



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

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

13th January 2026

To: All Members of the Town Council

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the **TOWN COUNCIL** to be held on **19th January 2026** 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

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 M. Facey (Mayor)
Councillor G. Gudka
Councillor R. Keen
Councillor B. Metcalfe
Councillor P. Mills
Councillor K. Pearce
Councillor C. Searing
Councillor B. Vickers

Councillor P. Clayton
Councillor J. Flurry
Councillor A. Hendry
Councillor A. Matthews
Councillor L. Millard
Councillor M. Murphy
Councillor S. Perry
Councillor N. Tolley
Councillor P. Wynn (Deputy Mayor)

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 Meeting Agenda 19th January 2026

- 608.0.T25 Apologies for absence**
- 609.0.T25 To receive any declarations of interest on items included on this agenda**
- 610.0.T25 To receive and approve the minutes of the extraordinary Town Council meeting held on 8th January 2026**
- 611.0.T25 Matters arising from previous minutes**
- 612.0.T25 To receive the Mayors report**
- 613.0.T25 To receive any reports from Somerset Councillors**
To receive the written report of the Somerset Ward Councillors
- 614.0.T25 To receive minutes of previous committee meetings**
Draft minutes have been circulated by email & added to the website
Assets & Amenities Committee – 16th December 2025 & 12th January 2026
Finance & Governance Committee – 22nd December 2025 & 12th January 2026
- 615.0.T25 To receive list of payments up to 10th January 2026**
- 616.0.T25 To receive Town Council Accounts for month of December 2025**
- 617.0.T25 To approve the bank reconciliation for December 2025**
- 618.0.T25 To receive reports from town councillor representatives appointed to outside bodies**
To receive written reports from Town Council representatives on outside bodies



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- 619.0.T25 To consider the recommendation from the Finance & Governance Committee for setting of the budget for 2026/27**
- 620.0.T25 To consider the recommendation from the Finance & Governance Committee for setting of the Precept for 2026/27**
- 621.0.T25 To consider response to correspondence received**
 - 621.1 To consider the draft response recommended by the Planning Committee to the Government Open Consultation on Electric Vehicle Charging: Changes to Permitted Development Rights
 - 621.2 To consider nominating streets for the Local Electric Vehicle Infrastructure (LEVI) Programme
- 622.0.T25 To consider the request to release £7,440 from earmarked reserves for the legal fees for preparing the public conveniences lease documents**
- 623.0.T25 To approve the remembrance wreath overspend**
- 624.0.T25 To review and adopt the Biodiversity Policy**
- 625.0.T25 Date of next meeting**

The next meeting of the Town Council is scheduled for 2nd March 2026 at 7 pm.

**Minutes of a meeting of the extraordinary Town Council held on 8th
January 2026 in the Council Chamber, The Old Courthouse,
Jaycroft Road, Burnham-on-Sea at 6 pm**

Present: Councillors Facey (Chair), P. Clayton, J. Flurry, G. Gudka, A. Hendry, A. Matthews, L. Millard, P. Mills, M. Murphy, K. Pearce, S. Perry, C. Searing, N. Tolley

In attendance: E. Dutton (Deputy Town Clerk), two members of the public.

Public Participation: A councillor from Burnham Without Parish Council spoke regarding the proposed new division boundaries for Somerset Council they expressed concerns on possible precept increases and financial implications due to boundary changes.

604.0.T25 Apologies for absence

Apologies were received from the Town Clerk and Councillors Vickers and Metcalfe.

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

There were no declarations of interest.

606.0.T25 To receive and approve the minutes of the Town Council meeting held on 15th December 2025

The minutes of the previous meeting of the Town Council, held on 15th December 2025, were presented by the Mayor.

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

607.0.T25 To agree a response to the Local Government Boundary Commission consultation on proposed new division boundaries for Somerset Council

Councillor Gudka provided an overview of a draft response prepared for consideration.

A detailed and lengthy discussion took place.

Resolved to submit the response, incorporating the agreed additional paragraph below, to the Local Government Boundary Commission

While boundaries remain broadly unchanged, the proposed Highbridge North has been reduced by two councillors. This adjustment creates



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an imbalance when compared with neighbouring areas. The level of representation should be even across all divisions.

DRAFT

Mayor's Report

Since the last Town Council meeting, I have attended the following events;

- 10th December, Kaffe and Kutchen - I attended the Fritzlar Twinning Group Christmas meeting which was well attended.
- 11th December, Town Council Volunteers Thank You Event – This was an enjoyable event to thank those who help the Town Council provide a service to its residents.
- 11th December, Burnham & Highbridge Choral Society Christmas Concert – attended by Deputy Mayor and held at the Our Lady & The English Martyr Catholic Church.
- 17th December, King Alfred School Awards Evening.
- 18th December, I attended the private viewing of art prints held at the Princess Theatre & Arts Centre – This was a very enjoyable evening.
- 20th December, Sea Cadets Christmas meal held at the Sea Cadet Hut – lovely evening and was made to feel very welcome.
- 21st December, Kingdom Life Church Carols in the Manor Gardens – it was a lovely service, but sadly the weather was not the best.
- 21st December, St Andrews Church Parish Carol Service – Another lovely service and I was honoured to do a reading.
- 22nd December, visited nursing homes in Burnham with Town Crier – We were touched to see the care given to the residents and how well the homes were run.
- 13th January, Baptist Church Youth Club – I dropped in to see the new youth centre.

I am meeting with Clare Moody, Avon and Somerset Police and Crime Commissioner on 23rd January. We will be discussing community safety issues and I will be raising concerns regarding the number of Officers assigned to Burnham-on-Sea and Highbridge.

January 2026

Monthly Report from your Liberal Democrat Somerset Councillor

Somerset Council Calls for Fairer Funding Despite Local Government Finance Settlement

Somerset Council's Leader, Bill Revans, cautiously welcomes the three-year Local Government Finance Settlement for 2025/6, which includes a 13% increase in Core Spending Power over three years. However, he emphasises the need for a fairer funding model that doesn't over-rely on Council Tax, as approximately 97% of this increase is expected to come from local taxpayers. Cllr Revans says: "The reliance on Council Tax is unsustainable for essential services".

While the council anticipates being marginally better off next year, it faces significant future funding gaps due to ongoing pressures in children's services, placement costs, and homelessness.

Cllr Revans stated that the current funding model for Local Authorities is inadequate, and Somerset Council is again applying for Exceptional Financial Support (EFS) from the Government. He also encourages public participation in the Council's Budget Consultation, which is open until January 14. The online Budget Consultation survey can be accessed here: [Somerset Council Budget Consultation](#). Additionally, paper copies of the survey are available in libraries.

Severe Weather Emergency Provision (SWEP) Activated in Somerset

Somerset Council activated its Severe Weather Emergency Provision (SWEP) over the festive season to ensure rough sleepers could access emergency accommodation.

Outreach teams contacted rough sleepers to encourage them to accept emergency accommodations and provided additional support for those who remained on the streets.

If you're concerned that someone is rough sleeping in Somerset during the severe weather, please visit [Street Link](#) to refer them, so they can get access to suitable accommodation.

You can also learn more about rough sleeping on the Council's [Help for people who are rough sleeping](#) page.

Council Tax Reduction Scheme

Somerset Council supports households with the lowest incomes through its Council Tax Reduction (CTR) Scheme, and next year's Scheme (from April 2026) will include a 3.8% increase in income band thresholds to maintain discount values, based on the September CPI figure used by Dept for Work and Pension.

Councillor concerns were raised about individuals transitioning from legacy benefits to Universal Credit who have lost, or will lose, their automatic 100% Council Tax discount. To address this, Somerset Council will assess those adversely affected through the Exceptional Hardship Fund, where appropriate.

Additionally, a Councillor-led Task and Finish Group will be formed, to fully explore the Government's changes to benefits and how the changes have adversely affected some of Somerset's vulnerable residents. The CTR scheme is reviewed regularly, with a full review scheduled for 2026-27.

Monthly Report from your Liberal Democrat Somerset Councillor

Help Expand Electric Vehicle Charging in Somerset

Somerset Council, guided by Liberal Democrat values for a greener county, is investing £3.78 million from the government to enhance electric vehicle (EV) charging. Residents can suggest locations for at least 1,606 new chargepoints (3.5kW and 7kW), focusing on serving those without off-street parking.

Residents are invited to propose sites near homes, local roads, or busy areas through the Council's webpage: [Electric vehicle charging](#).

Proposals will be assessed based on safety and accessibility. Only Council-owned sites will be considered for installation, with further evaluations conducted by the preferred supplier.

Community engagement is essential, and local input will shape the final locations, ensuring that we create a sustainable and accessible charging network. Regular updates will be provided throughout the process. Your suggestions will help ensure chargepoints are effectively placed for community benefit. Residents can submit suggested on-street locations via the Council's website:

<https://www.somerset.gov.uk/roads-travel-and-parking/electric-vehicle-charging/>

Wessex Leaders Urged Government for Devolution Deal

Council leaders, including Cllr Nick Ireland (Dorset), Cllr Bill Revans (Somerset), Cllr Ian Thorn (Wiltshire), and Cllr Millie Earl (BCP), urged immediate government action to seize the opportunities their combined region offers, warning that delays could hinder regional progress.

All councils in Wessex are unitary authorities, well-placed to deliver devolution and support the government's growth priorities. The English Devolution White Paper emphasises that enhanced funding is tied to devolution deals; without one, Wessex risks being left behind.

Analysis from the councils indicated that creating a Strategic Authority for Wessex could close the funding gap, unlock £16 billion in economic value over 30 years, and attract investment in key sectors like defence and clean energy.

Christine Lawrence Named Honorary Alderwoman

Somerset Council has appointed Christine Lawrence as Honorary Alderwoman, recognising her exceptional service to West Somerset. This announcement came during the Full Council meeting on September 25, 2025, allowing her nomination ahead of the 2027 elections.

With a distinguished career spanning town, district, and county council roles, Mrs Lawrence is celebrated for being the first woman Chair of Somerset County Council and for her leadership in public health and adult social care. Honorary Alderwoman appointments are a lifetime honour, reflecting significant contributions to public service.

Monthly Report from your Liberal Democrat Somerset Councillor

New Year Honours Celebrate Remarkable Individuals from Somerset

A number of outstanding individuals from Somerset have been recognised in the New Year Honours list for their significant contributions to the community and their respective fields.

Richard Clothier, managing director of Wyke Farms, based in Wyke Champflower, received an MBE for his innovative work in sustainable agriculture and food production.

Sarah Massey, former managing director of the Women's Rugby World Cup 2025, also received an MBE, highlighting the collective effort behind organising a successful event that celebrated women's sport.

Ron Homer from Yeovil has been awarded a British Empire Medal for his services to blind and partially sighted people. As treasurer of Yeovil Visually Impaired Bowls Club, he works to encourage participation in the sport and improve the lives of those with visual impairments.

Margaret Maltby from Chard was appointed an MBE for her dedicated service to young people as County President of Girlguiding Somerset, inspiring and supporting youth across the county.

Additionally, Marlie Packer received an OBE for her contributions to Rugby Union Football. Her roots in Yeovil serve as inspiration for young athletes, especially girls, although she currently lives in Surrey.

Others appointed MBE in Somerset include Fiona Bloor, Technical Lead at the UK Hydrographic Office; Martin Hodgson, CEO of YMCA Dulverton Group; Alice Potter, Group President of West Hatch Scout Group; and Jonathan Wheatley for his charity and horticulture work.

Those appointed OBE are Paul Freeston, Chair & CEO of Apetito; Jane Louise Hadfield, Board Member of the Institute for Apprenticeships & Technical Education; and Simon Taylor, a volunteer with the Liberal Democrats.

Meanwhile, Joanna Shanmugalingam, Second Permanent Secretary at the Department for Transport, received the Companion of the Order of the Bath.

These honours reflect the remarkable contributions of these impressive individuals to their communities and the broader society in Somerset.

Council to Review Celebration Mile Regeneration Project

Somerset Council has agreed to review the implementation of a new one-way system and parking arrangements in Bridgwater as part of the Celebration Mile regeneration project. The Government-funded scheme, inherited from the former Sedgemoor District Council.

Part of the project, widely consulted on and completed earlier this year, includes one-way systems on Salmon Parade and East Quay. Concerns raised by businesses, residents, and local council members prompted the decision to review this system, along with the removal of parking on Salmon Parade. The review will return to the Council within four months with its findings.

Monthly Report from your Liberal Democrat Somerset Councillor

Review Urges Stronger Support for Homeless Adults in Somerset

A recent review by the Somerset Safeguarding Adults Board (SSAB) calls for urgent measures to enhance support for adults facing homelessness. The review examined safeguarding practices related to three men receiving care and support from statutory and voluntary agencies in Somerset.

Key recommendations include ensuring access to legal literacy training for frontline social workers and housing officers, enhancing the involvement of family and friends in support processes, and conducting a review of safeguarding data concerning the homeless population. The SSAB also recommends collaboration with the Ministry of Housing for a dedicated Homelessness Social Work role and outreach to local Prison Governors for input on safeguarding arrangements.

The findings highlight the need for a multi-agency approach to address gaps in services for those experiencing homelessness and multiple disadvantages. For further details and access to the full report, visit the [Safeguarding Somerset Adults Board website](#).

Somerset Council Committed to Addressing Audit Recommendations

Somerset Council recently met to discuss steps taken regarding statutory recommendations from auditors about budget, governance, and transformation plans for the Council. These recommendations were outlined in the Auditor's Annual Report by Grant Thornton and required public consideration by the Full Council.

The first two recommendations, carried over from 2023/24, focused on the need to develop a sustainable budget and robust transformation plans. In response, the Council highlighted its progress towards financial sustainability, having saved over £50 million in its first two years as a unitary council.

During the same meeting, the Audit Committee addressed a statutory recommendation concerning governance issues in the Glastonbury Town Deal programme, which received £23.6 million from the UK Government's Towns Fund. Somerset Council became the accountable body for this programme in April 2023 and inherited a complex portfolio of externally funded projects. An audit by the South West Audit Partnership revealed governance gaps related to the Red Brick Building Centre Ltd, the parent body for The Life Factory project, prompting the Council to terminate funding for the project and seek repayment of £2.29 million due to financial control concerns.

Ongoing enquiries by Avon and Somerset Police are related to the funding of the Life Factory project, and the Council is committed to protecting public funds while reviewing its governance practices.

Monthly Report from your Liberal Democrat Somerset Councillor

Councillors Defer Sunday Parking Charges Rollout in Somerset

Councillors have deferred the proposal to introduce Sunday parking charges across Somerset following public consultation. The aim was to harmonise charges to ensure consistency, but community and councillor feedback led the Council's Climate and Place Scrutiny Committee to recommend against implementation.

Somerset Council's Executive Committee agreed on the need to develop a comprehensive parking policy that addresses all aspects of parking, including on and off-street options, tariff structures, and accessibility. This policy will be reviewed in early 2026, as different charging principles currently exist across the county's 200 council-run car parks.

Somerset's Coastal Challenge Encourages Outdoor Learning

Somerset's Coastal Challenge in September and April's Watchet Walking Week have helped equip two primary schools with Waterproof and Wellies kits to promote outdoor learning regardless of the weather. Knights Templar Community Church School in Watchet and St Andrew's Church of England Junior School in Burnham-on-Sea each received 10 sets from The Outdoor Guide Foundation, funded by the Somerset Trail Partnership of the King Charles III England Coast Path.

Thanks to the generosity of supporters—specifically walkers participating in these events—this initiative has provided a total of 20 pairs of waterproofs and wellies this year. Gina Bradbury Fox from The Outdoor Guide Foundation emphasised that every child deserves the chance to embrace the outdoors, regardless of the weather.

These donations ensure that more children in Somerset can enjoy outdoor activities year-round. Schools interested in receiving Waterproof and Wellies kits can register on The Outdoor Guide Foundation's [Waterproof and Wellie Kits for Schools page](#). For more information about walking on Somerset's coast, visit somersestcoastfestival.co.uk.

Somerset Libraries Premiere Short Films

Somerset Libraries will host a premiere of short films showcasing their services at the Bridgwater Arts Centre on January 16. Open to the public, the event features four 90-second films created under the #LoveYourLibrary initiative with funding from Arts Council England.

The films highlight health and well-being, employment support, services for teens, and resources for parents. Free tickets are available via the [Bridgwater Arts Centre website](#) or by calling 01278 422700. The event will also include discussions with authors Chris Evans, CL Taylor, and Tim Weaver. The films will be displayed on digital screens across Somerset.

Monthly Report from your Liberal Democrat Somerset Councillor

Octagon Theatre Revamp Plans Submitted

Plans for a £15 million redevelopment of Yeovil's Octagon Theatre have been submitted for Planning Permission, aiming to establish it as a premier cultural venue in the South West. This initiative by Yeovil Town Council and Somerset Council will secure the building's integrity while improving access and facilities both front of house and backstage.

Key improvements include upgraded equipment for productions, increased accessibility, a renewed auditorium, and enhanced front-of-house areas. Funding sources include £10 million from the Department of Media, Culture and Sport, £3.75 million from Yeovil Town Council, and over £1.25 million from ticket levies and fundraising.

The project will enhance the theatre's community role and offerings for audiences and local groups.

[Visit here to see and comment on the plans which have been submitted for planning consideration.](#)

Somerset Council Celebrated Volunteers; New Year Opportunities Await

Somerset Council celebrated International Volunteer Day 2025, acknowledging the vital contributions of over 1,400 volunteers supporting 20 different services across the county. The day highlighted the theme "Every Contribution Matters," underscoring the crucial role Somerset volunteers played in strengthening communities and driving positive change.

For those interested in starting their volunteering journey please e-mail volunteer@somerset.gov.uk. Here are places where you can get involved:

- Library volunteers: Roles for under-18s, digital support, and activity/event helpers.
- Ham Hill Visitor Centre: Welcoming visitors.
- Wedding ceremony ushers: Making special days memorable.
- Countryside and Rights of Way: Surveys and conservation work.
- Volunteer drivers: Helping people get to appointments.
- Arts and culture: Supporting events at Octagon and Westlands.
- Youth services: Route1 Advocacy and independent visitors.

South West Heritage Trust Secures National Lottery Grant for Chew Valley Hoard

South West Heritage Trust has secured a £993,345 grant from The National Lottery Heritage Fund to celebrate the Chew Valley Hoard over the next two years. Comprising 2,584 silver coins, the hoard represents the highest-value treasure acquisition on record from the Norman Conquest period.

The grant will fund a new gallery at The Museum of Somerset and a dynamic community engagement programme, including events and exhibitions to enhance public access. This project coincides with the 1,000th anniversary of William the Conqueror's birth in 2027. A touring exhibition at the Roman Baths Museum will run from January to March 2027, followed by a special exhibition at The Museum of Somerset.

Monthly Report from your Liberal Democrat Somerset Councillor

New Visitor Centre Opens at Ham Hill

Somerset Council has unveiled a new Visitor Centre at [Ham Hill](#), located within the Lime Kiln Car Park. This development is part of the Uncovering Ham Hill's Past for its Future project, supported by The National Lottery Heritage Fund and the Wolfson Foundation.

The Visitor Centre features interactive exhibits, a retail space for local products, and the Limekiln Café, which is dog-friendly. It aims to enhance the visitor experience by offering a fully accessible Changing Places facility and modern amenities.

The Visitor Centre will host fresh activities, exhibitions, and enhancements in the coming years, including new footpaths and archaeological restoration efforts.

Two Shops Closed for Illegal Tobacco and Vapes in Taunton

Two shops in Taunton have closed following the discovery of illegal tobacco and vapes by Trading Standards and police. Taunton Market and Top Market faced three-month closure orders after test purchases revealed significant quantities of illegal products, including over 35,000 cigarettes, 6.5 kg of tobacco, and nearly 1,000 vapes.

The seized items had a combined street value exceeding £50,000. The closures were deemed necessary to prevent further criminal activity related to illegal tobacco sales.

Residents Urged to Check Tumble Dryers Due to Fire Risk

Residents in Devon, Plymouth, Somerset, and Torbay are being warned to stop using certain integrated heat pump tumble dryers after a national safety alert revealed a serious fire risk. The warning affects models produced by Haier sold under brands such as Baumatic, Candy, and Hoover, with around 85,000 affected appliances still in homes across the UK.

An internal short circuit during normal use can potentially cause a fire. While Haier initially began repairs earlier this year, the fixes were found to be inadequate, and they are now arranging enhanced repairs. Residents are advised to check their dryer model on the manufacturer's website and stop using affected appliances immediately.

Essential Road Repairs Scheduled for Taunton and Wellington

Somerset Council will be resurfacing roads in Taunton and Wellington in a rolling programme starting on January 5 and scheduled to last until March 2026. The repairs aim to improve road conditions and safety while reducing disruption.

The work will be conducted in the evenings or overnight, with pedestrian access maintained throughout. Temporary signals will be in place during daytime drainage works at Priorswood roundabout. Only one road will be closed at a time, and the Council will keep residents informed through on-site signage and social media.

Monthly Report from your Liberal Democrat Somerset Councillor

Vital Resurfacing Work Completed on Scenic Cheddar Gorge

Cheddar Gorge, one of the most scenic roads in the country, has undergone vital resurfacing work, completed on time and on budget. Somerset Council's contractors, Heidelberg Materials, recycled 1,300 tonnes of worn-out asphalt during the two-mile project, which involved night-time working to minimise disruption and faced challenges such as steep gradients and local wildlife.

The team reduced carbon emissions by using the same lorries for transporting materials to and from the asphalt plant.

Somerset Business Spreads Christmas Cheer to Children in Care

A C Mole, an independent accountancy firm in Somerset, has spread festive joy by donating over 170 chocolate boxes to children in care across the county. This initiative is part of the firm's ACM Community scheme, which supports charitable efforts in the area.

The donations are directed to young people living with Somerset Council foster carers and in children's homes, highlighting the urgent need for more local foster carers. With over 650 children and young people in care in Somerset, this generous gesture not only provides a sweet surprise for the holidays but also raises awareness about the importance of fostering.

To find out more about fostering or other ways to support children in care, visit the Fostering in Somerset website or call 0800 587 9900.

Monthly Report from your Liberal Democrat Somerset Councillor

Report it first: useful Links to share with your communities

Visit - Report a Problem on the Road: - A list of all reporting pages to do with roads, pavements, lighting:

[Report a problem on the road](#)

Potholes and road damage - Somerset Council repair potholes and other road defects, and maintain our roads, for the safe access of all road users:

[Potholes, road damage and edge loss](#)

Report a problem with a street light - We maintain and repair street lights to national standards to provide safe access to all road users:

[Report a problem with a street light](#)

Roads, travel and parking, road signs, markings and lighting - Includes information about non-illuminated bollards, pedestrian crossings, requesting a village nameplate or a new road sign:

[Road signs, bollards and road markings](#)

Speed limits - Request information about new or existing traffic calming measures:

[Speed limits](#)

Traffic lights - We maintain over 200 traffic light locations throughout the County:

[Traffic lights](#)

Street and roadworks - We maintain the roads and pavements that are managed at public expense in Somerset:

[Street and roadworks problems](#)

Traffic - updates and roadworks follow:

[Travel Somerset on X](#) and [Travel Somerset on Facebook](#).

All ongoing roadworks - available on the Somerset Council website interactive map

[Roadworks and travel information](#)

Somerset Waste - collection days, replacement bins or recycling bags and missed collection reporting:

[Bins, recycling and waste](#)

Travel and Tourist Information

[Travel Somerset - Art, Culture, Events, History & More](#)

Sign-up for the latest climate news from across Somerset:

[Climate newsletter sign-up](#)

Open Somerset Council Consultations - which anyone can complete and take part in shaping the future of Somerset

[Somerset Council - Citizen Space - Consultations](#)

SOMERSET COUNCIL TELEPHONE NO - 0300 123 2224

Minutes of a meeting of the Assets & Amenities Committee held on 16th December 2025 in the Council Chamber, The Old Courthouse, Jaycroft Road, Burnham-on-Sea at 7 pm

Present: Councillors P. Clayton (Chair), P. Mills, S. Perry, C. Searing

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

Public Participation:

A resident stated that the lights were still not working on the South Esplanade.

146.A25 Apologies for absence

Apologies were received from Councillors Millard, Wynn, Metcalfe and Vickers.

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

There were no declarations of interests.

148.A25 To receive and approve the minutes of the Assets & Amenities meeting held on 21st October 2025

The minutes of the previous meeting of the Assets & Amenities Committee held on 21st October 2025, were presented by the Chairman.

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

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

A query was raised regarding the income figures in brackets, which the RFO explained. The report was noted.

150.A25 To consider response to correspondence received

150.1 To consider a request from a resident for dog waste bins to be located between Briar Close and Worston Lane

The Committee requested that their thanks be passed on to the resident for removing the litter from the alley.

Resolved that in the first instance Somerset Council are asked to erect dog fouling signs, as there is a dog bin in a reasonable distance from the alley.



150.2 To consider a request from a resident for the flowerbed by the Esso Garage roundabout to be planted with shrubs or wildflowers

It was agreed that this item would be discussed and a decision be made during item 156.A25.

151.A25 Princess Theatre

151.1 To receive Theatre Managers update report

The kurling sessions have become so popular, they will now be held twice per week.

The Theatre Manager gave an overview of the circulated report. Advertising screens have been ordered, which was part of the marketing element of the business plan.

152.A25 Cemeteries

152.1 To receive cemeteries update report

There is an issue with the pumps, which is being actioned.

The cemeteries report was noted.

153.A25 Allotments

153.1 To receive allotments update report

The allotments report was noted.

154.A25 Public Conveniences

154.1 To receive public conveniences update report

A query was raised regarding the rough sleeper in the public conveniences. This was reported to Street Link.

The public conveniences report was noted.

154.2 To consider a quote for air fresheners for the Esplanade public conveniences

Resolved that anti-vandal air fresheners and refill cartridges are purchased for the esplanade public conveniences at a cost of £440 + VAT to be taken from the public conveniences budget.

155.A25 To receive the Estate Managers general update report

It was noted that the bus shelter is being used.

A query was raised whether the damaged bin in Regents Street had been removed. A request had been made to Somerset Council for this to be done.

The report was noted.



156.A25 To consider floral displays for 2026/27 report

A very lengthy discussion took place.

Resolved that a mix of sustainable and bedding plants are planted as agreed, within budget. Hanging baskets are to be installed in Burnham. Options for enhancing the areas by the Esso garage in Burnham and on the junction with Church Street in Highbridge are to be considered by

157.A25 To consider the draft committee budget for 2026/2027 for recommendation to the Finance & Governance Committee

Officers

The draft budget was reviewed. Councillors were given the opportunity to raise questions, which were answered by the Officers present.

Resolved that the draft budget for 2026/2027 is recommended to the Finance and Governance Committee.

158.A25 To consider the report on replacement of Union Jack flags

Resolved that two replacement Union Jack flags are purchased at a cost of £303.86 + VAT, to be funded from the maintenance budget.

159.A25 Date of next meeting

The date of the next meeting of the Assets and Amenities Committee will be an extraordinary one to be held on 12th January 2026 at 7pm.

**Minutes of a meeting of the Assets & Amenities Committee held on
12th January 2026 in the Council Chamber, The Old Courthouse,
Jaycroft Road, Burnham-on-Sea at 6.15 pm**

Present: Councillors P. Clayton (Chair), L Millard, C Searing

In attendance: K. Noble (Town Clerk) and 1 member of the public

Public Participation:

There were no representations made.

160.A25 Apologies for absence

Apologies were received from Councillors Metcalfe, Mills, Murphy, Perry, Vickers and Wynn.

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

There were no declarations of interests.

162.A25 To agree to go out to tender to replace the footpaths in Brent Road Cemetery and to agree the tender documents

It was confirmed that the return date for the tender was provisional and may change.

Councillors reviewed the document and queries were answered.

Resolved that the Committee agreed to replace the footpaths at Brent Road Cemetery and approved the tender document. The Committee authorises the Town Clerk to advertise the tender and manage the procurement process in accordance with Council procedures.

**Minutes of a meeting of the Finance and Governance Committee
held on 22nd December 2025 in the Council Chamber, The Old
Courthouse, Jaycroft Road, Burnham-on-Sea at 7 pm**

Present: Councillors G. Gudka (Chair), A. Matthews, P. Mills, M. Murphy, K. Pearce

In attendance: K. Noble (Town Clerk) and 1 member of the public

Public Participation: There were no matters raised.

448.0.F25 To receive apologies for absence

Apologies were received from Councillors Vickers and Searing and N Brookes, RFO.

449.0.F25 To receive any declarations of interest on items included on this agenda

There were no declarations of interests.

450.0.F25 To receive and approve the minutes of the Finance and Governance Committee meeting held on 24th November 2025

The minutes of the previous meeting of the Finance and Governance Committee, held on 24th November 2025, were presented by the Chairman.

Resolved that the minutes of the meeting held on the 24th November 2025 were approved as an accurate record and signed by the Chairman.

451.0.F25 Matters arising from previous minutes

There were no matters arising.

452.0.F25 Chairman's report

There were no items to be raised, which were not being covered on the agenda.

453.0.F25 To receive the list of payments up to 11th December 2025

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

454.0.F25 To note the income and expenditure and earmarked reserves reports up to November 2025

Queries were raised regarding the overspend on the CCTV budget and grass cutting income, which were satisfactorily answered.



The reports were noted.

455.0.F25 To receive an update on aged debtors

The payment from Southwell House had now been received.

The report was noted.

456.0.F25 To review the draft budget for 2026/27 and precept examples and agree a recommendation to Council

The budget was thoroughly reviewed. Councillors raised many questions, which were answered and explanations given.

Resolved that the bank investments income budget should be reduced to £20,000, due to Somerset Council's decision not to pay all the precept in April.

The Committee agreed that the budget should be considered again at the next meeting with any changes highlighted. The Committee also requested that a separate option is shown, to give the figures if a Highbridge shop grants budget was added and additional funding for Christmas lights infrastructure.

457.0.F25 To review progress of the contracts list

Contracts to be reviewed next year were highlighted. The list of contracts were noted.

458.0.F25 Christmas lights update

Several queries were raised and answered. There are two main issues, communication with the contractor and getting permissions from businesses to erect the lights. A lengthy discussion took place regarding making improvements for the new contract and it was agreed that infrastructure costs will be considered in the budget.

459.0.F25 Date of next meeting

The next meeting of the Finance and Governance Committee will be held on 12th January 2026 at 7 pm.

DATE OF INVOICE	SUPPLIER	INVOICE NUMBER	DESCRIPTION	NET	VAT	GROSS	
10/11/2025	ICCM	20361	Cemeteries management training - SC	£150.00	£30.00	£180.00	paid 19/12/25
13/11/2025	J & R Food Service	446767	ice-creams - PT	£214.35	£42.87	£257.22	paid 19/12/25
18/11/2025	Aroma Café	18.11.25	cakes for senior event 29.10.25			£90.00	paid 19/12/25
27/11/2025	Otis	25069012/U4	lift service report & works	£579.20	£115.84	£695.04	paid 19/12/25
28/11/2025	Danfo	INV-0430	1 x baby change table, 1 x toilet roll dispenser - Pcons	£441.14	£88.23	£529.37	paid 19/12/25
28/11/2025	J & R Food Service	452590	ice-creams - PT	£157.25	£31.45	£188.70	paid 19/12/25
01/12/2025	SLCC	MEM256014-1	membership fees - ED			£360.00	paid 19/12/25
02/12/2025	Iris	INV-ISL-1180692	payroll services - Nov 25	£122.72	£24.54	£147.26	paid 19/12/25
04/12/2025	Screwfix	2009193870	key safe - Apex toilets	£14.99	£3.00	£17.99	paid 19/12/25
04/12/2025	Proper Job	Z0009T03-1647238	disinfectant & labels for servicing	£2.81	£0.57	£3.38	paid 19/12/25
05/12/2025	J & R Food Service	456155	ice-creams - PT	£214.44	£42.88	£257.32	paid 19/12/25
08/12/2025	Purnells	131256	brochures Jan-Apr 26 - Princess Theatre	£596.00	£30.00	£626.00	paid 19/12/25
10/12/2025	Proper Job	Z0009T02-664669	lightbulb	£2.49	£0.50	£2.99	paid 19/12/25
10/12/2025	Rotacentral	INV-1309	subscription for volunteers rota app - PT			£195.00	paid 19/12/25
10/12/2025	Steve Parker Services	1875	pump services	£480.00	£96.00	£576.00	paid 19/12/25
11/12/2025	BEES	11.12.15	settlement Annie show			£2,510.79	paid 19/12/25
	Pozitive Wealth		return of donation Xmas trees			£500.00	paid 19/12/25
	Katherine Noble		expenses re-imburement			£185.16	paid 19/12/25
	Somerset Council	Dec-25	pension payment			£10,544.80	paid 19/12/25
						<u>£17,867.02</u>	

**Minutes of a meeting of the Finance and Governance Committee
held on 12th January 2026 in the Council Chamber, The Old
Courthouse, Jaycroft Road, Burnham-on-Sea at 7 pm**

Present: Councillors G. Gudka (Chair), P. Clayton, K. Pearce, C. Searing

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

Public Participation:

There were no representations made.

460.0.F25 To receive apologies for absence

Apologies were received from Councillors Mills, Keen, Matthews, Vickers and Murphy.

461.0.F25 To receive any declarations of interest on items included on this agenda

There were no declarations of interests.

462.0.F25 To receive and approve the minutes of the Finance and Governance Committee meeting held on 22nd December 2025

The minutes of the previous meeting of the Finance and Governance Committee, held on 22nd December 2025, were presented by the Chairman.

Resolved that the minutes of the meeting held on the 22nd December 2025 were approved as an accurate record and signed by the Chairman.

463.0.F25 Matters arising from previous minutes

There were no matters arising.

464.0.F25 To receive for information minutes of sub-committees

The minutes from the HR Sub-Committee meeting held on 8th January 2026 had been circulated.

465.0.F25 Chairman's report

Any items will be covered during the meeting.

466.0.F25 To receive the list of payments up to 5th January 2026

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



467.0.F25 To review the draft budget for 2026/27 and precept examples and agree a recommendation to Council

The draft budget had been updated following suggestions made at the last meeting. The budget was reviewed and any questions raised were answered.

Resolved that the Finance and Governance Committee recommends to Council to accept the budget of £1,437,785 for 2026/27. The recommendation for the Precept request is £1,437,785, with no reserves to be used.

468.0.F25 To receive verbal update from the Responsible Finance Officer

The quarterly solar panel meter reading was not submitted within the deadline and will therefore be submitted with the next quarter.

The Precept will be paid in two instalments this year.

The shop front grants have been publicised and the deadline for applications is 2nd February.

469.0.F25 To consider investment update quarterly report

Resolved that the Committee agreed to draw down £250,000 from the public sector deposit fund for next quarters expenditure.

470.0.F25 To consider the Financial Risk Management Policy

The policy was reviewed and any changes had been highlighted.

Resolved that the Committee approves and adopts the updated Financial Risk Management Policy.

471.0.F25 Date of next meeting

The next meeting of the Finance and Governance Committee will be held on 9th February 2026 at 7 pm.

DATE OF INVOICE	SUPPLIER	INVOICE NUMBER	DESCRIPTION	NET	VAT	GROSS	
18/12/2025	Pump Sales Direct		new pump Cemeteries	£471.63	£94.33	£565.96	paid 18/12/25
11/09/2025	Skyburst	B3503	Firework display 2025	£5,191.67	£1,038.33	£6,230.00	paid 19/12/25
10/12/2025	Malcolm the Magician	PT055/PT056	Magic Shows for senior event & volunteers event - PT			£300.00	paid 19/12/25
26/11/2025	WODS	SI-1994	Little Shop of Horrors settlement			£7,048.50	paid 19/12/25
11/12/2025	Green Machine	44123	cleaning PT - December 25	£393.11	£78.62	£471.73	paid 19/12/25
17/12/2025	Medisol	8000205642	defibrillator	£1,724.98	£345.00	£2,069.98	paid 23/12/25
04/11/2025	Teleshore	48902	cover for Shoring equipment - Cemeteries	£545.00	£109.00	£654.00	
28/11/2025	Bravo	1314	technician November 2025	£2,928.00	£585.60	£3,513.60	
01/12/2025	Microshade	251200409292	IT support	£862.20	£172.44	£1,034.64	
15/12/2025	ITEC	1161752	photocopier services	£83.67	£16.73	£100.40	
15/12/2025	Bravo	1336	technician December 2025	£1,203.60	£240.72	£1,444.32	
15/12/2025	Proper Job	Z0009T02-665917	paint for walls/floors Cemeteries	£38.31	£7.67	£45.98	
15/12/2025	Proper Job	Z0009T03-1649805	small tools & repairs materials for Princess	£11.26	£2.26	£13.52	
15/12/2025	Aroma Café	15.12.25	buffet volunteers Xmas event			£304.00	
15/12/2025	Aroma Café	15.12.25	buffet seniors Xmas event			£456.00	
16/12/2025	Proper Job	Z0009T02-665973	LED bulb	£4.98	£1.00	£5.98	
17/12/2025	Proper Job	Z0018T03-462707	paint & gloves for walls Cemeteries	£14.98	£3.00	£17.98	
16/12/2025	TTB Ltd	186	Everly Brothers show settlement			£1,555.79	
16/12/2025	M5 Textiles	00030523	staff uniform	£146.30	£29.26	£175.56	
17/12/2025	The Starlight Dance Group	900627	It's a Christmas Carole settlement			£1,699.91	
18/12/2025	HBC	30758	Apex Toilet refurbishment	£19,825.20	£3,965.04	£23,790.24	
23/12/2025	Proper Job	Z0009T02-667742	2 x paint brush set	£4.98	£1.00	£5.98	
31/12/2025	Somerset Council	32011668	Streetlighting replacement High St			£21,441.81	
31/12/2025	Biffa	308C071051	waste collection - PT	£193.70	£38.74	£232.44	
31/12/2025	The Four Amigos	31.12.25	Christmas sing-a-long Volunteers & Seniors Event			£200.00	
31/12/2025	Business Waste	P1907285	waste collection - Cemeteries	£25.07	£5.02	£30.09	
01/01/2026	Business Waste	P1909931	waste collection - Cemeteries	£38.50	£7.70	£46.20	
01/01/2026	Business Waste	P1911698	waste collection - Cem & TC	£103.14	£20.62	£123.76	

02/01/2026 Iris	INV-ISL-1217754	payroll services - Dec 25	£122.72	£24.54	£147.26
02/01/2026 SLCC	MEM256613-1	Membership Town Clerk			£442.00
05/01/2026 Danfo	INV-0481	cleaning Pcons	£3,307.33	£661.47	£3,968.80
Julie Hook		expenses re-imburement- Seniors Event			£98.47
					<u>£78,234.90</u>

DATE OF INVOICE	SUPPLIER	INVOICE NUMBER	DESCRIPTION	NET	VAT	GROSS
16/12/2005	Otis	25072913/U1	contractual lift maintenance	£142.44	£28.49	£170.93
23/12/2025	Flagmakers	1177501	2 x union jack flags	£260.17	£52.03	£312.20
29/12/2025	Waterhouse Maintenance	INV-6039	repairs to heating - Princess	£208.64	£41.73	£250.37
31/12/2025	Burnham Portable Toilet Hire	21724	toilet hire Apex Park toilet refurb	£1,115.00	£223.00	£1,338.00
05/01/2026	Aquablast	101193	Apex toilets - unblocking	£130.00	£26.00	£156.00
06/01/2026	Screwfix	2009754143	small tools - Estates	£64.73	£12.95	£77.68
07/01/2026	Julie Meikle	0017	Choir sept-Dec 2025			£500.00
07/01/2026	Spansec	271599	annual alarm & cctv maintenance - PT	£553.03	£110.61	£663.64
07/01/2026	Proper Job	Z0009T03-1654353	painting & repairs materials	£10.80	£2.18	£12.98
08/01/2026	Robson Electrics	93062	Removal of Christmas Trees	£920.00	£184.00	£1,104.00
08/01/2026	Amazon	GB6002LXU6QTXI	chlorine tablets for fountain	£19.16	£3.83	£22.99
08/01/2026	Honalee Media	08.01.26	Santas Christmas Party settlement			£966.80
09/01/2026	Spot on Supplies	31687986	cleaning supplies - PT	£161.98	£32.40	£194.38
10/01/2026	Bravo	1375	technician January 2026	£168.00	£33.60	£201.60
	Somerset Council	Jan-26	pension payment			£10,635.95
						<u>£16,607.52</u>

09/01/2026

Burnham & Highbridge Town Council Current Year

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Detailed Income & Expenditure by Budget Heading 31/12/2025

Month No: 9

Cost Centre Report

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Management & Compliance								
1076 Precept	0	1,324,115	1,324,115	0			100.0%	
1077 CIL income - Highbridge	0	1,909	0	(1,909)			0.0%	
1078 CIL income - Burnham	0	5,500	0	(5,500)			0.0%	
1080 Bank Interest	4,410	42,138	15,000	(27,138)			280.9%	
Management & Compliance :- Income	4,410	1,373,662	1,339,115	(34,547)			102.6%	0
4000 Salaries & Wages	31,444	273,888	382,600	108,712		108,712	71.6%	
4005 Employers Nat Insurance	3,904	25,347	45,700	20,353		20,353	55.5%	
4010 Employers S\Annuation	7,012	61,252	95,700	34,448		34,448	64.0%	
4055 Recruitment Costs	0	129	3,000	2,871		2,871	4.3%	
4060 Training	39	3,686	8,000	4,314		4,314	46.1%	
4065 Travel, Expenses & Subsistence	55	55	800	745		745	6.9%	
4070 Office/IT Equip & Furniture	12	2,035	10,000	7,965		7,965	20.3%	
4080 Telephone & Broadband	408	2,614	4,300	1,686		1,686	60.8%	
4085 Postage	0	219	600	381		381	36.5%	
4090 Stationery & Supplies	84	1,261	2,000	739		739	63.1%	
4095 Subscriptions & Support	1,335	18,985	30,000	11,015		11,015	63.3%	
4100 Insurance	0	2,590	20,000	17,410		17,410	12.9%	
4105 Audit & Accountancy Fees	0	516	5,000	4,484		4,484	10.3%	
4110 Legal Fees	0	350	5,000	4,650		4,650	7.0%	
4115 Professional & Consulting Fees	0	10,067	15,000	4,933		4,933	67.1%	
4120 Bank Charges	145	1,113	1,700	587		587	65.5%	
4125 Payroll Services	123	1,033	1,900	867		867	54.3%	
4130 PPE & Uniforms	146	817	2,500	1,683		1,683	32.7%	
4135 Room Hire (Exp)	0	12	225	214		214	5.1%	
4150 Provision for bad debts	0	0	2,000	2,000		2,000	0.0%	
4760 Grant Expenditure	400	400	0	(400)		(400)	0.0%	400
4800 CIL expenditure	22,665	24,130	0	(24,130)		(24,130)	0.0%	24,130
Management & Compliance :- Indirect Expenditure	67,771	430,497	636,025	205,528	0	205,528	67.7%	24,530
Net Income over Expenditure	(63,361)	943,165	703,090	(240,075)				
6000 plus Transfer from EMR	23,065	24,530	0	(24,530)				
Movement to/(from) Gen Reserve	(40,296)	967,695	703,090	(264,605)				
110 Democratic & Civic								
4200 Mayors Allowance	417	3,817	5,000	1,183		1,183	76.3%	
4210 Election Expenses	0	0	10,000	10,000		10,000	0.0%	
4215 Civic Events	463	1,288	2,500	1,212		1,212	51.5%	688
4220 Remembrance Wreath	0	150	100	(50)		(50)	150.0%	
Democratic & Civic :- Indirect Expenditure	880	5,255	17,600	12,345	0	12,345	29.9%	688
Net Expenditure	(880)	(5,255)	(17,600)	(12,345)				
6000 plus Transfer from EMR	0	688	0	(688)				

Continued over page

Detailed Income & Expenditure by Budget Heading 31/12/2025

Month No: 9

Cost Centre Report

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Movement to/(from) Gen Reserve	(880)	(4,567)	(17,600)	(13,033)				
<u>120 Joint Funding With Others</u>								
4260 CCTV Cameras	0	33,582	25,000	(8,582)		(8,582)	134.3%	5,000
4470 Town Centre Cleaning	0	3,000	6,000	3,000		3,000	50.0%	
Joint Funding With Others :- Indirect Expenditure	0	36,582	31,000	(5,582)	0	(5,582)	118.0%	5,000
Net Expenditure	0	(36,582)	(31,000)	5,582				
6000 plus Transfer from EMR	0	5,000	0	(5,000)				
Movement to/(from) Gen Reserve	0	(31,582)	(31,000)	582				
<u>140 Community</u>								
1405 Event Donations Received	0	1,150	0	(1,150)			0.0%	
Community :- Income	0	1,150	0	(1,150)				0
4300 Grant - CAB (S.142)	0	2,700	2,700	0		0	100.0%	
4305 Grants Made	0	30,899	30,000	(899)		(899)	103.0%	
4455 Christmas Lights	0	3,259	26,000	22,741		22,741	12.5%	
4465 Events Expenditure	0	9,946	10,000	54		54	99.5%	
4475 Carnival Events Week	5,192	12,786	16,500	3,714		3,714	77.5%	
Community :- Indirect Expenditure	5,192	59,591	85,200	25,609	0	25,609	69.9%	0
Net Income over Expenditure	(5,192)	(58,441)	(85,200)	(26,759)				
<u>200 The Old Court House</u>								
1005 Old Court House Letting	39	78	200	122			39.0%	
The Old Court House :- Income	39	78	200	122			39.0%	0
4350 Business Rates	955	8,601	12,000	3,399		3,399	71.7%	
4355 Utilities	(1,167)	3,531	6,240	2,709		2,709	56.6%	
4375 Cleaning	43	1,292	3,000	1,708		1,708	43.1%	
4380 Security & Alarms	0	1,120	5,000	3,880		3,880	22.4%	
4385 Maintenance	5	538	5,000	4,462		4,462	10.8%	
4390 H&S/Fire/Inspections	0	817	3,000	2,183		2,183	27.2%	
The Old Court House :- Indirect Expenditure	(163)	15,899	34,240	18,341	0	18,341	46.4%	0
Net Income over Expenditure	202	(15,821)	(34,040)	(18,219)				
<u>500 Cemeteries</u>								
1500 Wayleaves	0	4,750	4,850	100			97.9%	
1515 EROB	1,088	17,793	8,000	(9,793)			222.4%	

Detailed Income & Expenditure by Budget Heading 31/12/2025

Month No: 9

Cost Centre Report

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1520 Interments	694	16,961	10,000	(6,961)			169.6%	
1525 Memorials	201	4,157	5,000	843			83.1%	
Cemeteries :- Income	1,983	43,661	27,850	(15,811)			156.8%	0
4350 Business Rates	941	8,465	11,750	3,285		3,285	72.0%	
4355 Utilities	900	1,394	6,000	4,606		4,606	23.2%	
4605 Provision For Paths	0	0	5,000	5,000		5,000	0.0%	
4610 Pump Maintenance	993	993	1,400	407		407	70.9%	
4615 General Maintenance	58	1,894	1,500	(394)		(394)	126.3%	
4620 Mech Grave Digger	0	4,438	6,500	2,062		2,062	68.3%	
4635 Waste Collection	141	1,547	2,800	1,253		1,253	55.3%	
4640 Provision for Walls	0	0	2,000	2,000		2,000	0.0%	
4645 Water Testing	0	215	1,500	1,285		1,285	14.3%	
Cemeteries :- Indirect Expenditure	3,033	18,947	38,450	19,503	0	19,503	49.3%	0
Net Income over Expenditure	(1,050)	24,714	(10,600)	(35,314)				
<u>600 Princess</u>								
1085 Grants Received	0	3,000	0	(3,000)			0.0%	
1600 Storage Hire	891	2,672	3,300	628			81.0%	
1605 Lettings	7,940	25,370	33,000	7,630			76.9%	
1615 Café Rent/Commission	477	3,677	6,800	3,123			54.1%	
1625 PT Merchandise	734	3,363	4,100	737			82.0%	
1630 Donations Received	45	853	0	(853)			0.0%	
1645 Show income	1,886	21,644	25,000	3,356			86.6%	60
1655 Participation PT	448	6,643	7,000	357			94.9%	
1660 Art Sales	1,037	2,224	1,000	(1,224)			222.4%	
1670 PV Cells	0	6,590	4,000	(2,590)			164.8%	
1680 Advertising income	0	221	100	(121)			220.8%	
Princess :- Income	13,456	76,256	84,300	8,044			90.5%	60
4000 Salaries & Wages	8,599	73,014	110,350	37,336		37,336	66.2%	
4005 Employers Nat Insurance	1,004	7,074	14,200	7,126		7,126	49.8%	
4010 Employers S\Annuation	1,186	10,428	16,145	5,717		5,717	64.6%	
4060 Training	0	50	2,000	1,950		1,950	2.5%	
4065 Travel, Expenses & Subsistence	0	0	150	150		150	0.0%	
4070 Office/IT Equip & Furniture	210	6,576	4,000	(2,576)		(2,576)	164.4%	3,826
4080 Telephone & Broadband	244	1,675	2,340	665		665	71.6%	
4100 Insurance	0	0	5,500	5,500		5,500	0.0%	
4350 Business Rates	798	7,186	9,990	2,804		2,804	71.9%	
4355 Utilities	2,643	15,606	30,000	14,394		14,394	52.0%	

Detailed Income & Expenditure by Budget Heading 31/12/2025

Month No: 9

Cost Centre Report

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4375 Cleaning	393	8,524	3,000	(5,524)		(5,524)	284.1%	
4380 Security & Alarms	0	1,346	2,000	654		654	67.3%	
4385 Maintenance	629	7,887	18,000	10,113		10,113	43.8%	
4390 H&S/Fire/Inspections	0	2,059	2,500	441		441	82.4%	
4635 Waste Collection	222	1,484	3,500	2,016		2,016	42.4%	
4700 Technician Cost	4,132	10,844	18,000	7,156		7,156	60.2%	
4701 Show costs	880	9,438	13,500	4,062		4,062	69.9%	1,536
4705 Advertising & Marketing	671	2,966	7,000	4,034		4,034	42.4%	
4710 Licences (exp)	0	676	750	74		74	90.1%	
4715 Card Payment Fees	233	1,889	3,000	1,111		1,111	63.0%	
4725 Technical Theatre	0	1,536	3,500	1,964		1,964	43.9%	
4730 Backstage Expenses	304	464	500	36		36	92.7%	
4735 Art Sales Expenditure	0	887	800	(87)		(87)	110.9%	
4740 PTAC Merchandise	214	1,507	3,500	1,993		1,993	43.1%	
4745 Participation Freelance	0	1,710	3,000	1,290		1,290	57.0%	
4760 Grant Expenditure	706	1,817	0	(1,817)		(1,817)	0.0%	(1,021)
4770 Cafe Equipment & Maintenance	0	834	3,000	2,166		2,166	27.8%	
Princess :- Indirect Expenditure	23,067	177,478	280,225	102,747	0	102,747	63.3%	4,340
Net Income over Expenditure	(9,611)	(101,222)	(195,925)	(94,703)				
6000 plus Transfer from EMR	0	4,340	0	(4,340)				
6001 less Transfer to EMR	0	60	0	(60)				
Movement to/(from) Gen Reserve	(9,611)	(96,942)	(195,925)	(98,983)				
<u>700 Estates</u>								
1300 Allotment Rents Received	0	1,295	1,260	(35)			102.8%	
1400 Signal Box	0	126	200	74			63.0%	
1410 Grass Cutting	0	417	415	(2)			100.4%	
1415 Floral Sponsorship	0	160	0	(160)			0.0%	
Estates :- Income	0	1,998	1,875	(123)			106.5%	0
4360 Electricity Town Centre	43	271	0	(271)		(271)	0.0%	
4365 Highbridge Clock Elec	0	1,143	1,600	457		457	71.4%	
4370 Water Rates	0	399	450	51		51	88.7%	
4385 Maintenance	21,702	25,242	3,800	(21,442)		(21,442)	664.3%	21,442
4415 Water Fountain	0	67	800	733		733	8.3%	
4430 Benches	0	0	2,500	2,500		2,500	0.0%	
4440 Dog/Litter Bins	0	84	5,000	4,916		4,916	1.7%	
4445 Speed Indicator Devices	0	0	1,200	1,200		1,200	0.0%	
4450 Floral Decorations	0	6,548	50,000	43,452		43,452	13.1%	

Detailed Income & Expenditure by Budget Heading 31/12/2025

Month No: 9

Cost Centre Report

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4460 Tourism	0	158	2,000	1,842		1,842	7.9%	
4485 Defibrillator	0	266	250	(16)		(16)	106.4%	
4500 Tools & Equipment	545	3,611	20,000	16,389		16,389	18.1%	
4505 Vehicle Running Costs	133	1,804	5,000	3,196		3,196	36.1%	
4510 Vehicle Replacement	540	53,440	50,000	(3,440)		(3,440)	106.9%	34,575
4515 Vehicle Insurance	0	1,057	6,000	4,943		4,943	17.6%	
4625 Tree & Hedge Maintenance	0	3,852	3,000	(852)		(852)	128.4%	
4630 Fuel For Equipment	0	765	2,000	1,235		1,235	38.3%	
Estates :- Indirect Expenditure	22,962	98,707	153,600	54,893	0	54,893	64.3%	56,017
Net Income over Expenditure	(22,962)	(96,710)	(151,725)	(55,015)				
6000 plus Transfer from EMR	21,442	56,017	0	(56,017)				
Movement to/(from) Gen Reserve	(1,520)	(40,693)	(151,725)	(111,032)				
800 Public Conveniences								
4355 Utilities	0	0	25,000	25,000		25,000	0.0%	
4375 Cleaning	0	26,459	90,000	63,541		63,541	29.4%	
4385 Maintenance	24	482	50,000	49,518		49,518	1.0%	
Public Conveniences :- Indirect Expenditure	24	26,940	165,000	138,060	0	138,060	16.3%	0
Net Expenditure	(24)	(26,940)	(165,000)	(138,060)				
900 Play Areas								
1100 Miscellaneous income	0	25,875	0	(25,875)			0.0%	
Play Areas :- Income	0	25,875	0	(25,875)				0
4385 Maintenance	0	0	10,000	10,000		10,000	0.0%	
4390 H&S/Fire/Inspections	0	0	2,000	2,000		2,000	0.0%	
Play Areas :- Indirect Expenditure	0	0	12,000	12,000	0	12,000		0
Net Income over Expenditure	0	25,875	(12,000)	(37,875)				
Grand Totals:- Income	19,888	1,522,679	1,453,340	(69,339)			104.8%	
Expenditure	122,765	869,896	1,453,340	583,444	0	583,444	59.9%	
Net Income over Expenditure	(102,877)	652,783	0	(652,783)				
plus Transfer from EMR	44,507	90,576	0	(90,576)				
less Transfer to EMR	0	60	0	(60)				
Movement to/(from) Gen Reserve	(58,370)	743,299	0	(743,299)				

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 Property Maintenance - EMR	142,420.00		142,420.00
321 Youth Projects - EMR	5,000.00		5,000.00
324 Legacy Clock - EMR	10,220.00		10,220.00
325 Service Transfer - EMR	105,270.80		105,270.80
326 IT/Office Equipment - EMR	20,255.53		20,255.53
327 HR Contingency - EMR	13,462.68		13,462.68
328 Grounds Equipment - EMR	8,310.60		8,310.60
329 Coronation - EMR	800.00		800.00
330 General Maintenance - EMR	19,776.35		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	34,800.00	-34,575.00	225.00
339 Tesco S106 - EMR	4,805.69	-4,805.69	0.00
340 Past Mayor badges - EMR	1,000.00	-688.29	311.71
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	11,351.30		11,351.30
344 SIDS - EMR	72.64		72.64
345 Burnham EVO HTAP - EMR	900.00		900.00
346 Tree Maintenance - EMR	10,215.50		10,215.50
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	0.00
372 PMC Artistic Budget - EMR	2,908.95	-2,125.53	783.42
374 PMC Somerset Community Grant	1,120.34	-454.96	665.38
375 PMC Match Funding - EMR	5,000.00		5,000.00
380 Cemeteries Provision - EMR	89,500.00		89,500.00
385 High St Fund - EMR	44,908.47	-16,636.12	28,272.35
386 Events - EMR	6,123.27		6,123.27
387 EMR Climate Change	1,377.50		1,377.50
388 EMR SALC 24-25 TC	733.34	-400.00	333.34
389 EMR CCTV	5,000.00	-5,000.00	0.00
400 CIL - EMR	275,962.33	-24,130.18	251,832.15
	<u>953,825.29</u>	<u>-90,515.77</u>	<u>863,309.52</u>

Date: 09/01/2026

Burnham & Highbridge Town Council Current Year

Page 1

Time: 08:18

Bank Reconciliation Statement as at 31/12/2025
for Cashbook 6 - CCLA Public Sector Deposit

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
CCLA Public Sector Deposit	31/12/2025		1,250,000.00
			<u>1,250,000.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,250,000.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,250,000.00
		Balance per Cash Book is :-	1,250,000.00
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Date: 09/01/2026

Burnham & Highbridge Town Council Current Year

Page 1

Time: 08:16

Bank Reconciliation Statement as at 31/12/2025
for Cashbook 7 - Government Procurement Card

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Government Procurement Card	31/12/2025		-557.34
			<u>-557.34</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			-557.34
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			-557.34
		Balance per Cash Book is :-	-557.34
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Date: 09/01/2026

Burnham & Highbridge Town Council Current Year

Page 1

Time: 08:46

Bank Reconciliation Statement as at 31/12/2025
for Cashbook 4 - Nationwide Saver

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Nationwide Saver	31/12/2025		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:

Name Signed Date

Signatory 2:

Name Signed Date

Date: 09/01/2026

Burnham & Highbridge Town Council Current Year

Page 1

Time: 08:49

Bank Reconciliation Statement as at 31/12/2025
for Cashbook 2 - NatWest 2 account – Princess

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
NatWest 2 Account - Princess	31/12/2025		57,268.92
			<u>57,268.92</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			57,268.92
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			57,268.92
		Balance per Cash Book is :-	57,268.92
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Date: 09/01/2026

Burnham & Highbridge Town Council Current Year

Page 1

Time: 09:20

Bank Reconciliation Statement as at 31/12/2025
for Cashbook 1 - Natwest Current Account

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
NatWest Current Account	31/12/2025		300,193.33
			<u>300,193.33</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			300,193.33
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			300,193.33
		Balance per Cash Book is :-	300,193.33
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Date: 09/01/2026

Burnham & Highbridge Town Council Current Year

Page 1

Time: 08:45

Bank Reconciliation Statement as at 31/12/2025
for Cashbook 5 - Princess Float

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Princess Float	31/12/2025		2.28
			<u>2.28</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			2.28
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			2.28
		Balance per Cash Book is :-	2.28
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Statement of Account

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

5 January 2026

Account name: **BURNHAM-ON-SEA & HIGHBRIDGE TOWN COUNCIL**
Account number: **[REDACTED]**
Statement period: **30/11/2025 to 31/12/2025**

Account summary

Total valuation as at 31 December 2025 **£1,250,000.00**
Total valuation as at last statement at 30 November 2025 **£1,250,000.00**

Holdings as at 31 December 2025

Fund name	Unit/share holdings	Price per unit/share	Value
Public Sector Deposit Fund SC4 - Public Sector GB00B3LDFH01	1,250,000.0000	£1.00	£1,250,000.00
Total value			£1,250,000.00

The average Fund yield for this period was 3.91% p.a.

Income for the period is as follows:

Month	Date paid	Method	Amount (£)	Destination
Dec 2025	05/01/2026	Paid to Nominated Bank Details	£4,146.31	

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

clientservices@ccla.co.uk Freephone 0800 022 3505 www.ccla.co.uk

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.

All CCLA forms are available on our website: www.ccla.co.uk/resources/client-documentation. Please ensure that you download and use the latest available form to make any transaction or amendment. Using an old form will result in the instruction being rejected.

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).









spend analysis

Surname and Initials		Area: Branch: Department						Cost Centre Number		Staff Number		Date		
Voucher Date	Petrol	Oil	Car Repairs	Other Travel	Hotel & Meals	Misc & Sundries	Cash Advance	Foreign Travel		Entertainment Staff	Other		VAT	TOTAL
1														
2														
3														
4														
5														
6														
7														
8														
9														
10														
11														
12														
13														
14														
15														
16														
17														
18														
19														
20														
21														
22														
23														
24														
25														
26														
27														
28														
Totals														
Signature		Authorised by						Signature						

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

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.



Transactions from 31-DEC-2025 to 31-DEC-2025

Account name or alias BOS No 2 Ac	Sort code	Account currency GBP
Debit or credit Any	Current cleared balance 58243.92	

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			57,268.92
31-Dec-2025	CHG	28NOV A/C 87132346	-36.61		57,268.92
31-Dec-2025	BAC	CARD TXNS 281225, 48510771		708.00	57,305.53
31-Dec-2025	BAC	CARD TXNS 251225, 48510771		111.50	56,597.53
31-Dec-2025	BAC	CARD TXNS 241225, 48510771		262.00	56,486.03
		Opening balance			56,224.03
		Totals	-36.61	1,081.50	



Transactions from 31-DEC-2025 to 31-DEC-2025

Account name or alias	██████████	Sort code	Account currency
Linked Account	██████████	██████████	GBP
Debit or credit	Current cleared balance		
Any	301655.60		

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			299,193.33
31-Dec-2025		TO 56092431	-188.94		299,193.33
31-Dec-2025	INT	31DEC GRS 54374901		319.74	299,382.27
		Opening balance			299,062.53
		Totals	-188.94	319.74	

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 978.88		

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-Dec-2025	D/D	ECOTRICITY LIMITED, 200367815001	-91.57		1,000.00
31-Dec-2025	D/D	ECOTRICITY LIMITED, 200367811001	-54.12		1,091.57
31-Dec-2025	CHG	28NOV A/C 56092431	-43.25		1,145.69
31-Dec-2025		FROM 54374901		188.94	1,188.94
Opening balance					1,000.00
Totals			-188.94	188.94	

Outside Bodies Reports

Group Team Meeting, 6th January 2026 – Cllr Millard

Minutes

1. Apologies: Lynda
2. Minutes of last meeting- 27.11.25
3. Matters arising - ACTION from last meeting

Lesley	<p>Explore the shared gardening websites The Green Team is now registered with LendandTend. See below for discussion about a newsletter/ press release.</p> <p>Attend meeting with Woodland Trust and Town Clerk Lesley attended</p> <p>Attend meeting with Woodland Trust, Bridgwater TC and BH TC. Lesley and Nadja attended.</p> <p>Meet with Homes in Somerset to identify ways of working together to improve tree canopy. Link to the project with the Woodland Trust. Waiting for date to be arranged.</p>
Bidy	<p>Book another quiz for next year Booked for Monday 28th September.</p>
Ganesh	<p>Continue with the transport action plan see below Create governance files ready for the Charity Commission Completed</p>
Ruth /Nadja	<p>Relaunch the Foster a tree Attend Woodland Trust meeting with Lesley if possible Attended</p> <p>Arrange for James to give us some more trees and put them in both community nurseries Nadja has now collected approx. 45 trees from James. These now need planting. Nadja is arranging a planting session next Wednesday 14th January.tbc</p>

4. Energy- Lynda update on launch of Solar Project and student applications
We have received 6 applications from students at Exeter University to fulfil a 35 hour internship to update our policy documents. The trustees will choose one to appoint. We are in the final stages of arranging a meeting to launch our solar project.
5. Finance Report – Ganesh
No change in our financial position - cash of £659 in the bank.

More detail can be viewed here - [2025 Accounts](#)

I have established that our charity and annual return and accounts for our first period of operation, needs to be drawn up for the period covering our foundation in November 2025 to March 2026. After that it will be annual. So, nothing to do just yet, but I have downloaded a template for the accounts that meets the statutory requirements and a template for the annual return in preparation.

6. Ecology- Lesley

Tree Strategy- Nadja, Ruth – update on meeting with Woodland Trust and Bridgwater Town Council

An expression of interest has been sent to Hinkley Point Community Fund. Burnham and Highbridge TC have agreed that they would like to be involved. Cllr Kate Pearce has agreed to represent the town council on the working group.

We will now put together a detailed application for funds to support an officer to promote the project across Bridgwater and Burnham and Highbridge. They will spend 2 days in Burnham and Highbridge and 3 days in Bridgwater. The main aim will be to increase the tree canopy (including shrubs, willow weaving, hedges etc) across the area. This will be achieved by community engagement events to raise awareness of the benefits for our residents.

Plan launch of new trees for St Andrews Community Nursery tba

Acquisition of land for community garden / storage facility- update The Green team is registered on Lend and Tend to investigate the possibility of a local landowner offering us some land for a community garden. We will put this in a newsletter to encourage others to use lendandtend and also raise awareness of our need in the locality.

7. Sustainability- Biddy- update

Repair cafes going well. Now focussing on the thermal imaging camera work. Donate IT going well in Burnham but needs boost in Highbridge (Sopha)

8. Transport- Ganesh

Walking and Cycling

The paper survey is as last time but I have added a QR to access the digital survey - [Survey paper](#)

The digital survey is also ready to go I think - **if anyone feels like testing the digital survey, that would be appreciated** - [Click here to respond to digital survey](#)

The list of bodies I intend to try and get the survey to, is attached along with a publicity poster. In addition to these, I will ask the council to put the survey up on its noticeboards. **Any additions or better contact addresses would be appreciated.**

I have yet to write a press release to get the survey out through our local newshound.

Once the survey is out, we can get a plan to map routes that anyone gives us.
LCWIP update

What	When
Identify a suitable mapping tool that can be used to track routes (review functionality of google maps, OS maps, MayMyWalk and Strava). LIZ WYLES IS TRIALLING MYWALK Ganesh has also found a new tool called Open St (Part of You Map)	Spring 2026
Design a survey and social media messages to go out to the community to help build a map of routes	Spring 2026 Completed
Engage King Alfreds Climate Action Group in conducting a survey specifically for students at the school (and the primary schools ?)	When survey ready to go
Publish survey and collate results	January 2026
Investigate means of publishing the results and seeking funding <ul style="list-style-type: none"> - Paper maps - Online maps - Street signs 	2026
Develop in more detail the ideas for a school competition / campaign to leave the car at home. POSSIBLY STREET TAG? With support from SASP	TBC
Develop in more detail a community event or programme based on cycling or walking town - potentially with a celebratory event. Jane from SASP will apply for funding to support a part-time post (2 days a week for 1 year with a view to extending the project over 7 years) to develop a project to improve signage and knowledge of the footpath system through the towns. We will work together with Our Highbridge, Green Team and SASP to manage the project.	TBC

9. We need to plan our AGM for the group in January/ February. It would be good to combine it with a celebration of all that we have achieved to date. Any ideas?

Ganesh has now established that we do not need to have an AGM until May/June of this year. We discussed the value of making it an informal celebration of all that we are achieving. This might look like a selection of stands on each theme, a keynote speaker and a short meeting to consider and agree accounts.

10. We would like to add to our board of trustees to allow Lynda to become a sleeping partner until her other commitments ease. We need to decide how many and who would like to be nominated? The suggestion is 2 more. We meet when necessary, approximately 4/6 times a year. There is no financial responsibility as we hold a Trustees Insurance Policy.

It was decided that it would be good to recruit 2 new trustees. It would be good to have someone with Public Relations skills. The other could work with Lynda to take the energy theme forward. Lynda would provide ideas and the new trustee would put them into practice. We will now advertise that we are looking for trustees and see if we get a response. We will also encourage people from within the group to come forward.

AOB

We discussed the need for a newsletter and press release as we have several projects that need promoting. It was decided that we would publish a newsletter after each meeting. The deadline for copy would be 1 week after the meeting.

Ganesh will collect copy to put into a press release that will combine elements of the newsletter. **ALL COPY TO BE SENT TO THE BANDHGREENTTEAM EMAIL BY NEXT FRIDAY.** Ruth will then collate the newsletter for publication through our facebook group, TC website and all other means.

11. Date of next meeting

Monday March 9th 7pm at Bidy's house – 9 Jaycroft Road

ACTION

Lesley	Article for press release/ newsletter on LendandTend Attend meetings Tree Equity Project Meet with Homes in Somerset re planting trees
Ganesh	Collate material for a press release and send to bos.com and all other streams. Work with Jane to put together an application for funding.
Ruth	Collate material into a newsletter to be circulated through all means
Nadja	Organise a session of tree planting and transport some to St Andrews Prepare copy for newsletter/press release to relaunch tree fostering project Attend meetings of Tree Equity Project
Biddy	Prepare copy for newsletter/ press release thermal imaging camera (Completed!)

Trustees	Choose and appoint an intern for the group. Publicise the need for 2 new trustees.
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LCN, Tuesday 16th December 2025 – Cllr Millard

We met at Pawlett Village Hall. Theo Butt Phillips spoke about the progress of devolution and answered questions on the subject.

We had an update on the Community Emergency Plan Workshop. Burnham and Highbridge Town Council will be organising a workshop and all members of the LCN will be invited.

Highways Group gave an update. (The TC had already received the minutes of the meeting.)

The Young People and Family Group will be a focus at the March meeting. Somerset Youth Theatre and SASP will be presenting the results of their research into how our young people feel about their towns and villages.

The next meeting will be held on 10th March and will have several items on the agenda.

Young People and Families, Broadband and the Coastal Navigation project.

Action

If any councillor has any questions related to the above subjects, please let me have them and I will raise them at the meeting.

NALC Super Councils Network, 16th December 2025 - Town Clerk & Cllr Perry

Godalming Town Council Presentation

The Town Clerk at Godalming Town Council gave a presentation on the Council's youth services.

The Council's main youth centre, offers a club room with screens and games, an arts and crafts area, a computer room, music studio, activity room with pool, table tennis and air hockey, an enclosed outdoor games area, and a wellbeing garden. The centre also operates a minibus and two activity vehicles. The youth services team employs 10 staff, including an apprentice. Since opening in May 2022, the service

has supported 250–300 young people at a time, with reported anti-social behaviour decreasing by 66%.

LGA Associate Membership

The Member Services Manager reminded attendees that all members of the Super Councils Network could become associate members of the Local Government Association (LGA). Associate membership cost £580 + VAT in 2025/26 (prices for 2026/27 were still to be confirmed) and included access to the members only area of the LGA website (containing policy papers and briefings), free entry to selected events and access to online training.

Star Council Awards 2025/26

The Policy Officer thanked network members for submitting nominations to this year's Star Council Awards and congratulated the finalists from the Super Councils Network ([network members could read more about the finalists achievements here](#)).

Winners would be announced on 24 February 2026.

Study Tour 2026

The Policy Officer announced that the 2026 Study Tour would take place at Taunton Town Council on 20–21 May. The Study Tour was a two-day good practice visit to an exemplary town council, where participants spent half the time touring behind the scenes to see the council's facilities and services, and the other half attending presentations on how the Council had achieved its successes.

Devolution case studies

The final publication would be released in the new year.

Open Forum

- At the moment parish councils, unlike principal councils, cannot pay their committee chairs an enhanced allowance. It was raised whether a proactive stance be taken to change that.
- If the government postponed elections for principal authorities undergoing local government reorganisation, parish level elections should also be postponed.
- The government had recently consulted on whether to extend the local government pension scheme to principal authority councillors. NALC's response to the consultation could be found [here](#).
- NALC's [Climate Emergency Webpage](#) contained a range of resources for councils looking to tackle climate change. NALC also maintained a climate emergency network (currently on pause) and presented a Climate Response of the Year Award as part of the Star Council Awards.

- Network members were reminded that they could raise issues on the Network WhatsApp Group.

**Meeting of the working group to improve accessibility at Highbridge Station,
Monday 12th January 2026 – Cllr Millard**

Minutes

Present: Cllr Ben Metcalf, Anthony Betty (Sir Ashley Fox), Mark Stanistreet, (Somerset Council), Ruth Coull, Nadja McDivet, Laura Chalmers, Cllr Lesley Millard, Alan (resident)

1. Apologies:
2. Minutes of the last meeting 17.11.25
3. Follow up actions from the meeting
4. Action from 17.11.25

Mark

- Finalise funding arrangements, designs, procurement ready for March 26
There has been a delay in the process, but funding is now organised and we have been given an extra £5,000 by GWR. This means we have the funds to complete the project. This will now be in May. Process will be decided and Mark will bring details to the next meeting in February.
- Arrange meeting with SC bridge engineer to inspect the railway bridge
- To continue to work with Active Travel to improve station entrance and crossing Continuing discussions
- To continue to work with Highways to improve safety of the footbridge adjacent to the railway bridge. Temporary fix to subsidence but this will not last long. Also real concerns about the state of the footbridge after recent incident.

Ruth

- Launch the survey The group agreed to launch the survey.

Anthony

- To continue to push SC and NR to work together to repair the bridge A letter has been written to Cllr Richard Wilkins to express concern over the temporary fix on the bridge.
5. Progress on repairing the railway bridge and footpath
Feedback from a resident who had an accident recently on the footpath. It was agreed that the footpath is now a health and safety risk. The group feel that we need to use publicity to emphasise our concerns. Anthony will ask Sir Ashley if he would arrange an event with people who use mobility scooters to show the difficulties. We would all support the event on a personal basis.

6. Next steps to prepare a campaign to provide step free access at the train station. We discussed starting work to campaign for step free access. Mark advised going to GWR / Network Rail to get advice on the best way forward.
7. Date of next meeting Monday 23rd February 2pm Sopha

ACTION

Mark	<p>Finalise funding</p> <p>Decide what process would be best for procurement and fulfilment of the sign project</p> <p>Continue to work with Active Travel to improve crossing at the entrance to the station.</p> <p>Continue to work with Highways to improve railway bridge and footbridge</p>
Anthony	<p>Ask Sir Ashley if he would be willing to organise an event to publicise the dangerous pathway at the bridge. This might involve inviting several people on mobility scooters to prove the difficulty they have using the footpath. Other people could try to drive a mobility scooter across the bridge.</p>
Ruth	<p>Publish the survey</p>

Coastal Communities Network Notes, 11th December 2025 – Cllr Clayton

LGA Coastal SIG

To everyone across our coastal family—Members, officers, partners and friends—**thank you** for your energy and teamwork throughout 2025. Here’s a concise roundup of what *you* helped us deliver this year:

- **Championing coastal voices in Parliament:** We supported the **APPG for Coastal Communities**, including a session on **coastal health** with the CMO, a joint **Marine & Coastal Careers** event with the APPG for the Ocean and a session including our member voices on **Healthy eating initiatives for coastal communities**.

- **Coastal Water Quality—evidence into action:** Our **June Summit** brought together MPs, the Defra family, utilities, NGOs and researchers; the **summit report** is available on our website [here](#).
- **Keeping people safe on the water:** We launched the **Coastal Water Safety & Drowning Prevention Survey** and presented local authority insights at **RoSPA's National Water Safety Conference**; we also supported **RoSPA's Water Safety Partnership Guidance** and will launch our **Report on Coastal and Estuarine Water Safety** in early 2026.
- **25 years of the Coastal SIG:** We marked our **25th anniversary** with the North Norfolk field trip and AGM—looking ahead, we're collecting members' reflections for a year-long celebration and looking to host a **Parliamentary event** in early 2026.
- **Financing coastal places:** We ran a **Blue Finance** workshop with OCF and Simmons & Simmons on developing a **funding facility for coastal communities**.
- **Clean power & planning literacy:** We engaged with **NESO** through its Societal Forum, Regional Forum, and **Clean Power 2030** workshops along with **National Grid's Coastal Group**.
- **Growing ocean leadership: 37 councils** (and the LGA) have now **declared for Ocean Recovery**, strengthening the case for **The Motion for the Ocean**.
- **Stronger governance & member offer:** We established a **Funding Panel** (Chair: **Cllr Tom Ashton**) and **approved updated Terms of Reference** to underpin our work.
- **Showcasing practice:** We exhibited at the **Coastal Practitioners Conference** and **CIWEM Flood & Coast**, and co-hosted a **Coast-R** webinar on resilience and sustainability.
- **Policy influence:** We coordinated responses on **Bathing Water Regulation** reforms and submitted consultation responses on **Floods Funding, Marine Licensing** and **Fairer Funding**—with follow-up letters to ministers.
- **Community health & skills:** We supported the launch of the **Coastal Navigators Network**, and continued working with partners to spotlight obesity and coastal wellbeing at Westminster.

Bay Centre Meeting, 18th November 2025 – Cllr Searing

MINUTES

Present:

Jim F, John C, John L, Jan B, Mike, Colin, John A, Julia

Apologies:

Jan N, Cath

1. Minutes of last meeting:

Accepted as a correct record

Proposed: Jim F

Seconded: John C

Passed unanimously.

2. Matters Arising:

2.1 Handyman: Has cleared brambles in overflow, some still to do. He estimates the cost to be £150 and will invoice us.

2.2 Damp Patch: Mike has not had time to touch up yet, but has been checking it regularly.

2.3 Fire Door in café: Paul Case has done the fire door and has had a letter of thanks as he didn't charge us.

3. Chairs Report:

Was circulated.

4. Finance:

So far this financial year we have a profit of about £5000. Some big bills are yet to come. 90% of our income is spent on the utilities and the cleaner.

5. Church Committee Member:

Les Light has retired from our committee and unfortunately the church has no one to replace him, **Action: Mike will write a thank you letter, thanking both Les and Alan for their service.**

6. PAT testing:

Dyer Electrics will be doing it this year as Jon Course is unavailable. Mike will be there to fetch things and John A has also volunteered to help.

7. Travellers Update:

There will hopefully be a bund in Priory gardens.

On a good note, the pothole has been filled! Many thanks to Cath for her work. Apparently all the land in Cassis Close comes under Parks and Recreation.

AOB:

John C would like to retire as bookings clerk from Jan 1st and also retire from doing the accounts at the end of the financial year (end of March)

The immediate task will be to find someone to do the bookings. A letter will be sent to groups saying this could change things for them and asking for volunteers (!!!!)

Mark Newman will be contacted and asked to run a story.

Meeting finished 8.30pm

Date of next meeting: Tuesday 13th January at 7.00pm (please note earlier start)

Cost Code	N/C	2024/25		2025/26			2026/27	NOTES
		Budget	Actual	Budget	To end Sept	Est Y End	Budget	
	INCOME							
100	MANAGEMENT AND COMPLIANCE							
1077	CIL INCOME - HIGHBRIDGE	0	165,857		0	1,909		Earmark balance at year end
1078	CIL INCOME - BURNHAM	0	8,265		2,124	5,500		Earmark balance at year end
1080	BANK & INVESTMENT INTEREST (amend name)	7,500	55,191	15,000	27,373	60,000	20,000	lower interest rates forecast & less investment funds (Cemeteries paths & Jaycroft rd refurb)
1085	GRANTS RECEIVED	0	2,400		0	0		Earmark balance at year end - grant expenditure
200	THE OLD COURTHOUSE							
1005	OLD COURTHOUSE LETTING	0	1,332	200	39	100	0	refurbishment of Old Courthouse next year
500	CEMETERIES							
1500	WAYLEAVES	4,850	4,848	4,850	0	4,848	4,850	
1505	COMMONWEALTH WAR MEMORIALS	0	31		0	31		N/A
1515	EROB	7,000	21,550	8,000	10,794	20,000	10,000	
1520	INTERMENTS	20,000	18,700	10,000	11,034	18,000	13,000	
1525	MEMORIALS	5,000	6,875	5,000	3,087	6,000	5,500	
600	PRINCESS							
1085	GRANTS RECEIVED	0	0		3,000	3,000		Earmark balance at year end. Grants received - Grant expenditure
1600	STORAGE HIRE	3,300	3,253	3,300	1,781	3,562	3,700	4% price increase
1605	LETTINGS	33,000	36,775	33,000	13,106	30,000	33,500	
1615	CAFE RENT/COMMISSION	6,800	6,068	6,800	2,171	5,000	5,920	based on c.£22,000 bar sales (10% = £2,200 + 52 x 100 =£7,400 gross, net £5,920
1625	PT MERCHANDISE	3,600	4,872	4,100	1,779	4,000	4,100	
1630	DONATIONS	0	1,061		590	1,180		Earmark balance at year end
1645	SHOW INCOME	13,500	32,301	25,000	15,504	30,000	35,000	
1650	MEMBERSHIPS	300	150					N/A
1655	PARTICIPATION PT	7,500	7,016	7,000	3,823	7,000	8,000	price increase
1660	ART SALES	200	1,862	1,000	832	1,500	350	change way to account for this next year - only our commission as income
1670	PV CELLS	3,500	5,363	4,000	4,000	6,500	5,000	roof repairs may impact income
1680	ADVERTISING	200	234	100	132	200	750	
700	ESTATES							
1300	ALLOTMENT RENTS RECEIVED	1,215	1,400	1,260	1,295	1,295	1,330	
1400	SIGNAL BOX	60	412	200	63	80	50	reduced uptake in 2025-26
1405	EVENT DONATIONS	0	500		0	0		N/A
1410	GRASS CUTTING	500	417	415	0	417	520	price increase
1415	FLORAL SPONSORSHIP				160	160		
900	PLAY AREAS							
1100	MISCELLANEOUS INCOME				25,875	25,875		Earmark balance at year end
	TOTAL	118,025	386,733	129,225	128,562	236,157	151,570	

		2024/25		2025/26			2026/27	NOTES
		Budget	Actual	Budget	To end Sept	Est Y End	Budget	
	EXPENDITURE							
100	MANAGEMENT AND COMPLIANCE							
4000	SALARIES & WAGES	308,180	292,111	382,600	178,631	382,600	415,600	includes pay award & increment for 13 staff. £5,000 overtime contingency.
4005	EMPLOYERS NAT INSURANCE	18,741	23,262	45,700	13,560	45,700	49,600	
4010	EMPLOYERS SIANNUATION	66,593	64,125	95,700	40,021	95,700	99,500	
4050	PENSION DEFICIT	0	0	0	0	0	0	No pension deficit requirement confirmed for the next 3 years
4055	RECRUITMENT COSTS	800	255	3,000	129	1,000	1,000	
4060	TRAINING	2,600	3,141	8,000	2,842	8,000	5,000	Earmark balance at year end - additional training Assertion 10 AGAR
4065	TRAVEL, EXPENSES & SUBSISTENCE	800	148	800	0	200	500	
4070	OFFICE/IT EQUIPMENT & FURNITURE	4,000	2,331	10,000	1,113	10,000	31,000	Earmark balance at year end. Additional refurbishment costs. Additional £11,000 for Councillor laptops.
4080	TELEPHONE & BROADBAND	3,700	3,621	4,300	1,747	4,000	4,300	
4085	POSTAGE	500	298	600	176	400	500	
4090	STATIONERY & SUPPLIES	1,700	1,396	2,000	900	2,000	2,000	
4095	SUBSCRIPTIONS AND SUPPORT	23,000	27,644	30,000	15,205	28,500	32,000	
4100	INSURANCES	13,500	13,500	20,000	2,590	20,000	26,400	Play parks to be added in 2026-27
4105	AUDIT & ACCOUNTANCY FEES	4,000	5,685	5,000	84	3,910	5,000	external audit fee for 22-23 received in 24-25
4110	LEGAL FEES	1,000	5,280	5,000	350	5,000	5,000	Earmark balance at year end
4115	PROFESSIONAL & CONSULTANTS FEES	5,000	9,292	15,000	1,367	15,000	10,000	Earmark balance at year end for website upgrade £3,500-£5,500
4120	BANK CHARGES	1,500	1,455	1,700	748	1,600	1,800	
4125	PAYROLL SERVICES	1,700	1,763	1,900	687	1,850	2,000	5% increase from Nov 2025
4130	PPE & UNIFORMS	1,700	1,540	2,500	514	2,500	2,000	
4135	ROOM HIRE	225	222	225	12	225	2,500	Additional hire refurbishment The Old Courthouse
4140	CLIMATE CHANGE	1,500	123				5,000	Net zero target 2030
4145	SERVICE DEVOLUTION	76,830	21,259					N/A
4760	GRANT EXPENDITURE	0	1,667		0	0		N/A
4800	CIL EXPENDITURE		17,961		0	16,850		£16,850 spent from EMR.
4150	PROVISION FOR BAD DEBTS			2,000	0	2,000	500	Earmark balance at year end
110	DEMOCRATIC & CIVIC							
4200	MAYORS ALLOWANCE	5,000	5,056	5,000	2,567	5,000	5,000	
4205	TOWN CRIER	0	0	0	0	0	0	
4210	ELECTION EXPENSES	5,000	6,316	10,000	0	10,000	20,000	Earmark balance at year end. Full Council election May 2027 (cost in 2022 - £18,000)
4215	CIVIC EVENTS	2,500	3,048	2,500	825	2,500	2,500	£688 spent from EMR.
4220	REMEMBRANCE WREATH	100	125	100	0	125	150	
120	JOINT FUNDING WITH OTHERS							
4250	CONT SDC RE TOILETS	44,000	44,000					N/A
4255	CONT SDC DOG BINS	25,000	24,000					N/A
4260	CCTV CAMERAS	15,000	10,000	25,000	33,582	33,582	35,500	overspend agreed by Council. £5,000 spent from EMR
4470	TOWN CENTRE CLEANING	6,000	6,000	6,000	0	6,000	6,250	
140	COMMUNITY							
4300	GRANT - CAB (S.142)	2,700	2,700	2,700	2,700	2,700	2,700	
4305	GRANTS MADE	32,300	30,878	30,000	17,347	31,069	30,000	
4455	CHRISTMAS LIGHTS	26,000	24,033	26,000	259	26,000	60,000	new tender to go out next year. Lampposts need adjustment - Somerset Council
4465	EVENTS EXPENDITURE	10,000	7,887	10,000	1,065	10,000	13,500	
4475	CARNIVAL EVENTS WEEK	11,500	8,382	16,500	3,929	16,500	17,500	
	HIGHBRIDGE SHOP FRONT GRANTS						10,000	new nominal

200	THE OLD COURTHOUSE								
4350	BUSINESS RATES	10,650	8,577	12,000	5,735	9,560	9,200	multipliers decreased for 26-27 from 49.9p to 48p	
4355	UTILITIES	6,000	8,498	6,240	1,831	6,240	6,900		
4375	CLEANING	5,000	4,105	3,000	1,155	1,500	1,500	Moved in-house, just materials	
4380	SECURITY & ALARMS	800	669	5,000	1,120	5,000	6,000	Provision towards alarm replacement 25/26. Earmark balance at year end	
4385	MAINTENANCE	3,000	1,362	5,000	280	5,000	50,000	Earmark balance at year end for refurbishment costs. Carpark and Old Courthouse interior refurbishment.	
4390	H&S/FIRE/INSPECTIONS	600	868	3,000	817	3,000	3,000	Earmark balance at year end for refurbishment costs	
500	CEMETERIES								
4350	BUSINESS RATES	12,200	8,904	11,750	5,642	9,500	9,100	multipliers decreased for 26-27 from 49.9p to 48p	
4355	UTILITIES	3,500	8,924	6,000	198	6,000	5,000		
4605	PROVISION FOR PATHS	5,000	0	5,000	0	5,000	15,000	Earmark balance at year end EMR 380. Work to be carried out soon at Brent Road cemetery.	
4610	PUMP MAINTENANCE	1,400	1,935	1,400	0	1,400	2,000	Earmark balance at year end	
4615	GENERAL MAINTENANCE - CEMETERIES	2,000	1,954	1,500	1,835	3,200	13,000	overspend. Underbudgeted for this year. Footbridge repair and gate replacement needed next year.	
4620	MECH GRAVE DIGGER	6,500	4,428	6,500	1,882	6,500	8,500	Earmark balance at year end. Looking at moving in-house - budget needed to purchase equipment	
4635	WASTE COLLECTION	2,500	1,928	2,800	1,019	2,500	2,800		
4640	PROVISION FOR WALLS	2,000	0	2,000	0	2,000	2,000	Earmark balance at year end EMR 380.	
4645	WATER TESTING	1,250	1,045	1,500	215	1,400	1,500		
4650	ROSE GARDEN MEMORIALS EXPENDITURE	0	228	0				N/A	
600	PRINCESS								
4000	SALARIES & WAGES	97,317	120,875	110,350	47,544	110,350	115,100	Including £5,000 for Duty Officers	
4005	EMPLOYERS NAT INSURANCE	4,755	9,229	14,200	4,049	14,200	15,600		
4010	EMPLOYERS SI ANNUATION	14,275	34,123	16,145	6,871	16,145	26,500	1 x more staff pension	
4060	TRAINING	1,500	1,073	2,000	50	2,000	2,500		
4065	TRAVEL & SUBSISTENCE	150	60	150	0	50	50		
4070	OFFICE/IT EQUIPMENT & FURNITURE	3,200	4,881	4,000	1,049	4,000	5,000		
4080	TELEPHONE & BROADBAND	1,900	2,059	2,340	1,109	2,300	2,750	additional mobile phone for Deputy Theatre Manager	
4100	INSURANCE	5,000	5,000	5,500	0	5,500	5,775		
4350	BUSINESS RATES	9,000	7,984	9,990	4,792	7,984	7,680	multipliers decreased for 26-27 from 49.9p to 48p	
4355	UTILITIES	26,500	32,403	30,000	9,282	30,000	33,000		
4375	CLEANING etc	9,000	8,766	3,000	7,278	12,740	8,100	viement to Wages for overspend this year - next year will be done inhouse (apart from weekends)	
4380	SECURITY & ALARMS	2,000	1,873	2,000	1,157	2,000	3,000	provision for alarm replacement	
4385	MAINTENANCE	13,000	12,852	18,000	4,063	18,000	28,000	£5,000 included for accrued cost of boiler replacement, provision needed for windows & roof repairs. Earmark balance at year end	
4390	H&S/FIRE/INSPECTIONS	1,500	2,519	2,500	1,953	2,500	3,500		
4635	WASTE COLLECTION	3,000	2,466	3,500	942	2,600	2,800		
4700	TECHNICIAN COST	17,500	16,807	18,000	5,912	18,000	18,000	no price increase	
4701	SHOW COSTS	13,500	16,586	13,500	6,567	13,500	15,000	increased income = increased expenditure	
4705	ADVERTISING & MARKETING	7,000	6,450	7,000	1,422	7,000	7,000	Earmark balance at year end	
4710	LICENCES	1,500	816	750	676	676	750	TV licence cancelled 16/10/25	
4715	CARD PAYMENT FEES	7,500	2,326	3,000	1,198	3,000	3,000		
4725	TECHNICAL THEATRE	3,500	5,808	3,500	1,053	3,500	4,500	equipment replacement needed	
4730	BACKSTAGE EXPENSES	500	374	500	63	500	500		
4735	ART SALES EXPENDITURE	100	1,398	800	515	800	0	N/A. Change way to account for this next year - only our commission as income	
4740	PTAC MERCHANDISE	3,000	2,990	3,500	741	2,400	3,000	sourcing cheaper supplier	
4745	PARTICIPATION FREELANCE	3,000	4,812	3,000	2,090	3,000	3,500		

4760	GRANT EXPENDITURE	0	0	-	1,021	3,000	0	Earmark balance at year end. Grants received - Grant expenditure
4770	CAFÉ EQUIPMENT & MAINTENANCE	0	0	3,000	790	3,000	3,000	Earmark balance at year end
700	ESTATES							
4350	BUSINESS RATES			-	0	1,870	1,800	New nominal. Business rates - Stores Apex Park. Multipliers decreased for 26-27 from 49.9p to 48p
4360	ELECTRICITY TOWN CENTRE	220	283	0	145	320	400	Did not disconnect for 2025/26 as re-connection charges could not be confirmed.
4365	HIGHBRIDGE CLOCK ELEC	450	1,677	1,600	1,143	1,600	1,800	
4370	WATER RATES - ALLOTMENTS	200	524	450	-40	660	700	dry summer 2025 - higher water use. First dd to be taken Oct 25
4385	MAINTENANCE - ALLOTMENTS	600	405	0				N/A
4385	MAINTENANCE	5,000	5,563	3,800	-4,450	3,800	11,500	Earmark balance at year end. Insurance payout to offset costs of bus shelter repair. Esplanade improvements.
4415	WATER FOUNTAIN	1,000	85	800	67	160	500	no repairs needed this year
4430	BENCHES	2,500	2,113	2,500	0	2,000	2,500	Benches need repairs/replacement
4440	DOG/LITTER BINS	600	781	5,000	84	5,000	500	No joint funding for 25/26. Earmark balance at year end
4445	SPEED INDICATOR DEVICES	500	959	1,200	0	1,200	1,000	Earmark balance at year end. Conditions of use changed for this year-awaiting contract approval Somerset Council
4450	FLORAL DECORATIONS	4,400	5,020	50,000	6,548	50,000	2,000	Additional devolution service 25/26. Earmark balance at year end
4460	TOURISM	2,500	1,896	2,000	158	2,000	0	contract for footfall monitoring ended. Earmark balance at year end for You Are Here Boards cost c.£4,350
4485	DEFIBRILLATORS	250	80	250	266	300	750	overspend. Underbudgeted for this year.
4500	TOOLS AND EQUIPMENT	2,000	1,427	20,000	3,012	20,000	5,000	Increased devolution provision 25/26. Earmark balance at year end
4600	EQUIPMENT PURCHASE/MAINTENANCE - CEM	7,000	16,774	0				N/A
4505	VEHICLE RUNNING COSTS	1,800	1,736	5,000	1,460	4,000	6,000	
4510	VEHICLE REPLACEMENT	3,000	0	50,000	51,821	69,100	38,000	£34,575 out of EMR. Leased vehicle 26/27. Earmark balance at year end. New vehicle needed next year to replace small van.
4515	VEHICLE INSURANCE	640	654	6,000	1,057	2,000	4,000	New vehicles 25/26
4625	TREE & HEDGE MAINTENANCE	3,000	285	3,000	470	4,000	6,500	Earmark balance at year end. Additional work to be carried out next year
4630	FUEL FOR EQUIPMENT	1,000	829	2,000	550	1,000	2,000	dry summer - less mowing needed
800	PUBLIC CONVENIENCES							
4355	UTILITIES	0	0	25,000	0	25,000	30,000	Earmark balance at year end. Legal paperwork delay Somerset Council
4375	CLEANING/CONSUMABLES	0	0	90,000	19,844	90,000	53,000	Earmark balance at year end
4385	MAINTENANCE	0	0	50,000	0	50,000	25,000	Earmark balance at year end
	PROVISION FOR HIGHBRIDGE TOILETS						10,000	new nominal
900	PLAY AREAS							
4385	MAINTENANCE	0	0	10,000	0	10,000	25,000	Earmark balance at year end. Play areas to be repaired and upkeep next year. £10,000 contribution to Somerset Council for paths Winchester Park in 2025-26.
4390	H&S/FIRE/INSPECTIONS	0	0	2,000	0	2,000	4,000	Earmark balance at year end. Play areas to be repaired and upkeep next year
	TOTAL	1,070,926	1,069,550	1,453,340	539,001	1,493,066	1,589,355	

BUDGET	2024/25	2025/26	2026/27
	£	£	£
INCOME	118,025	129,225	151,570
EXPENDITURE	1,070,926	1,453,340	1,589,355
DIFFERENCE	952,901	1,324,115	1,437,785

Burnham-on-Sea & Highbridge Town Council Earmarked Reserves

<u>Account</u>	<u>Closing</u> <u>Balance</u>	<u>to General</u> <u>Reserves</u>	<u>Transfer</u> <u>25/26 budget</u> <u>to be done at</u> <u>year-end</u>	<u>Transfer</u> <u>to/from other</u> <u>EMRS</u>	<u>Opening</u> <u>Balance</u>	<u>Notes</u>
320 - Property Maintenance EMR	142,420.00			1,377.50	143,797.50	earmark balance at year end 4380/200 Security, 4385/200 Maintenance, 4390/200 Inspections. Transfer from EMR 387
321 - Youth Projects EMR	5,000.00	- 5,000.00			-	
324 - Legacy Clock EMR	10,220.00				10,220.00	
325 - Service Transfer EMR	105,270.80				105,270.80	earmark balance at year end 4450/700 Floral, 4355/800, 4375/800, 4385/800 Pcons, 4385/900, 4390/900 Play areas
326 - IT/Office Equipment	20,255.53				20,255.53	earmark balance at year end 4070/100 IT/Office Equipment
327 - HR & Legal Contingency EMR (amend name)	13,462.68			5,900.00	19,362.68	earmark balance at year end 4060/100 Training, 4110/100 Legal, 4115/100 Professional. Transfer from EMR 366
328 - Grounds Equipment EMR	8,310.60				8,310.60	earmark balance at year end 4610/500 Pump, 4620/500 Mech Digger, 4440/700 Bins, 4500/700 Tools
329 - Coronation	800.00	- 800.00			-	
330 - General Maintenance EMR	19,776.35				19,776.35	earmark balance at year end 4385/700 Maintenance
331 - Princess Artistic Material Grant	4,700.00			- 4,700.00	-	Transfer to EMR 372
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	-	Transfer to EMR 327
338 - Replacement Van	225.00				225.00	earmark balance at year end 4510/700 Vehicle Replacement
339 - Tesco S106 EMR	-				-	
340 - Past Mayor Badges EMR	311.71				311.71	Use this year
341 - Neighbourhood Plan EMR	5,800.00				5,800.00	Community led spend
342 - You Are Here Boards EMR	750.00				750.00	earmark balance at year end 4460/700 Tourism
343 - Princess Maint/Renewals EMR	11,351.30				11,351.30	earmark balance at year end 4385/600 PT Maintenance, 4770/600 Café Equip
344 - SIDS EMR	72.64				72.64	earmark balance at year end 4445/700 SIDS
345 - Burnham EVO HTAP EMR	900.00				900.00	earmark balance at year end 1100/900 Play Areas
346 - Tree Maintenance EMR	10,215.50				10,215.50	earmark balance at year end 4625/700 Tree Maintenance
347 - Cemeteries Extension EMR	93,700.00				93,700.00	
348 - Burnham Shop Front Grants EMR	9,900.00				9,900.00	to be used this year
370 - PMC SALC Grant EMR	-				-	Used this year
372 - PMC Artistic Budget EMR	783.42			4,700.00	5,483.42	earmark balance at year end 1630/600 Donations, 4705/600 Marketing
374 - PMC Somerset Community Grant EMR	665.38				665.38	earmark balance at year end 1085/600 Grant received - 4760/600 Grant Exp
375 - PMC Match Funding EMR	5,000.00				5,000.00	
380 - Cemeteries Provision EMR	89,500.00				89,500.00	earmark balance at year end 4605/500 Provision for Paths, 4640/500 Provision for Walls
385 - High St Fund EMR	28,272.35				28,272.35	
386 - Events EMR	6,123.27				6,123.27	Use in 2026/27
387 - EMR Climate Change	1,377.50			- 1,377.50	-	Transfer to EMR 320 for Jaycroft rd refurb
388 - EMR SALC 24-25 TC	333.34	- 333.34			-	
389 - EMR CCTV	-				-	Used this year
390 - Election expenses	-				-	earmark balance at year end 4210/110 Election expenses
391 - Provision for Bad Debts (NEW)	-				-	earmark balance at year end 4150/100 Provision for bad debts
392 - Public Conveniences						earmark balance at year end 4355/800, 4375/800, 4385/800 Pcons
400 - CIL EMR	251,832.15				251,832.15	earmark balance at year end 1077&1078/100 CIL
	863,309.52	- 6,133.34	-	-	857,176.18	

BUDGET/PRECEPT 2026/27

BUDGET	2026/27
	£
INCOME	151,570
EXPENDITURE	1,589,355
DIFFERENCE	1,437,785

2025/26 precept request was £1,324,115 = £194.62 for a Band D property (tax base 6803.48)

2026/27 precept request would be £1,437,785 = £202.06 for a Band D property (tax base 7115.55)

Annual increase equates to £7.44 per Band D household

Recommendation from the Finance and Governance Committee

If the budget is approved at £1,437,785, the recommended precept request is £1,437,785, with £0 being used from general reserves.

This would leave an estimated £495,000 in general reserves (c.4months expenditure).

Electric vehicle charging: changes to permitted development rights

Introduction

We are committed to accelerating the rollout of electric vehicle (EV) charging infrastructure to support the transition to zero emission vehicles and help achieve net zero greenhouse gas emissions by 2050. Building on recent changes to planning regulations, we are seeking views on further proposed amendments to permitted development rights (PDRs) that would provide greater flexibility for installing EV chargepoints and the supporting equipment.

Specifically, we are exploring whether PDRs should be extended to allow for multiple units of equipment housing or storage units required for the operation of off-street chargepoints, as well as the introduction of rights for cross-pavement solutions and the associated chargepoint. These changes aim to remove barriers to the timely and affordable installation of reliable charging infrastructure, ensuring that legislative frameworks keep pace with the growing demand for EVs.

Changes to the permitted development rights for the installation of equipment housing for EV charging refers to large cabinets or buildings that store the essential systems needed to run and safely operate electric vehicle chargepoints like transformers, control units, and batteries. The size and contents vary depending on the site and type of charger, with larger chargers often containing more of this equipment internally, while others use separate external units. An existing PDR (under Class E of Part 2) allows for the installation of one unit of equipment housing at ground level within a non-domestic area lawfully used for off-street parking. The PDR is subject to limitations and conditions, including that the equipment housing cannot:

- exceed 29 cubic metres in size
- exceed 3 metres in height from the level of the surface used for the parking of vehicles
- be within 5 metres of a highway
- be within 10 metres of the curtilage of a dwellinghouse or block of flats

The rights do not apply in the curtilage of listed buildings or within a site designated as a scheduled monument. They do however apply in article 2(3) land, which includes conservation areas, world heritage sites, national parks, the Broads and national landscapes (formerly known as areas of outstanding natural beauty).

Following industry feedback, including in response to the recent call for evidence, we are consulting on whether permitted development rights should be extended to allow for the installation of multiple units of equipment housing or storage cabinets to support the operation of bigger and more powerful EV upstands.

1. Do you agree or disagree that the permitted development rights should be extended to allow for multiple units of equipment housing (with a cumulative maximum volume of 29 cubic metres) in a non-domestic car park?

- Agree
- Disagree
- Don't know (Go to 'Other issues')

Permitted development rights reasoning

Provide your reasoning.

There is growing demand for electric vehicles and it will speed up the process.

Other issues

2. Are there any other likely impacts that should be considered if permitted development rights are extended to allow for multiple units of equipment housing?

- Yes
- No (Go to 'Introducing permitted development rights for cross pavement solutions for recharging electric vehicles')
- Don't know (Go to 'Introducing permitted development rights for cross pavement solutions for recharging electric vehicles')

Introducing permitted development rights for cross pavement solutions for recharging electric vehicles

Permission for a cross-pavement solution is required from a local authority. However, current law requires up to three separate permissions. Currently, a cross-pavement solution requires permission from a local authority (in its capacity as highway authority) to lay a cable across the pavement (under section 178, Highways Act 1980), planning permission for the cross-pavement solution and associated EV chargepoint¹, and street work permissions to install infrastructure.

Through the proposed changes, planning permission would be granted on a national basis via PDR. Those seeking to install a cross-pavement solution would not be required to submit a planning application, however section 178 permission and street works permissions would still be required for the installation of a cross-pavement solution.

3. Do you agree or disagree that a new permitted development rights should be introduced for the installation of cross-pavement solutions to support on-street EV charging?

- Agree
- Disagree
- Don't know (Go to 'Accessibility of the pavement')

Cross-pavement solutions: off-street EV chargepoint

4. Do you agree or disagree that the new permitted development right should allow for an associated off-street EV chargepoint which is linked to a cross-pavement solution?

- Agree
- Disagree
- Don't know (Go to 'Accessibility of the pavement')

Accessibility of the pavement

5. What, if any, further stipulations are required to ensure accessibility of the pavement for all users?

Pavement surfaces must be smooth, even, and well-maintained, avoiding trip hazards

Pavements must remain uncluttered

Safety precautions should be required to support users with sensory or mobility needs.

6. What, if any, likely impacts do you think should be considered if a PDR is introduced to allow for:

cross-pavement solutions

associated chargepoints

7. In your view are there what, if any, further changes are needed to reflect and ensure consistency with devolved policies in:

	Yes	No	Don't know
Scotland	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Wales	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Northern Ireland	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If 'yes' what changes and why?

Public Sector Equality Duty

We are required to assess these proposals by reference to the Public Sector Equality Duty contained in the Equality Act 2010. A Public Sector Equality Duty Assessment will be prepared reflecting the detail of the changes to be made prior to any secondary legislation being laid.

We are now asking about the affect of our changes on people with special characteristics.

These characteristics are:

- age
- disability
- gender reassignment
- marriage
- civil partnership
- pregnancy and maternity
- race
- religion and belief
- sex type
- sexual orientation

It is our view that none of the characteristics are affected by the changes.

Do not include personal information in your response.

8. Do you think that any of our proposed changes could impact anyone who shares any of the protected characteristics?

- Yes, all of the characteristics are affected (Go to 'Characteristics affected reasoning')
- Yes, some of the characteristics are affected
- No (Go to 'Final comments')
- Don't know

Electric Vehicle Charge Points

Somerset Council has secured £3.78 million in government capital funding to significantly expand Electric Vehicle (EV) charging infrastructure across the county – and residents are being invited to help shape where new charge points are installed.

The funding will support the installation of a minimum of 1,606 low-powered public charge point sockets (3.5kW and 7kW) in on-street and car park locations. These charge points will be designed for overnight and long-stay charging, particularly benefiting residents who do not have off-street parking and are therefore unable to install a charge point at home.

A preferred supplier, which will be announced shortly, has been selected, although not in contract yet. They will be responsible for the supply, installation, operation and maintenance of the network. The operator will invest at least 60% of the total project cost, in addition to the government's [Local Electric Vehicle Infrastructure \(LEVI\)](#). The concession contract will be in place for 17 years and installations will be completed within the first 2 years.

Have your say on where charge points should go

To ensure charge points are installed where they are most needed and will be well used, Somerset Council is asking residents to suggest suitable locations. This could be near homes, on local roads, or in places that attract high footfall.

Suggestions will help the Council prioritise sites based on real demand and ensure the county's charging network meets local needs.

All chargepoints delivered as part of the LEVI scheme will be located on land owned by Somerset Council or adopted by the highways authority. Ownership will be confirmed during the triage process.

The best way to put forward potential locations is via our 'Suggest a chargepoint location' webpage: [Suggest a chargepoint location - Somerset Council](#)

Every suggestion will be reviewed by the project team against the triage criteria:

- ✓ Pavement width after installation: ideally 2m clear zone, minimum 1m
- ✓ Road width and safety considerations:
 - 10m from junction
 - Injury collision data
 - Bus routes/stops, cycle lanes, zebra and signal-controlled crossings
- ✓ Alignment with fire safety guidance
- ✓ Not in a conservation area
- ✓ No significant tree root or canopy constraints
- ✓ No significant flood zone constraints
- ✓ No conflicts with statutory requirements for street furniture or underground utilities
- ✓ Review of future planned developments
- ✓ Power supply availability (unmetered lamp column network or nearby low voltage cable)
- ✓ Local knowledge of area

Locations will either be declined or passed to the chargepoint operator for further due diligence and a site visit before approval for delivery.

Report for councillors: Request for use of Earmarked Reserves

Issued to: Town Council - 19th January 2026

1. Purpose of Report

To request the release of funds from earmarked reserves.

2. Background

Wellers Law Group formulated the 4 lease documents in September 2025 for the public conveniences taken on from Somerset Council at South Esplanade, Apex Park, Crosses Penn and Oxford Street at a cost of £1,860 per lease.

The leases are yet to be signed as an amendment was made to the Apex Park public conveniences lease and we are still waiting acceptance from Somerset Council.

3. Financial Implications

Current balance of EMR 325 - £105,270.80.

Total request transfer - £7,440.

4. Recommendation

That the Council agrees to release £7,440 from EMR 325 – Service Transfer, for the costs for the preparation of the lease documents for the public conveniences.

Report for councillors: Remembrance Wreaths Overspend

Issued to: Town Council - 19th January 2025

1. Purpose of Report

To update Council of an overspend of the Remembrance Wreaths budget.

2. Background

£100 was allocated to Remembrance wreaths for 2025-26 for the purchase of 2 x wreaths. The purchase of additional wreath was requested by the Mayor, which was placed on the Poppies to Paddington train, which was escorted by Her Majesty The Queen.

3. Financial Implications

The budget for Remembrance Wreaths will be exceeded by £50.

4. Recommendation

That the Council ratify the expenditure and agree the overspend from general reserves.

BIODIVERSITY POLICY

BACKGROUND

In accordance with the duty imposed on town and parish councils by Section 40 of the Natural Environment and Rural Communities Act 2006, updated by Section 102 of the Environment Act 2021, Burnham-on-Sea and Highbridge Town Council (hereinafter referred to as the Council) which has any functions exercisable in relation to England must from time to time consider what action the authority can properly take, consistently with the proper exercise of its functions, to further the general biodiversity objective.

This duty also means that town and parish councils can spend funds in conserving biodiversity.

DEFINITION

According to Defra (Biodiversity 2020), biodiversity is the variety of all life on Earth. It includes all species of animals and plants – everything that is alive on our planet.

Biodiversity is important for its own sake and has its own intrinsic value. A number of studies have shown this value also goes further. Biodiversity is the building block of our 'ecosystems' that in turn provide us with a wide range of goods and services that support our economic and social wellbeing. These include essentials such as food, fresh water and clean air, but also less obvious services such as protection from natural disasters, regulation of our climate, and purification of our water or pollination of our crops. Biodiversity also provides important cultural services, enriching our lives.

AIMS AND OBJECTIVES

The object of this policy is to work towards conserving and enhancing the biodiversity of the Council's area.

The Full Council and any committees of the Council will consider sustainability, environmental impact and biodiversity when making decisions and will develop and implement policies and strategies as required.

In particular, the Council will aim to improve the biodiversity of the area in the following ways:

- consider the potential impact on biodiversity represented by planning applications.
- manage its land and property using environmentally friendly practices that will promote biodiversity.
- support local businesses and council operations in the adoption of low impact/nature positive practices.
- encourage and support other organisations within the towns to manage their areas of responsibility with biodiversity in mind.
- support residents and local organisation activities to enhance and promote biodiversity.

ACTIONS

Planning applications

The Council will:

- when commenting on planning applications, support site and building design that benefits biodiversity through the conservation and integration of existing habitats or provision of new habitats.

- support protection of sensitive habitats from development and will consider whether the development would mean the loss of important habitats for wildlife in respect of all applications.
- consider what each proposed development might make in terms of biodiversity net gain.
- include policies in support of biodiversity within the neighbourhood plan, when reviewed.

Land and property management

The Council will:

- carry out a biodiversity audit of its landholdings.
- consider the conservation and promotion of local biodiversity with regard to the management of its open spaces. This will include adopting beneficial practices with regarding to cutting and removal of vegetation, application of chemicals and timing of maintenance work, paying attention to the Government's [regulations for plant protection products](#).
- take special care in the specification of grounds maintenance contracts to ensure that the work, whilst reaching acceptable standards, does not harm the natural environment **[see a case study example from Stratfield Mortimer Parish Council at Appendix A]**.
- source sustainable materials when procuring supplies for the Council's use.
- consider biodiversity issues and the implementation of changes when managing its buildings.

Local community

The Council will:

- raise public awareness of biodiversity issues, including through its website and newsletters.
- engage with local businesses and residents regarding biodiversity in the community and how members of the community can assist and make a difference.
- where feasible, involve the community in biodiversity projects on its land including for example tree planting, wildflower meadows, birdbox making.

Partners

The Council will work in partnership with other organisations to protect, promote and enhance biodiversity within the council area.

It will review any local nature recovery strategies, species conservation strategies, or protected site strategies in respect of local Sites of Special Scientific Interest (SSSIs) and consider how it may become more involved in implementing the strategies' recommendations.

MONITORING

This policy was adopted on **xx** (Minute reference **yy**) and will be reviewed in two years or sooner should legislation dictate/each year at the Annual Meeting. A summary of how the policy has been implemented will be published annually, with reference to the original biodiversity audit to show progress.

DRAFT MODEL ACTION PLAN

SITE / OBJECTIVE	ACTION	OUTCOME	TARGET (Years)	REPORTING / PUBLICITY
Whole council area	Raise local awareness of biodiversity	Gain local support for action	Ongoing	Newsletter, social media, website
Protect and support biodiversity	Encourage suitable planting to support biodiversity	Connect & diversify habitats to meet the needs of a variety of wildlife species	Ongoing	Mapping
Cemeteries	<p>Additional planting</p> <p>Maintain and renew bird boxes as required</p> <p>Adopt a plan to support wildlife and diversity whilst maintaining the site in a way which enables visitors to experience quiet and calm remembrance</p> <p>Leave leaf litter and dead vegetation wherever possible as a habitat for invertebrates</p>	<p>Increased diversity of habitats and food sources</p> <p>Increased cover for invertebrates, reptiles, amphibians and small mammals</p> <p>Encouraging insects particularly butterflies and bees</p>		
Recreation grounds	<p>Sympathetically maintain hedging</p> <p>Leave some areas unmown</p> <p>Only use environment friendly pesticides where absolutely necessary and only in ideal weather conditions</p>	<p>Food sources and cover</p> <p>Encourages insects</p> <p>Sustain and enhance natural habitats</p>	N/A at current time	
Common/ other open spaces	<p>Adopt a management plan</p> <p>Encourage residents to remove litter and pick up after their dogs</p> <p>Work with the Somerset Council on verge management, favouring biodiversity but noting which areas may need cutting for highway safety</p> <p>Encourage residents to adopt areas to look after, making it clear what is expected e.g. peat free compost and no chemicals</p>	<p>Sustain and enhance natural habitats</p> <p>Protecting habitats</p> <p>Protecting/enhancing habitats</p> <p>Regular attention</p>		

SITE / OBJECTIVE	ACTION	OUTCOME	TARGET (Years)	REPORTING /PUBLICITY
The built landscape	<p>Ensure that planning consultations are considered against the requirements of the Neighbourhood Plan</p> <p>Encourage hedgehog/small animal highways with permeable boundaries</p>	<p>Protecting/enhancing habitats</p> <p>Extending habitats</p>	Ongoing	
Increase community awareness of biodiversity	<p>Ask residents for their views on what they would like to be done to conserve biodiversity within the parish</p> <p>Raise awareness of the importance of gardens as habitats for wildlife</p> <p>Create a page on the council website for photographs/information/links</p> <p>Encourage local farmers to contribute</p> <p>Provide seed bombs / bulbs etc. for residents' use</p> <p>Discourage floodlighting</p>	<p>Engagement/ownership of biodiversity</p> <p>Promote biodiversity</p> <p>Promote biodiversity</p> <p>Promote biodiversity</p> <p>Extending habitats</p> <p>Protect nocturnal animals</p>	Ongoing	
Support Community Projects	<p>Support hedge/tree planting in any appropriate areas</p> <p>Consider events and offer volunteering opportunities to support biodiversity, working with local organisations</p>	<p>Extending habitats</p> <p>Promote biodiversity</p>		