

**Minutes of a meeting of the Finance and Governance Committee
held on 9th February 2026 in the Council Chamber, The Old
Courthouse, Jaycroft Road, Burnham-on-Sea at 7 pm**

Present: Councillors G. Gudka (Chair), P. Clayton, R. Keen, A. Matthews, P. Mills, K. Pearce, C. Searing, B. Vickers

In attendance: E. Dutton (Deputy Town Clerk), N. Brookes (RFO) and six members of the public.

Public Participation:

Representatives from organisations applying for grants would be given the opportunity to answer questions when the applications are discussed.

472.0 F25 To receive apologies for absence

Apologies were received from the Town Clerk.

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

There were no declarations of interests.

474.0 F25 To receive and approve the minutes of the Finance and Governance Committee meeting held on 12th January 2026

The minutes of the previous meeting of the Finance and Governance Committee, held on 12th January 2026, were presented by the Chairman.

Resolved that the minutes of the meeting held on 12th January 2026 were approved as an accurate record and signed by the Chairman.

475.0 F25 Matters arising from previous minutes

There were no matters arising.

476.0 F25 To receive the Chairs report

There were no items to be raised.

477.0 F25 To receive the list of payments up to 30th January 2026

A query was raised and answered.

The list of payments attached to these minutes were noted.



478.0 F25 To note the income and expenditure and earmarked reserves reports up to December 2025

The payments were noted.

479.0 F25 To receive an update on aged debtors

Accounts with overdue invoices have been contacted and advised payment is required as soon as possible.

A form was completed in December in relation to the outstanding debtor from 2024/25 and this is being pursued as previously agreed.

480.0 F25 To receive verbal update from the Responsible Finance Officer

The draw down of funds, approved at the previous meeting, had been received from the CCLA on the 14th January.

The VAT return for the quarter ending on the 31st December 2025 has been submitted and a refund of £13,718.97 has been received.

The 2026/27 precept request has been submitted within the required deadline.

481.0 F25 To receive CCTV update and to review updated Service Level Agreement for 2026/27

A discussion took place and queries were raised.

Resolved to defer this item until the next meeting to allow the Town Clerk to follow up on the queries raised and bring the matter back for further consideration.

482.0 F25 To consider applications for the Shop Fronts Grants Scheme

Three additional applications for the shop front grant were received after the published deadline and therefore have not been presented for consideration.

Members were advised that the grant requests totalled £21,856.49 and the current balance available for the Shop Front Grants is £9,900.

482.1 Barber Jack's - £1,620

Resolved a grant of £1,500 is awarded towards the cost of installing PVC cladding.

482.2 Beauty Oasis Spa - £1,935

Resolved a grant of £750 is awarded towards painting the shop front and re-tile the doorsteps.



482.3 Black Rock Vets - £1,800

Resolved a grant of £750 is awarded towards painting shop front, balcony railing and repainting parking lines.

482.4 Café Beans - £2,000

Resolved a grant of £1,500 is awarded towards the purchase of new shop front doors.

482.5 Central Hair Studios - £2,000

Resolved a grant of £2,000 is awarded for the rendering and painting to the front and side of the building.

482.6 CJ Hole - £1,710

Resolved a grant of £500 is awarded towards the repair of shop front facias and woodwork.

482.7 May's Café - £2,000

Resolved this application is disqualified due to the works have already taken place.

482.8 Palm Beach - £1,592.89

Resolved this grant application was rejected as the proposed works were deemed not essential in comparison with the needs demonstrated by other applicants.

482.9 Prim n Proper - £1,668.60

Resolved a grant of £1,000 is awarded towards the cost of new signage.

482.10 Regency Residential - £2,000

Resolved a grant of £300 is awarded towards the cost of refurbishing the façade and restoring the windows including new frames and painting.

482.11 The Chatterbox - £1,824.50

Resolved a grant of £1,500 is awarded towards the cost of a new seating area.

482.12 The Esplanade Fish Bar - £1,705.50

Resolved this grant application was rejected as the proposed works were deemed not essential in comparison with the needs demonstrated by other applicants.

(4 members of the public left at this point)



483.0 F25 To review the Grant Awards Policy and Procedures

A discussion took place regarding suggested amendments.

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

484.0 F25 Date of next meeting

The next meeting of the Finance & Governance Committee is scheduled for 23rd March 2026 at 7 pm.

DATE OF INVOICE	SUPPLIER	INVOICE NUMBER	DESCRIPTION	NET	VAT	GROSS	
07/01/2026	OMS	SI-107703	Alarm call outs	£180.00	£36.00	£216.00	paid 21/01/26
09/01/2026	Green Machine	44532	cleaning Princess - Jan 2025	£393.11	£78.62	£471.73	paid 21/01/26
12/01/2026	Bravo	1376	wall mounted amplifier	£344.00	£68.80	£412.80	paid 21/01/26
14/01/2026	Tazia Fawley	14.01.26	arts sales			£866.40	paid 21/01/26
04/11/2025	Teleshore	48882	shoring panels service & maintenance	£622.95	£124.59	£747.54	
01/01/2026	Microshade	260100418890	IT support	£905.20	£181.04	£1,086.24	
12/01/2026	Proper Job	Z0009T02-671387	Maintenance items	£12.12	£2.43	£14.55	
12/01/2026	Robson Electrics	93065	pump fitting costs	£513.23	£102.65	£615.88	
14/01/2026	ITEC	1169724	photocopier services	£36.95	£7.39	£44.34	
15/01/2026	Screwfix	2009994665	small tools Estates	£98.22	£19.65	£117.87	
15/01/2026	Living Spit	160	Beauty & The Beast settlement			£762.30	
15/01/2026	Robson Electrics	93073	defibrillator installation The Old Courthouse	£214.28	£42.86	£257.14	
15/01/2026	Purnells	131540	advertising posters - Princess Theatre			£38.95	
16/01/2026	Business Waste	P1927317	waste collection - Cemeteries	£9.43	£1.89	£11.32	
16/01/2026	Loyal Company of Town Criers	0081	Town Crier membership 2026			£35.00	
16/01/2026	Spot On Supplies	31688359	cleaning products - Princess	£92.43	£18.49	£110.92	
20/01/2026	Taunton Towing Tuition	1022	vehicle towing tuition - PP			£125.00	
20/01/2026	Ball Fire Protection Ltd	29257	H&S fire equipment check- Princess	£254.40	£50.88	£305.28	
20/01/2026	Proper Job	Z0018T03-467172	Compost	£9.49	£1.90	£11.39	
21/01/2026	Screwfix	2010142167	Maintenance items	£11.66	£2.33	£13.99	
22/01/2026	Somerset Council	32012718	By-election July 2025			£6,724.13	
22/01/2026	JR Foods Services	478124	ice-creams & water - PT	£386.64	£77.32	£463.96	
23/01/2026	Bridgwater Mowers	102481	Stihl Strimmer FS94RC-E	£329.17	£65.83	£395.00	
23/01/2026	Bridgwater Mowers	102471	service mower 1	£237.50	£47.50	£285.00	
23/01/2026	Bridgwater Mowers	102470	service mower 2	£171.04	£34.20	£205.24	
23/01/2026	Bridgwater Mowers	102469	service mower 3	£167.28	£33.46	£200.74	
23/01/2026	Bridgwater Mowers	102468	service mower 4	£211.34	£42.27	£253.61	
23/01/2026	Bridgwater Mowers	102474	faulty Stiga lawnmower check	£33.00	£6.60	£39.60	
23/01/2026	Bridgwater Mowers	102477	Cobra Wood Chipper COCHIP700L	£779.17	£155.83	£935.00	
24/01/2026	Business Waste	P1930241	waste collection - Cemeteries	£2.99	£0.60	£3.59	

