



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

10th February 2026

To: All Members of the Assets & Amenities Committee

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the **ASSETS & AMENITIES COMMITTEE** to be held on **17th February 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

A handwritten signature in black ink, appearing to be "K Noble", written over a light blue horizontal line.

Katherine Noble
Town Clerk

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

Members of the Assets & Amenities Committee

Councillor P. Clayton (Chair)
Councillor L. Millard
Councillor M. Murphy
Councillor C. Searing
Councillor P. Wynn

Councillor B. Metcalfe
Councillor P. Mills
Councillor S. Perry
Councillor B. Vickers

Public participation

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

Assets & Amenities Committee Meeting Agenda

17th February 2026

- 160.A25 Apologies for absence**
- 161.A25 To receive any declarations of interest on items included on this agenda**
- 162.A25 To receive and approve the minutes of the Assets & Amenities meeting held on 16th December 2025 and the extraordinary meeting held on 12th January 2026**
- 163.A25 To note the most recent committee income and expenditure report**
- 164.A25 To consider response to correspondence received**
 - 164.1 To consider a request for a dog bin to be installed along Steart Drive
- 165.A25 Princess Theatre**
 - 165.1 To receive Theatre Managers update report
 - 165.2 To consider extension to technical services contract
- 166.A25 Cemeteries**
 - 166.1 To receive cemeteries update report
 - 166.2 To consider quotes for the Brent Road Cemetery extension survey
- 167.A25 Public Conveniences**
 - 167.1 To receive public conveniences update report
 - 167.2 To consider a report on the lack of family friendly public toilets – Councillor Millard
- 168.A25 To receive the estates team general update report**
- 169.A25 To consider request for Community Clothing to use Apex Park Office**
- 170.A25 Date of next meeting**

The next meeting of the Assets & Amenities Committee is scheduled for 21st April 2026 at 7 pm



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 considered by Officers.

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

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 extraordinary 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.

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

Month No: 9

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
500 Cemeteries								
1500 Wayleaves	0	4,750	4,850	100			97.9%	
1515 EROB	1,088	17,793	8,000	(9,793)			222.4%	
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)				
600 Princess								
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%	

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

Month No: 9

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
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%	
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)				
700 Estates								
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%	

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

Month No: 9

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4450 Floral Decorations	0	6,548	50,000	43,452		43,452	13.1%	
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)				
<u>800 Public Conveniences</u>								
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)				
<u>900 Play Areas</u>								
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	15,439	147,790	114,025	(33,765)			129.6%	
Expenditure	49,086	322,073	649,275	327,202	0	327,202	49.6%	
Net Income over Expenditure	(33,647)	(174,283)	(535,250)	(360,967)				
plus Transfer from EMR	21,442	60,357	0	(60,357)				
less Transfer to EMR	0	60	0	(60)				
Movement to/(from) Gen Reserve	(12,205)	(113,986)	(535,250)	(421,264)				

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

Month No: 9

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<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)				
Grand Totals:- Income	39	78	200	122			39.0%	
Expenditure	(163)	15,899	34,240	18,341	0	18,341	46.4%	
Net Income over Expenditure	202	(15,821)	(34,040)	(18,219)				
Movement to/(from) Gen Reserve	202	(15,821)	(34,040)	(18,219)				

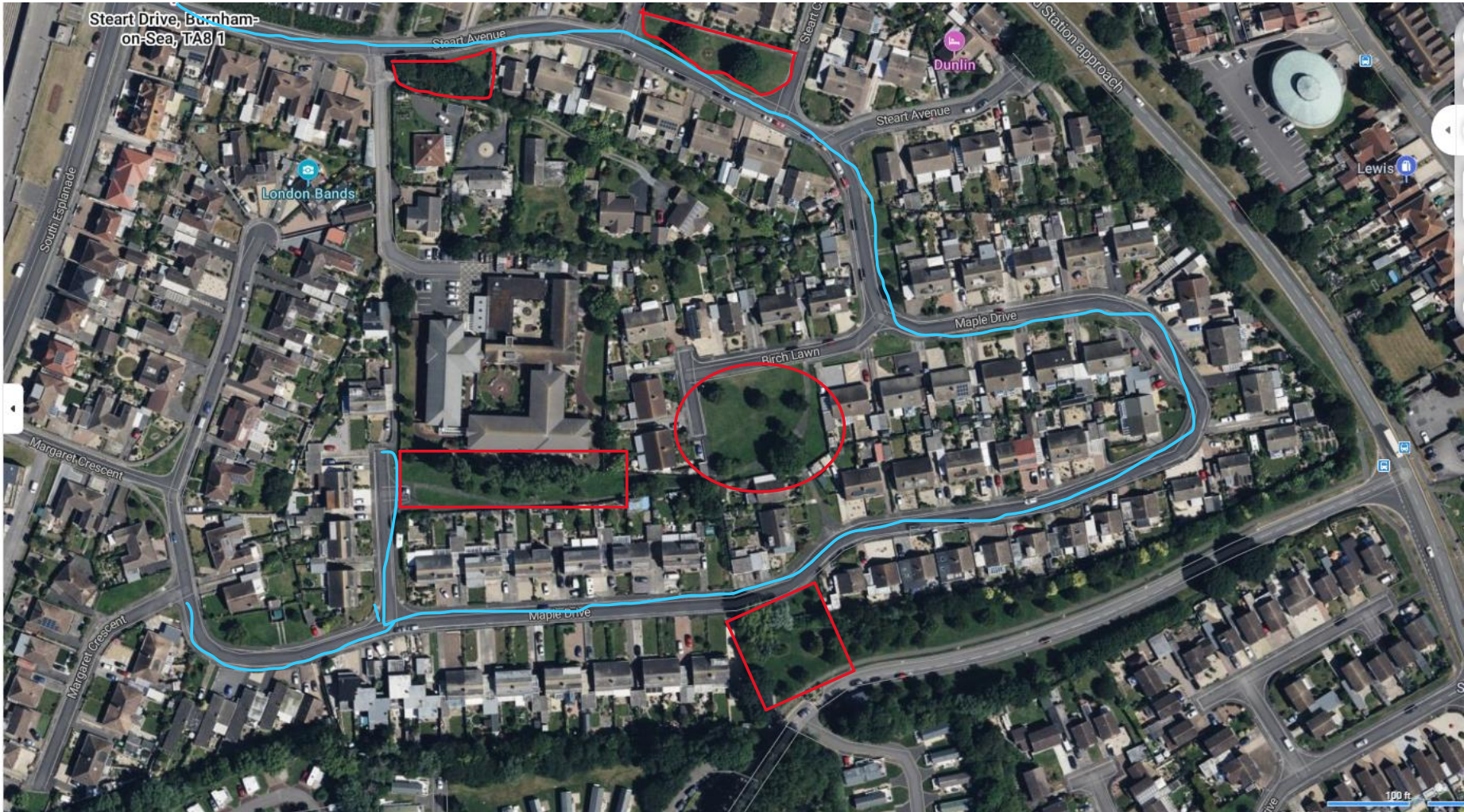
I live in Steart Avenue. We have 2 green areas close to each other which are regularly used by dogs to go to the toilet, my dog included, but we have no dog waste bins in the area. These green areas are used regularly by dogs from our residential area and our road is also a walk through for others making their way to the seafront with their dogs and not all are as responsible as myself. The nearest dog waste bin is the seafront and most of the residents on our loop are elderly and only walk their dogs around the block, so don't have access to a dog waste bin, so if they pick it up it goes into their black bins. I really think the area would benefit from a dog waste bin. Please could one be installed on either green area in Steart Avenue, as this seems to be the main area one is needed, and if the area could have two bins then one on the green area by Maple Drive would also be beneficial.

(2 grassy areas on Steart Drive where a request is being made for a dog waste bin are highlighted in red)



The red areas indicate the green areas on Steart Drive and also Maple Drive

The blue lines indicate the roads in question



Managers Update Report

10th December 2025 to 2nd February 2026

Attendees to Participation Groups	Number of attendees
Community Choir	119
Kurling	203
Open Art Studio	64
Seated Exercise	25
Contemporary Creative Textiles (These sessions are once per month)	7

Events Coming Up	Tickets offered for sale	Tickets sold to date 2.2.26
February 2026		
Voodoo Room	198	158
Francis Dunnery England's Tales of the Council House Kid	198	60
Swing Commanders	198	37
Burnham-on-Sea Comedy Club	198	135
Women in Rock	198	116
March 2026		
Beatles Complete	198	193
Spectrum Present Disney's Frozen Jnr	run	249
Take a Chance on Us – Abba Tribute	198	87
Johnny Cash featuring Kevin Lovatt	198	36
April 2026		
Baroque n Roll (Bristol Ensemble)	198	28
Hundred Watt Club	198	42
May 2026		
Simon & Garfunkel Through The Years	198	65
Cinderella, Grown Up's Only	198	96
Bippo's Circus Adventures	198	Just on sale
DSUK – in Tribute to Dire Straits	198	108

June 2026		
The Secret (Magic)	198	Just on sale
Here I Am by Patti Boulaye	198	Just on sale
Ed is Elton	198	40
The Enigma of Jewellery in Ancient Egypt (Talk)	50	18

Show Sales

A report is shown below and as requested by The Assets & Amenities Committee this shows the revenue retained by The Princess Theatre & Arts Centre for shows during December 25 and January 26. It should be noted that any on costs to the Princess Theatre for Box Office ticketing levies, charges for credit card/payment services and PRS are all recovered from the show sales before payment to the agents or hirers. All figures shown are gross.

December 2025 and January 2026										
			<i>We recharge this amount to visiting companies</i>							
	<i>Number of shows</i>	<i>Total ticket sales</i>	<i>Ticket levy included in ticket sale price</i>	<i>Credit card charge/payment processing charge</i>	<i>PRS/royalties</i>	<i>Amount paid to third party</i>	<i>We received this much in commission on a split deal</i>	<i>We received this much from hire charges</i>	<i>We received this much from guaranteed deal</i>	<i>Total Revenue for shows retained</i>
December 2025	3	8965.00	569.00	269.50	189.40	4222.50	908.47	2806.13		£3714.60
January 2026	2	13836.00	814.00	415.08	57.59	9742.63	326.70	2480.00		£2806.70
	Totals	22801.00	1383.00	684.58	246.99	13965.13	1235.17	5283.13		£6521.30

News and Updates

TICKET CANCELLATION PROTECTION

On 1st January we rolled out a new ticket protection offer. Customers are offered an option to pay a small add on amount to enable them to get a refund should they be unable to attend the show or event due to various scenarios. Since 1st January we have had 31 patrons take up this option. Our current policy is that there are strictly no refunds, the new protection will enhance our customer service, particularly when we have patrons that cannot attend due to illness for example. Any claims for a refund would be administered by the ticket protection provider without loss of revenue for the venue.

CUSTOMER FEEDBACK

As part of the Theatre Managers Three Year Business Plan, the Assets and Amenities committee discussed getting more detailed feedback from our patrons. On 22nd January we went live on a new customer feedback questionnaire sent to patrons who have purchased tickets and attended shows and events at the theatre. A copy of the questionnaire is attached. We are encouraged with amount of responses so far and comments received, including:

“A wonderful local theatre. Feels part of the community”

“This venue is an excellent asset for Burnham and for the youngsters in the area to have such a venue to perform in.”

“Lovely welcoming staff . . I only started attending the theatre last year & now I look forward to the shows”

You will see from the questionnaire this will enable us to gather important information and feedback from our patrons to understand if they are enjoying our offer, how they enhance other businesses in the town and, of course, suggestions of how we may improve.

PARTICIPATION GROUPS

Kurling: We are pleased to report that the extra session of Kurling now offered on a Tuesday morning is proving popular with many Thursday attendees also attending on a Tuesday.

Creative Writing: We are introducing new Creative Writing Workshops to be held on the last Thursday of each month. These sessions will be run by

Jo Middleton is a bestselling author and creative writing teacher. She is the author of Playgroup and Prosecco and the comedy-crime novels Happy Bloody Christmas and Not Another Bloody Christmas, and is currently working on her fourth

book. Jo has extensive experience teaching creative writing through workshops and courses, and is known for her warm, playful, practical approach and her ability to help writers feel confident, capable and excited about their work.

REGULAR HIRERS REVIEW

At a previous Assets and Amenities Committee meeting, it was agreed to carry out a review of the fees and charges for regular user hires of the theatre spaces. The Theatre Manager is arranging to meet with the various user groups to discuss their hire requirements going forward and would request a little more time to report to committee on the review findings. If this results in any financial changes these would be backdated to 1st April 2026. A report will be brought to the Assets and Amenities committee in April.

Audience Feedback Questionnaire

We're carrying out this survey to help us learn more about our audiences and how we can give them the best possible experience. This questionnaire is confidential and will only be used for research purposes. The information you provide will be held by The Princess Theatre and Arts Centre (part of Burnham-on-Sea and Highbridge Town Council).

This survey will not collect any identifiable data from you. You can cancel your participation at any time.

[Sign in to Google](#) to save your progress. [Learn more](#)

* Indicates required question



THE PRINCESS

Theatre & Arts Centre

Section 1: About You & Your Visit

Please let us know a bit about your visit to The Princess Theatre and Arts Centre

1.1 Your postcode*

We recognise that many of our audience members travel from outside Burnham-on-Sea and Highbridge. We kindly ask that you provide **the first part of** your postcode (eg: TA8, BS23 etc.) to help us better understand the areas our visitors are travelling from.

1.2. Please state the date of your most recent attendance at The Princess Theatre and Arts Centre

Date

1.3 Before your visit to The Princess Theatre, did you make use of any of the following local businesses?

Travel accommodation (eg: B&B, Holiday park, etc.)

Highstreet shops

Restaurants

Pubs/Bars

Tourist Information

Arcades

None of the above

1.4 Previous to this visit, had you ever attended The Princess Theatre and Arts Centre before?

Yes, within the last 12 months

Yes, more than 12 months ago

Yes, between 2 - 3 years ago

Yes, but more than 3 years ago

No, this was my first visit.

1.5 Which of the following best describes the event that you attended at The Princess Theatre and Arts Centre

Drama/Play

Pantomime

Tribute Act

Live Music

Comedy

Children/Family show

Visual Arts

Dance

General Entertainment

Other:

1.6 How did you hear about the show/event?

Princess Theatre social media (Facebook, Instagram etc.)

Performer/artist promotion

Email marketing

Website or event listing

Online advertisement

Poster/Flyers/Printed Brochure

Friends or Family

Section 2: How did we do?

Please answer the following questions to let us know how your experience was within The Princess Theatre and Arts Centre.

2.1. How would you rate the following from your most recent visit:

Booking your tickets:

Very good

Good

Neither Good nor Poor

Poor

Very Poor

Not applicable/don't know

2.2. How would you rate the following from your most recent visit:

How welcoming the Front Of House staff and volunteers were?

Very good

Good

Neither Good nor Poor

Poor

Very Poor

Not applicable/don't know

2.3 How would you rate the following from your most recent visit:

Finding your way around the venue? (eg. on-site signage)

Very good

Good

Neither Good nor Poor

Poor

Very Poor

Not applicable/don't know

2.4. How would you rate the following from your most recent visit:

Ease of access around the theatre (eg: getting to your seats)

Very good

Good

Neither Good nor Poor

Poor

Very Poor

Not applicable/don't know

2.5. How would you rate the following from your most recent visit:

The cleanliness of the venue?

Very Good

Good

Neither Good nor Poor

Poor

Very Poor

Not applicable/don't know

2.6. How would you rate the following from your most recent visit:

Information about the performance?

Very good

Good

Neither Good nor Poor

Poor

Very Poor
Not applicable/don't know

**2.7. How would you rate the following from your most recent visit:
Quality of the performance?**

Very Good
Good
Neither Good nor Poor
Poor
Very Poor
Not applicable/don't know

**2.8. How would you rate the following from your most recent visit:
Overall value for money?**

Very good
Good
Neither Good nor Poor
Poor
Very poor
Not applicable/don't know

**2.9. How would you rate the following from your most recent visit:
Overall experience at The Princess Theatre and Arts Centre**

Very good
Good
Fair
Poor
Very Poor
Not applicable/don't know

2.4. If you answered any of the above "Poor" or "Very poor" please give a brief description of what we can do to improve in these areas.

2.9.1. On a scale of 0-10, how likely is it that you would recommend The Princess Theatre and Arts Centre to a friend, family member or colleague, with 10 being extremely likely and 1 being not at all likely?

Not likely at all

1

2

3

4

5

6

7

8

9

10

Very likely

Section 4: Some final words...

Is there anything else you'd like to mention about your recent visit to The Princess Theatre and Arts Centre? If so, please write your comments below.



Report for councillors: Bravo Technical Services Contract

Issued to: Assets & Amenities Committee - 17th February 2026

1. Purpose of Report

Consider continuation of Technical Services Contract – Bravo Events Limited

2. Background

The Town Council awarded a contract to Bravo Events Limited to provide technical services at The Princess Theatre, Princess Street, Burnham-on-Sea, for a period of 12 months commencing on 1st May 2025, with an option to be extended for a further 12 months based on service satisfaction.

A review of their performance during the first 12 months is considered satisfactory and the theatre Management would recommend extending the contract for a further 12 months.

3. Financial Implications

The expenditure falls within the agreed budgets set.

4. Recommendation

The Assets & Amenities Committee agree to extend the contract to Bravo Events Limited for a further 12 month period from 1st May 2026.



Report for councillors: Cemeteries Update Report

Issued to: Assets and Amenities Committee - 17th February 2026

1. Purpose of Report

To give an update on the 3 cemeteries at Highbridge, Brent Road and Westfield Road.

Burials

January 2026

	Number of Burials	Number of Ashes
Burnham		
Brent Road	1	2
Highbridge		

February 2026 (as of 6.2.26)

	Number of Burials	Number of Ashes
Burnham		
Brent Road	3	
Highbridge		1

Highbridge Cemetery Wall

A section of the cemetery wall has been identified as needing repair. Three companies have inspected the site and we are awaiting their quotes.

Brent Road Footpaths

The tender for the replacement of the footpaths was advertised on 22nd January, with a closing date of Midday on 19th February 2026. Several companies have expressed an interest and visited the site.

Pumps at Brent Road

One of the pumps had to be replaced before Christmas and whilst being serviced, several other issues were identified with the system, which will be rectified shortly once quotes have been received. The unexpected cost will mean the pumps budget will be significantly overspent and a report will be provided to Council to approve the overspend.



Report for councillors: Brent Road Cemetery Extension Survey

Issued to: Assets and Amenities Committee - 17th February 2026

1. Purpose of Report

To update the Committee on the projected remaining burial capacity at Brent Road Cemetery and for the committee to consider quotations to commence the necessary technical assessments required to explore options for a future cemetery extension.

2. Background

Brent Road Cemetery continues to experience steady demand for new burials. Based on current requirements and remaining plot availability, the cemetery is expected to reach full capacity within approximately 2–3 years.

Early assessment ensures that any extension proposal is supported by robust environmental evidence and meets all regulatory requirements before progressing to planning or design stages.

3. Financial Implications

Before any extension or new burial land can be considered, the Town Council must undertake a staged risk-assessment process in line with Environment Agency guidance and public health regulations. This ensures that any future burial land is suitable, compliant, and defensible.

Due to the high risk in this area, both Tier 1 and Tier 2 surveys are required.

Tier 1 – Preliminary Risk Assessment (PRA)

A desk-based and initial ground assessment to identify potential environmental and geological constraints, including:

- Trial pits to determine groundwater depth
- Groundwater sensitivity
- Utility search
- Proximity to watercourses, drains, and private wells
- Historic land use and contamination risks
- Soil permeability and suitability for safe decomposition

The PRA will confirm whether the land is potentially suitable and define the scope of the Tier 2 intrusive investigation.

Tier 2 – Intrusive Site Investigation

Following a satisfactory Tier 1 outcome, Tier 2 involves physical testing and sampling to confirm ground conditions and environmental risks:

- Boreholes to determine groundwater levels and seasonal variation

- Assessment of excavation stability and potential for water ingress
- Soil sampling for contamination screening
- Groundwater sampling (if encountered)
- Detailed interpretation of ground conditions
- Assessment of compliance with Environment Agency cemetery guidance

Three quotations have been requested for the required work.

Supplier	Tier 1 Cost	Tier 2 Cost	Total Exc VAT
Quote 1	£3,235	£2,080	£5,315
Quote 2	£3,395	£3,480	£6,875
Quote 3	£3,400	£4,000	£7,400

4. Recommendation

That the Assets and Amenities Committee agree to proceed with the required surveys, selecting their preferred quote and recommend to Town Council that the Cemeteries Extension Earmarked Reserve be released to fund the works.



Report for councillors: Public Conveniences Update Report

Issued to: Assets and Amenities Committee - 17th February 2026

1. Purpose of Report

To give an update on the four public conveniences sites managed by the Town Council.

2. Complaints

The following complaints were reported to Danfo in 1st December 25 – 24th January 26

Month	Number of complaints	Issues
December	1	Apex toilets being closed after Christmas*
January	1	Person unable to open door at Oxford Street (see below)

* The Apex toilets were closed from Midday on 27th December and re-opened on Tuesday 30th December due to a significant blockage in the sewer system. The drains were jetted.

The Estates Team are monitoring the cleanliness and visiting all sites on a regular basis. The Town Clerk raises any concerns with Danfo.

3. Repairs

On 9th January a person was unable to open the door of one of the toilets in Oxford Street and the fire brigade were called and the lock was broken. The door was repaired at the end of January.

Several repairs have been undertaken on the esplanade toilets, including 3 pipes and 2 flush buttons, a tap, repairs to a lock and unblocking of toilets.

There were fewer vandalism incidents over this period.

4. Cleaning Contract

Danfo are producing a monthly report which is being reviewed by the Town Clerk. The report details each time the cleaner arrives and leaves a site, any issues e.g. blocked toilet, vandalism etc. Meetings with the Cleaning Manager take place as required.

The air fresheners were installed in the esplanade toilets mid-January.

On one occasion in January, the shutters could not be closed on the apex toilets as a person refused to leave the disabled toilet. Cleaner stayed on site for over half an hour.

Deep cleans have been undertaken at all sites.

Proposal to Improve Toilet Facilities for Families in Burnham and Highbridge

Introduction

Access to suitable toilet facilities is essential for everyone, especially for families with young children. In Burnham and Highbridge, there have been concerns raised regarding the difficulties faced by adults with children, particularly those using pushchairs, in accessing toilets safely and conveniently.

Current Situation

It has come to my attention that people with young children experience challenges when trying to use public toilets in the town. In particular, manoeuvring a pushchair into the toilets can be difficult and sometimes unsafe. After discussing this matter with the Town Clerk, I learned that young families are permitted to use the disabled toilets. However, to do so, they must apply for a special key.

Proposal for Improvement

To address these concerns and improve access for families, I have identified three main areas for action:

1. Increase public awareness that young families are allowed to use the disabled toilets. Clear instructions should be provided on how to apply for a key so families know the process.
2. Explore the possibility of creating a dedicated family stall within the block of toilets on the esplanade. These facilities are especially important during the warmer months, when the esplanade is heavily used by families.
3. Ensure that all future plans for toilets in Highbridge and Burnham include provisions to meet the needs of families, so this issue does not persist.

Conclusion

By taking these steps, we can make public toilet facilities more accessible and family-friendly, supporting the needs of residents and visitors alike.

Cllr Lesley Millard



Report for councillors:

Estates Team General Update Report

Issued to:

**Assets and Amenities Committee - 17th
February 2026**

1. Estates Team

The Estates Manager left the Council in mid-January. The team is currently being line managed by the Town Clerk with the assistance of an interim Supervisor (internal post). Recruitment for the vacant post will take place shortly.

2. Floral Displays

Some further plants were purchased to enhance the Esplanade flower beds which were planted on 2nd February by the Growing Group.

The order has now been placed for the hanging baskets and summer plants for the towns.

3. Tree and Hedge works

The team have been focusing on undertaking all the tree and hedge maintenance at the cemeteries, before nesting season.

4. Speed Indicator Devices (SIDS)

Several members of the team have undertaken the highway training for installing the SIDs and permissions have now been granted by Somerset Council. The SIDS are now being rotated in the locations allowed.

5. Community Litter Pick

The Estates Team joined Councillors and 9 residents on Friday 20th January to undertake a very successful litter pick in Highbridge and Burnham-on-Sea, where 17 bags of litter were collected. The next litter pick will be organised to coincide with the Keep Britain Tidy Great British Spring Clean in March.



Report for councillors: **Request to use Apex Park Office for Community Clothing**

Issued to: **Assets & Amenities Committee - 17th February 2026**

1. Purpose of Report

To consider allowing Rescued Recycled Reused to use the Apex Office for the Community Clothing Bank.

2. Background

The Town Council has been approached by the co-founders of Rescued Recycled Reused, a voluntary setup that has run the Community Clothing Bank for the communities of Burnham & Highbridge and the surrounding area for the past two years.

The volunteers work alongside social services, micro-providers, village agents etc., to prevent clothing going to landfill and to provide good, clean clothing to people from all walks of life, working or not, who are struggling with the cost of living and living below the poverty line. The Community Clothing Bank is run entirely on a no money basis and operates using clothing donations. Everything is absolutely free for everyone, no money, no vouchers or referrals needed, people can just turn up for what they need.

The Community Clothing Bank is currently homed within the Waffle Hub Café, but the opening hours are restricted by this and would ideally like to open in the early evening to accommodate everyone. Therefore, they are seeking a new space.

The Community Clothing Bank require a small storage space for 2 rails and stackable clothing boxes from week to week.

The Town Council were approached to see if a space was available, as they would prefer to stay in the local area, although they have been approached to move to Weston-Super-Mare or Bridgwater.

There is an office space within the building at Apex Park which has sufficient space available and could be used for this service. Currently the room is used by the Park Run on a Saturday morning and for ad-hoc meetings of the Friends of Apex Park.

The Community Clothing Bank would require the room from 8am-8pm on a Wednesday and maybe occasionally at other times, that would be booked through the Town Clerk. This would not interfere with the other user groups.

3. Financial implications

The group do not have funds to pay for the space. There would be minimal cost to the Council for electricity usage.

4. Recommendation

That the Committee agrees to the Community Clothing Bank using the Apex Park Office on Wednesdays, and ad-hoc as agreed with the Town Clerk, at no cost. Two months' notice would be given if the space is needed for other activities.