are willing to share.

Enterprise Hub

Better BoS is still considering what the detail of this proposal looks like, but is mindful that other groups are also looking into community facilities and will consult with others to shape proposals.

Devolution Working Group

Minutes of the meeting held on 30th January 2025 at 6pm, at The Old Courthouse, Jaycroft Road, Burnham-on-Sea

Present: Cllrs Clayton, Facey (Chair), Gudka, Matthews, Perry, Vickers and the Town Clerk

1. Apologies for absence

Apologies were received from Councillor Millard.

2. Feedback from meeting with Somerset Council regarding the public conveniences and consider any recommendations to Council

The Town Clerk advised that a positive site meeting was held with Officers from Somerset Council. Somerset Council are offering the Town Council to take on the whole building at Apex Park instead of just the public conveniences, at no additional charge.

Issues were raised particularly about the repairs required at the Esplanade toilets and the alarm system in the disabled toilets. Separating of utility bills were discussed.

A response to all the queries raised is still awaited.

The Working Group agreed to recommend to Council to acquire the whole Apex Park building.

3. To review floral display options

The Working Group reviewed the list of floral display areas. It was agreed that the priority should be planted areas that should be maintained. The Working Group agreed a recommendation to be made to the Assets and Amenities Committee for consideration.

The Clerk will follow up on some of the queries raised.

A discussion regarding sponsorship took place and a hanging baskets order form was considered.

4. Agenda items for next meeting

To be agreed by Town Clerk in consultation with the Chairman.

5. Date of next meeting

To be confirmed.

Burnham on Sea & Highbridge Town Council

Timetable of Meetings 2025/26

THE AGENDA FOR EACH MEETING WILL STATE THE TIME AND VENUE FOR EACH MEETING. MOST MEETINGS ARE AT 7PM AND HELD AT THE TOWN COUNCIL OFFICES, JAYCROFT ROAD, BURNHAM ON SEA.

MONTH	DAY	DATE	COMMITTEE
APRIL			
	Monday	28th	Finance & Governance
MAY			
	Tuesday	6th	Assets and Amenities
	Wednesday	14th	Planning
	Thursday	15th	Annual Towns Meeting
	Monday	19th	Town Council
JUNE			
	Wednesday	4th	Planning
	Monday	9th	Finance & Governance
	Wednesday	25th	Planning
	Monday	23rd	Town Council
JULY			
	Tuesday	1st	Assets and Amenities
	Wednesday	16th	Planning
	Monday	21st	Finance & Governance
AUGUST			
	Wednesday	6th	Planning
	Monday	11th	Town Council
	Wednesday	27th	Planning
	Tuesday	19th	Assets and Amenities
SEPTEMBER			
	Monday	1st	Finance & Governance
	Wednesday	17th	Planning
	Monday	22nd	Town Council
OCTOBER			
	Wednesday	8th	Planning
	Monday	13th	Finance & Governance
	Wednesday	29th	Planning
	Tuesday	21st	Assets and Amenities
NOVEMBER			
	Monday	3rd	Town Council
	Wednesday	19 th	Planning
	Monday	24th	Finance & Governance
DECEMBER			
	Wednesday	10th	Planning
	Monday	22nd	Finance & Governance
	Monday	15th	Town Council
	Tuesday	16th	Assets and Amenities
JANUARY			
	Monday	12th	Finance & Governance
	Wednesday	14th	Planning

Burnham on Sea & Highbridge Town Council

Timetable of Meetings 2025/26

THE AGENDA FOR EACH MEETING WILL STATE THE TIME AND VENUE FOR EACH MEETING. MOST MEETINGS ARE AT 7PM AND HELD AT THE TOWN COUNCIL OFFICES, JAYCROFT ROAD, BURNHAM ON SEA.

	Monday	19th	Town Council
FEBRUARY			
	Wednesday	4th	Planning
	Monday	9th	Finance & Governance
	Tuesday	17th	Assets and Amenities
	Wednesday	25th	Planning
MARCH			
	Monday	2nd	Town Council
	Wednesday	18th	Planning
	Monday	23rd	Finance & Governance
APRIL			
	Wednesday	8th	Planning
	Monday	13th	Town Council
	Tuesday	21st	Assets and Amenities
	Wednesday	29th	Planning



To consider the recommendation from the Finance and Governance Committee to use the vehicle replacement earmarked reserves for the purchase of a new council van

The Finance and Governance Committee considered a detailed report with different vehicle options including electric and hybrid. The new council vehicle is required to provide the additional services.

After much debate the Committee agreed that the following quotation should be accepted

Company	Vehicle	Price (Diesel)	Tow bar	Road Tax and registration fee	Warranty	Total Cost
A 2 weeks delivery	Ford Transit Double / Cab 350 L3 2.0 EcoBlue 130ps Manual RWD SRW Leader Dropside in Frozen White	£31,795.00 + VAT	£575 + VAT	Road fund licence £335 Registration fee £55	3 Years Manufacturer's Warranty	£32,760.00 + VAT

The Committee agreed £1,880 for additional requirements e.g. sign writing, beacons, seat covers and ramps etc.

The tow bar fitting is to be considered further to see if it can be fitted cheaper locally.

£3,000 is to be taken from the vehicle replacement budget.

Recommendation

The Finance and Governance Committee recommend that Council approves that £31,640 to be taken from the replacement van earmarked reserve for the vehicle can be purchased.



Report for councillors: **Apex Park Building**

Issued to: **Town Council - 4th March 2025**

1. Purpose of Report

For the Council to consider the recommendation from the Devolution Working Group to take on the management and maintenance of the Office at Apex Park

2. Background

During discussions with Somerset Council regarding how the Apex Park building will be managed when the Town Council takes on responsibility for the public convenience situated within the building, it became clear that it would be very difficult to split the management of the building.

Somerset Council have proposed that the Town Council take on the management and maintenance of the whole building. This consists of a small office area, which includes a kitchenette. Somerset Council do not have records of any regular users for this room.

The building seems to be in good condition, although a survey has not been undertaken.

If the Town Council does take on the building, it would be required to take on the responsibility and costs relating to the defibrillator. Although this will be very minimal, the defibrillator is quite old and is a different make to the other defibrillators the Town Council has installed elsewhere.

There is also a water fountain on the building that the Town Council would need to take on responsibility. The former District Council had a contract with a company for 3 visits a year for cleansing, which cost in the region of £200 p.a. Somerset Council are trying to find out if this contract is still in place and the terms of the contract.

There are a couple of noticeboards on the building, which could be used for Town Council information.

3. Financial Implications

Somerset Council would charge a peppercorn rent for the whole building instead of just the public conveniences.

The additional insurance costs would be approximately £80.00.

Somerset Council have not provided running costs for the building, however, the main costs relate to the public conveniences, which has already been budgeted for.

Other costs that would need to be covered; general maintenance and repairs, defibrillator and the water fountain.

4. Recommendation

The recommendation is for the Council to approve the Devolution Working Groups recommendation to take on the management and maintenance of the Apex Park building.



Report for councillors: Purchase of New Van

Issued to: Committee Meeting - 4th March 2025

1. Purpose of Report

For Council to consider quotations for the purchase/lease of a vehicle for use by the Estates Manager.

2. Background

As part of the fleet of vehicles required to maintain the Town Councils Estates and open spaces, a new van is required in preparation of the new services being provided by the Town Council in April, due to the devolution.

This vehicle will be mainly used by the Estates Manager and when needed for the transportation of staff and equipment and enables the efficient dropping of loads.

3. Financial implications

Different make and models such as Ford, Toyota, and Maxus were sought in diesel, electric and hybrid options. Toyota has stopped the manufacture of their electric Hilux and the electric Maxus is in short supply.

Specification

- Engine should be minimum of 120ps
- 4WD
- Tow bar with associated electrics
- sufficient towing capabilities for a bowser and trailer
- In white

Diesel

Since September 2015, AdBlue has been introduced for all new diesel vehicles in response to global environmental concerns. Newer models are equipped with systems that use AdBlue to produce less harmful and cleaner emissions. In general, vehicles that meet Euro 6 Emission Standard (which demand a 67% drop in nitrogen oxides in exhaust emissions) are likely to use AdBlue technology. The Ford Ranger meets the Euro 6 Emission Standard.

Electric

Electrical vehicles were sought, however only 2 vehicles were identified a Maxus Rygor T90 and a Toyota Hilux. After investigation it was established that Toyota stopped manufacturing the Hilux due to ongoing issues and the Maxus did not do well in reviews.

An electric vehicle does not have the towing capacity that a non-electric vehicle has, this is due to electric vehicles weighing more than vehicles powered by a diesel engine, they generally have less capacity for payload (the weight that can be legally carried within the 3.5 tonne limit of the vehicle).

Charging points would also need to be considered.

Hybrid

Hybrid vehicles were considered, although there were limited options, a Ford Ranger was identified. However, this is not on the market until May 2025, it was established that the battery only has a range of 26 miles, the price for this option is £48,000.

Towing

The vehicle will need to have sufficient towing capacity to accommodate the weight of the trailer and bowser. For a full 2,000L bowser it will weigh 2,500kg.

Towing Capacity:

The maximum legal weight a vehicle can tow.

Ford Ranger – 750kg braked, 2500kg unbraked

Maxus – 750kg braked, 1500kg unbraked

The vehicle will need a sufficient payload to accommodate staff, fuel, battery and equipment.

Payload:

Ford ranger – 1805kg

Maxus – 1000kg

Research

Local councils were contacted and consulted on the vehicles used and recommendations. Overall, the one suggested was a Ford Ranger Van.

The Ford Ranger has been identified as being easy to maintain locally, with parts readily available.

Quotations have been obtained from various suppliers for a Ford Ranger van and a Maxus T90 which is the only electric version found.



Ford Ranger



Maxus T90

Purchase

Company	Vehicle	Price (Diesel)	Other Costs	Notes	Total Cost
A Delivery – 1 week	Ford Ranger Double cab 2.0L TD Ecoblue Frozen white	£41,735 + VAT	Road fund licence £335 Registration fee £55 Tow bar £975 Roller Shutter £1800 Load liner £400	Towing Capacity 2.5kg	£45,300 + VAT
B Delivery – 4 weeks	Ford Ranger Double cab 2.0L TD Ecoblue Frozen white	£44,900 + VAT	Road fund licence £335 Registration fee £55 Tow bar £975 Roller Shutter £1800 Load liner £400	Towing Capacity 2.5kg	£48,465 + VAT
C Delivery -1 week	Ford Ranger Double cab 2.0L TD Ecoblue Frozen white	£38,650 + VAT	Road fund licence £390 Registration fee £55 Tow bar £495 Roller Shutter £1500 Load liner £400	Towing Capacity 2.5kg	£41,490 + VAT
Electric					
D Delivery 3- 4 months	Maxus Rygor T90 EV double cab pick up	£50,525 + VAT	Road fund licence £0.00 Registration fee £55.00 Tow bar £575 Roller shutter and central locking kit £2,240.00	Charge time 45 minutes Single phase household supply will take around 13 hours Colours – orange, grey, black Towing capacity 1500kg Cargo size 1485 x1510x530	After discounts and OZEZ Grant claimed from government for electric vehicles. £25,782.00 + VAT

Leasing

Company	Vehicle	Price (Diesel)	Other Costs	Notes	Total Cost
Diesel					
E Delivery 6-8 weeks	Ford Ranger Double cab 2.0 EcoBlue Towbar, roller shutter, liner	24 months Initial rental £4,969.62 Followed by 23 mths £552.18 36 months Initial rental £6,264.45 Followed by 35 mths £696.05	Processing fee £250.00 24 and 36 months, over 10,000 miles pa Excess miles 18.40 pence per mile	Towing Capacity 2.5kg Only have grey as a colour option	24 months £17,669.76 36 months £30,626.20
F Delivery 7 - 10 days	Ford Ranger Double cab 2.0 EcoBlue Roller shutter, liner	24 months Initial rental £868.62 Followed by 23 mths £868.62 36 months Initial rental £679.18 Followed by 35 mths £679.18	Processing fee £0.00 Tow bar £495 24 months Over 10,000 miles pa Excess miles 15.67 pence per mile 36 months Over 10,000 miles pa Excess miles 14.50 pence per mile	Towing Capacity 2.5kg	24 months £21,341.88 37 months £24,945.48
G Delivery 10-12 days	Ford Ranger Double cab 2.0 EcoBlue Towbar, roller shutter, liner	24 months Initial rental £6,432.98 Followed by 23 mths £536.08 36 months Initial rental £6,157.68 Followed by 36 mths £513.14	Processing fee £275.00 24 months Over 10,000 miles pa Excess miles 16.09 pence per mile 36 months Over 10,000 miles pa Excess miles 12.88 pence per mile	Towing Capacity 2.5kg	24 months £19,037.82 37 months £24,905.72
Electric					
H Delivery 3-4 months	Maxus T90 EV double cab pick up	24 months Initial rental £661.90 Followed by 23 mths £661.90 36 months Initial rental £497.56 Followed by 35 mths £497.56	Processing fee £0.00 Tow Bar £599 Roller Shutter £1,500 Liner £595 For 24/36 months Over 10,000 miles per annum, excess miles 0.18 pence per mile	Charge time 45 minutes Single phase household supply will take around 13 hours	24 months £18,579.60 37 months £20,606.16

I Delivery 3 months	Maxus T90 EV double cab pick up Tow Bar, roller shutter	24 months Initial rental £5,451.57 Followed by 23 mths £605.73	Processing fee £250 For 24/36 months over 10,000 miles per annum, excess miles are 18.50 per pence per mile	Charge time 45 minutes Single phase household supply will take around 13 hours	24 months £19,633.36
		36 months Initial rental £4,387.41 Followed by 35 mths £487.49			36 months £21,699.56

Please note: When the van goes back any damages occurred, and the livery needs to be removed at the Town Council expense.

Additional Requirements

Additional consideration will need to be given to the following:

Sign Writing and warning chevrons £320

Top Warning Beacons £250

Grill and back bumper warning beacons £340

Seat covers £230

Ramps to remove equipment on and off the van £740.00

Total £1,880.00

If the electric option is chosen an electrical charging point will need to be considered.

This can range from £1,500 - £4,000

4. Recommendation

The recommendation is to lease a Ford Ranger, accepting quote G for 24 months at a total cost of £19,037.82 plus VAT and £1,880.00 for additional requirements to be allocated from the Estates Vehicle Replacement as prepayment.