

**Minutes of a meeting of the Assets & Amenities Committee held on  
19<sup>th</sup> August 2025 in the Council Chamber, The Old Courthouse,  
Jaycroft Road, Burnham-on-Sea at 7 pm**

**Present:** Councillors L Millard, P. Mills, M. Murphy, S. Perry, C. Searing, B. Vickers, P. Wynn

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

Councillor Perry chaired the meeting

**Public Participation:** There were no representations made.

**120.A25 Apologies for absence**

Apologies were received from Councillor Clayton.

**121.A25 To receive any declarations of interest on items included on this agenda**

There were no declarations of interests.

**122.A.25 To receive and approve the minutes of the Assets & Amenities meeting held on 1<sup>st</sup> July 2025**

The minutes of the previous meeting of the Assets & Amenities Committee meeting held on 1<sup>st</sup> July 2025, were presented by the Chair.

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

**123.A25 To note the most recent committee income and expenditure report**

A query was raised that the cemeteries maintenance budget is nearly spent. A report regarding this will be considered at the next Council meeting.

A question was raised regarding how many companies had sponsored the hanging baskets. It was confirmed that only one request had been received.

Queries regarding overspent cleaning budgets were raised. This is due to the delayed transfer of services inhouse.



**124.A.25 To consider response to correspondence received**

**124.1 To consider request for a dog waste bin at Ash Tree Road**

A lengthy discussion took place. It was noted that several litter bins were situated in the area and a dog bin is already sited on Ash Tree Road.

**Resolved** to request that Somerset Council put stickers on the litter bins to advise that they can be used for disposing of dog waste as well. Improved communication of locations of bins to be made available.

**125.A.25 Princess Theatre**

**125.1 To receive Theatre Manager's update report**

The Top Secret Magic of Science sold 129 tickets in total and over 70 were sold for Truly Andrews.

The Theatre Manager was thanked for the detailed report and congratulated on the increase in ticket sales.

The Theatre Manager's report was noted.

**126.A.25 Cemeteries**

**126.1 To receive cemeteries update report**

The cemeteries report was noted.

**127.A.25 Allotments**

**127.1 To receive allotments update report**

The allotments report was noted.

A query was raised regarding providing further allotments. The Green Team are looking for landowners to release land for allotments, but the Town Council does not own any suitable land.

**128.A.25 Public Conveniences**

**128.1 To receive public conveniences update report**

A query was raised if anything could be done to reduce the number of blockages. This is mainly due to the drainage system. The waterless urinals could be reviewed in the future.

The public conveniences update report was noted.

Concerns were raised about the graffiti, which is being monitored.



**128.2 To consider Apex Park refurbishment quotations - item deferred from previous meeting**

**Resolved** that quotation 1 is accepted at a cost of £14,278 + VAT plus additional costs for portable toilet hire, to be recommended to Council for Community Infrastructure Levy (CIL) expenditure.

**129.A25 To receive the Estate Manager's general update report**

A lengthy discussion took place regarding replacing the bus shelter on Love Lane.

**Resolved** that the schools be contacted to see if the school buses still collect in that area, and if they do it was agreed that the bus shelter should be reinstated.

A query was raised regarding floral displays, and it was confirmed that planning is underway for next year's displays. It would be a Committee decision regarding if more sustainable planting was required.

**130.A25 To receive the Deputy Town Clerk's general update report**

It was confirmed that Somerset Council have not given permission to erect the Speed Indicator Devices (SIDs) on the lamppost and discussions are ongoing.

**131.A25 To consider the installation of a replacement flagpole**

The Town Clerk was asked to enquire if this could be covered by CIL funds.

**Resolved** that the flagpole is replaced with an aluminium pole at a cost of £2,687.72 + VAT.

**132.A25 To consider and approve the Business Plan for The Princess Theatre & Arts Centre for 2025-2028**

Members expressed their thanks to the Theatre Manager for producing the plan and they were pleased with the growth in business, the diversity of shows, and that shows have been adapted after feedback, e.g. the comedy nights.

It was noted that more customer feedback would be beneficial, especially to see how the community and businesses benefit from attendees of the Theatre.

A comment was raised regarding provision of more comfortable chairs and the Theatre Manager confirmed this was being looked into.



**Burnham-on-Sea  
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TOWN COUNCIL

**Resolved** that the Business Plan for The Princess Theatre & Arts Centre for 2025-2028 is adopted.

**133.A25 Date of next meeting**

The date of the next meeting of the Assets and Amenities Committee will be held on 21<sup>st</sup> October 2025 at 7pm.