Minutes of a meeting of the Assets & Amenities Committee held on 6th October 2026 in the Council Chamber, The Old Courthouse, Jaycroft Road, Burnham-on-Sea at 7 pm

Present: Councillors P. Clayton (Chair), A. Hendry, L Millard, P. Mills, S. Perry, C. Searing, B. Vickers

In attendance: E. Dutton (Deputy Clerk), J. Hook (Theatre Manager), S. Francis (Estates Manager) and five members of the public

Public Participation: A member of the public spoke regarding parking issues in the street where they live, explaining that it is regularly used by people working nearby and that residents struggle to park. They asked whether the Town Council could support the introduction of parking permits.

The Chair advised the member of the public to contact their ward councillors directly to explore whether the matter could be taken forward to the appropriate committee for consideration.

211.A26 Apologies for absence

Apologies were received from the Town Clerk.

212.A26 To receive any declarations of interest on items included on this agenda

There were no declarations of interests.

213.A26 To receive and approve the minutes of the Assets & Amenities meeting held on 25th August 2026

The minutes of the previous meeting of the Assets & Amenities Committee meeting held on 25th August 2026, were presented by the Chair.

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

214.A26 Matters arising from previous minutes

There were no matters arising.

215.A26 To note the most recent committee income and expenditure report

No queries were raised and the report was noted.

Signed by Chair…….. Date……

Burnham-on-Sea & Highbridge TOWN COUNCIL

216.A26 Princess Theatre

216.1 To receive Theatre Manager's update report

The Theatre Manager reported that the recent comedy show had almost sold out, with only three seats remaining. A marketing report indicated that 91% of attendees were new users. During the quieter summer period, improvements were made to the auditorium, including a new sound facility and a stage extension to accommodate larger performances. The Theatre Manager thanked the volunteers for their support, the Theatre staff for their work, and the Estates Team for undertaking painting within the Theatre.

An open day is being planned for the New Year, during which the Committee will be invited to view the improvements.

The Theatre Manager's report was noted.

216.2 To consider the proposed fees and charges for the Princess Theatre & Arts Centre for 2027/28 and make a recommendation to Finance & Governance Committee

Resolved that the Committee recommends the proposed fees and charges to the Finance & Governance Committee for approval.

216.3 To consider the report on hosting a Community Breakfast at The Princess Theatre & Arts Centre

Resolved that the Committee agrees to hosting a Community Breakfast at The Princess Theatre.

Cllr Hendry asked whether the Town Council could fund the breakfast. The Theatre Manager advised that they would look into it.

217.A26 Cemeteries

217.1 To receive cemeteries update report

The cemeteries report was noted.

217.2 To consider the proposed fees and charges for the Cemeteries for 2027/28 and make a recommendation to Finance & Governance Committee

Resolved that the Committee recommends the proposed fees and charges to the Finance & Governance Committee for approval.

DRAFT

Signed by Chair…….. Date……

Burnham-on-Sea & Highbridge TOWN COUNCIL

218.A26 Allotments

218.1 To consider the proposed fees and charges for the Allotments for 2027/28 and make a recommendation to Finance & Governance Committee

Resolved that the Committee recommends the proposed fees and charges to the Finance & Governance Committee for approval.

219.A26 Public Conveniences

219.1 To receive public conveniences update report

The public conveniences update report was noted.

219.2 To consider the family friendly toilets report

Resolved that the Committee agree to accept quote 2 at a cost of £7,619.00.

220.A26 To receive the Estate Manager's general update report

The Estates Manager introduced himself and presented the general update report. Cllr Perry asked questions regarding the floral displays and requested that a report on the flowerbeds for the next growing season be brought to a future Assets & Amenities Committee meeting.

The report was noted.

221.A26 To receive the speed indicator device's report

The report was noted.

222.A26 To consider report on installation of a second dog waste bin at Allandale Road

Resolved that the Committee agree to the installation of a second dog bin at Allandale Road, with no further costs to the Town Council.

223.A26 To consider the proposed fees and charges for the Signal Box and Room Hire Fees for 2027/28 and make a recommendation to Finance & Governance Committee

Resolved that the Committee recommends the proposed fees and charges to the Finance & Governance Committee for approval.

224.A26 Date of next meeting

The date of the next meeting of the Assets and Amenities Committee will be held on 8th December 2026 at 7pm.

DRAFT

Signed by Chair…….. Date……