Minutes of a meeting of the Town Council held on 21st September 2026 in the Council Chamber, The Old Courthouse, Jaycroft Road, Burnham-on-Sea at 7 pm

Present: Councillors Facey (Chair), R. Baker, P. Clayton, J. Flurry, G. Gudka, A. Hendry, R. Keen, A. Matthews, L. Millard, P. Mills, M. Murphy, K. Pearce, S. Perry, C. Searing, N. Tolley, B. Vickers, P. Wynn
In attendance: E. Dutton (Deputy Town Clerk) and 12 members of the public

Public Participation:

A Member of the public raised concerns regarding the proposed on-street car parking charges, including the introduction of Sunday charges, stating that these would negatively impact visitors, residents, and local traders.

The Mayor thanked the resident for attending and for raising their concerns.

Two members of the public spoke regarding ongoing anti-social behaviour in Pier Street Car Park.

The Mayor apologised that residents had needed to return again on this matter and advised that there was no update, as Somerset Council had not yet responded to the Town Council. He confirmed that the Council would attempt to contact Somerset Council again.

A further member of the public raised concerns that ten lights on South Esplanade are not working, and that there are potholes along the length of the seafront requiring repair.

The Mayor reported that he, the Town Clerk, and Cllr Perry had met with two Somerset Council representatives and walked the Esplanade to discuss the non-functioning lamps. Somerset Council subsequently provided contractor details and advised the Town Council to contact them directly. The Mayor noted that the Council had been chasing this matter since. Cllr Perry confirmed she would personally follow this up.

784.0.T26 Apologies for absence

Apologies were received from the Town Clerk.

785.0.T26 To receive any declarations of interest on items included on this agenda

There were no declarations of interest.

Signed by Chair…….. Date……

(2 members of the public left the meeting at this juncture).

786.0.T26 Appointment of the Mayor's Cadet for the ensuing year

The Mayor welcomed Able Cadet Grace Fear who had been nominated by her Commanding Officer to serve as Mayors Cadet for the ensuring Civic year. Able Cadet Fear will accompany the Mayor at Civic events as required.

A Mayor's Cadet badge was presented.

(4 members of the public left the meeting at this juncture).

787.0.T26 Somerset Bus Franchising Proposal Presentation

A representative from Somerset Bus attended to present an overview of Somerset Council's developing bus franchising proposal. The presentation covered the background to the Council's DfT-funded pre-feasibility assessment, the potential shift from the current Enhanced Partnership model to a franchised system, and the phased approach being explored for future network improvements. Members asked questions and these were answered by the representative.

(1 members of the public left the meeting at this juncture).

788.0.T26 To receive and approve the minutes of the Town Council meeting held 10th August 2026

The minutes of the previous meeting of the Town Council, held on 10th August 2026, were presented by the Mayor.

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

789.0.T26 Matters arising from previous minutes

There were no issues raised.

790.0.T26 To receive Mayor's report

The Mayor's report had been circulated with the agenda.

791.0.T26 To receive report from the Police

PCSO Dunbar provided a verbal update and informed the Council that 500 calls had been received regarding incidents in Burnham-on-Sea and Highbridge over the last three months comprising:

- 149 – Public Order
- 86 – Crime related
- 63 – Harassment
- 55 – Anti-Social Behaviour Personal

Signed by Chair…….. Date……

- 35 – Continuation of a previous offence
- 29 – Malicious Communications
- 17 – Assault
- 12 – Other Offences
- 9 – Domestic incidents
- 45 - Others

PCSO Dunbar spoke regarding the anti-social behaviour in Pier Street Car Park, explaining that they had requested increased CCTV monitoring from Somerset Council and asked that incidents continue to be reported to the Police. They also advised that an unmarked Police vehicle had been driven through the car park regularly, which had resulted in one arrest.

Councillors thanked the Police Officers for attending.

(2 Police Officers left the meeting at this juncture.)

792.0.T26 To receive any reports from Somerset Councillors

No questions were raised.

793.0.T26 To receive minutes of previous committee meetings

Planning Committee – 10th August, 25th August and 7th September

No questions were raised.

Assets & Amenities Committee – 25th August

No questions were raised.

Finance & Governance Committee – 7th September

No questions were raised.

794.0.T26 To receive list of payments up to 8th September 2026

The attached list of payments was received and noted. No queries were raised.

795.0.T26 To receive Town Council Accounts for month of August 2026

A couple of questions were raised and the Deputy Clerk advised that she would look into these matters and respond accordingly.

The accounts for August 2026 were received and noted.

796.0.T26 To approve the bank reconciliation for August 2026

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

Signed by Chair…….. Date……

797.0.T26 To receive reports from town councillor representatives appointed to outside bodies

Written reports from Town Council representatives on outside bodies were circulated with the agenda.

798.0.T26 To consider response to correspondence received

798.1 To consider request to support the first draft of the Somerset Bus Franchising Proposal (May 2026)

Resolved that the Town Council would write a letter to Somerset Council in support of the Somerset Bus Franchising Proposal.

798.2 To consider a request from Burnham Chamber of Trade for £5,011 to cover costs of 2026 Burnham-on-Sea Christmas lights switch on event

Resolved that the request for £5,011 towards the costs of the event is approved.

798.3 To consider a request from Our Highbridge for £3,153 to cover costs of 2026 Highbridge Christmas lights switch on event

Resolved that the request for £3,153 towards the costs of the event is approved.

799.0.T26 To review and adopt the Employer Personal Data Retention Policy to comply with Peninsula Pensions new Personal Data Retention Policy requirements

Resolved that the Employer Personal Data Retention Policy is adopted.

800.0.T26 To approve request to release £5,869.50 of earmarked funds for "You Are Here" boards

Resolved that the £5,869.50 is released from earmarked reserves for costs associated with "You Are Here" boards.

801.0.T26 To ratify the response submitted to the Government Consultation "Permitted Development Rights: Schools, Assets of Community Value, Defence and Conservation"

The response was circulated to members for comments, before being submitted.

Resolved that the response be approved.

802.0.T26 To ratify the response submitted to the Somerset Local Plan Scoping Consultation 2026

The response was circulated to members for comments, before being submitted.

Resolved that the response be approved.

Signed by Chair…….. Date……

803.0.T26 To review and adopt the Appropriate Policy Document

Resolved that the updated Appropriate Policy Document is adopted.

804.0.T26 Date of next meeting

Resolved: The next meeting of the Town Council will be held on 2nd November 2026 at 7 pm

805.0.T26 To resolve to exclude members of the press and public as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted Public Bodies (Admission to Meetings) Act 1960

806.0.T26 To receive a verbal report regarding staffing matters

The Committee received a verbal update on staffing matters, including confirmation that the recent vacant positions have now been filled and induction arrangements are underway. Members noted the update and that no further action was required.

Signed by Chair…….. Date……

DATE OF INVOICE	SUPPLIER	INVOICE NUMBER	DESCRIPTION	NET	VAT	GROSS	
06/08/2026	V Jones	6653	repairs to kitchen sink - Princess			£50.00	paid 09/09/26
24/08/2026	OMS	SI-108372	alarm call out services 26-27	£853.00	£170.60	£1,023.60	paid 09/09/26
26/08/2026	Proper Job	Z0009T03-1712143	painting supplies	£5.19	£1.05	£6.24	paid 09/09/26
27/08/2026	Proper Job	Z0018T03-502456	PSE single	£9.97	£2.00	£11.97	paid 09/09/26
28/08/2026	Arien Signs	SI-1151	You are Here boards	£2,017.50	£403.50	£2,421.00	paid 09/09/26
31/08/2026	Biffa	308C121139	waste collection - Princess	£136.45	£27.29	£163.74	paid 09/09/26
01/09/2026	Les Locksmith	01.09.26	fixing locked door - TC			£216.00	paid 09/09/26
01/09/2026	Green Machine	INV-1970	cleaning - PT	£408.11	£81.62	£489.73	paid 09/09/26
14/05/2026	Pearces Gardening & Churchyard Services	8	burial May 2026			£250.00	
14/07/2026	James Hallam	558472583	Addition machinery insurance			£567.17	
03/06/2026	Pearces Gardening & Churchyard Services	9	burial June 2026			£250.00	
18/06/2026	Taylor Plant	INV-8840	10% retention fee - carpark works	£2,052.80	£410.56	£2,463.36	
26/06/2026	Pearces Gardening & Churchyard Services	10	burial June 2026			£250.00	
04/08/2026	Pearces Gardening & Churchyard Services	11	burial August 2026			£250.00	
06/08/2026	Proper Job	Z0009T03-1706258	Grip All glue	£1.66	£0.33	£1.99	
10/08/2026	Proper Job	Z0009T03-1707514	dust sheets	£13.30	£2.67	£15.97	
31/08/2026	Danfo	INV-1269	cleaning Pcons	£3,433.01	£686.60	£4,119.61	
31/08/2026	Business Waste	P2160910	waste collection - Cemeteries	£1.40	£0.28	£1.68	
31/08/2026	Business Waste	P2161746	waste collection - cemeteries & TC	£4.20	£0.84	£5.04	
31/08/2026	Business Waste	P2178025	waste collection - Cemeteries	£9.60	£1.92	£11.52	
31/08/2026	J Middleton	01518	Creative Writing settlement			£60.00	
01/09/2026	Business Waste	P2167073	waste collection - Cemeteries	£43.12	£8.62	£51.74	
01/09/2026	Business Waste	P2167074	waste collection - cemeteries & TC	£115.52	£23.10	£138.62	
01/09/2026	Somerset Web Services Ltd	SWS119923	domain name - TC	£60.00	£12.00	£72.00	
03/09/2026	Iris	INV-ISL-1569047	payroll August 2026	£110.46	£22.09	£132.55	
03/09/2026	Vincent Tractors	197605	Kubota Minidigger	£19,700.00	£3,940.00	£23,640.00	
07/09/2026	Conn Artsists Theatre Company Ltd	JE001	Jane Eyre show settlement			£1,858.39	
07/09/2026	Margaret Riordan	07.09.26	arts sales			£40.28	
07/09/2026	Amazon	GB626HGCABEY	computer mouse & pad	£19.95	£3.99	£23.94	
07/09/2026	Amazon	GB6000ETCBECLI	office chair & headset - PA	£73.32	£14.66	£87.98	

08/09/2026	Audience Systems	OP/0051583	tiered seating inspection for theatre	£772.40	£154.48	£926.88
08/09/2026	OMS	SI-108427	alarm callout x 4	£240.00	£48.00	£288.00
	Owen & Watts		Shop Front HB grants 2026-27			£1,602.00
						£41,491.00