Burnham-on-Sea & Highbridge TOWN COUNCIL

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

26th October 2026

To: All Members of the Town Council

**YOU ARE HEREBY SUMMONED TO ATTEND** a meeting of the **TOWN COUNCIL** to be held on **2nd November 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.

Please note that vehicular access is now via Mendip Way, TA8 1GA.

what3words: **///dimension.reworked.loved**

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)

Burnham-on-Sea & Highbridge TOWN COUNCIL

**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
# 2nd November 2026

**807.0.T26** **Apologies for absence**

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

**809.0.T26** **To receive and approve the minutes of the Town Council meeting held on 21st September 2026**

**810.0.T26** **Matters arising from previous minutes**

**811.0.T26** **To receive the Mayor's report**

**812.0.T26** **To receive report from the Police**

**813.0.T26** **To receive any reports from Somerset Councillors**

To receive the written report of the Somerset Ward Councillors

**814.0.T26** **To receive minutes of previous committee meetings**

*Draft minutes have been circulated by email & added to the website*

Planning Committee - 21st September, 6th October and 19th October

Assets & Amenities Committee - 6th October

Finance & Governance Committee - 19th October

**815.0.T26** **To receive list of payments up to 23rd October 2026**

**816.0.T26** **To receive Town Council Accounts for month of September**

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

To receive written reports from Town Council representatives on outside bodies

Burnham-on-Sea & Highbridge TOWN COUNCIL

**818.0.T26** **To receive Highbridge Regeneration Working Group update and recommendations on the following reports:**

**818.1** **Proposal for a signal controlled pedestrian crossing on Mark Road, Highbridge**

**818.2** **Report on Section 106 monies following the Isleport Grove residents' consultation**

**819.0.T26** **To consider response to correspondence received**

**819.1.T26** **To consider a response to the Devon and Somerset Fire and Rescue Service Consultation on the draft Community Risk Management Plan**

**Community Risk Management Plan 2027-2032 | Devon and Somerset Fire and Rescue Service**

**819.2.T26** **To consider supporting Weymouth Town Council's re-submission of an amended Dependants' Carers' Allowance proposal to the Government**

**819.3.T26** **To appoint two members as nominative trustees to the Henry Rogers (Burnham) Charity**

**820.0T26** **To note the conclusion of audit and sections 1, 2 & 3 of Annual Accountability Return**

**821.0.T26** **To consider Trees Outside Woodland Project report**

**822.0.T26** **To receive feedback from the showing of the People's Emergency Briefing Film and to agree any actions**

**823.0.T26** **To receive quarterly update on actions following adoption of the Biodiversity Policy**

**824.0.T26** **To appoint a new member to the BAY Club as an outside body representative**

**825.0.T26** **To review the updated Strategic Plan**

**826.0.T26** **To consider appointing a Task and Finish Group to consider the Better BoS project proposals for further development**

**827.0.T26** **Date of next meeting**

The next meeting of the Town Council is scheduled for 14th December 2026 at 7 pm.

Burnham-on-Sea & Highbridge TOWN COUNCIL

# 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……

Burnham-on-Sea & Highbridge TOWN COUNCIL

**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.

**798.0T.26 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.

DRAFT



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 |

**Mayor's Report**

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

- 19th September - 10 year anniversary celebrations of Friends of Burnham Beach held at Burnham-on-Sea Motor Boat and Sailing Club, and what a good job they have done over the years, clearing huge amounts of rubbish from our area of the coast.
- 23rd September - the installation of Reverend Luck Maguire as the new Vicar at St John the Evangelist Church was held at the Church in Highbridge. It was a lovely service and it was nice to be a part of his welcome to the parish.
- 25th September - the Community Breakfast at Haven Holiday Village. It is good to see how all the different agencies are working together.
- 27th September - a wonderful service at St Andrew's Church in Burnham-on-Sea to celebrate the 200th anniversary of the arrival of the Grinling Gibbons Angels arriving at the church.
- 1st October - the Sea Cadets held a most excellent Royal Naval Parade at the Sea Cadet Hall on Cassis Close.
- 10th October - Opening of re-furbished Methodist Church Hall, which looks great. It was busy in there with a market taking place as well.
- 12th October - I was pleased to attend the Sea Cadets AGM.
- 14th October - BARB AGM held at the Berrow and Burnham Golf Club. It was a great opportunity to thank all the marvellous volunteers for working with BARB.
- 15th October - I went to the Anniversary of the dementia friendly "Third Thursday of the month" service at St Andrews. A delightful service and a pleasure to attend along with Bishop Fiona.
- 21st October - I was invited to be a guest at the 100th birthday celebration of Louisa Janasek in Brent Knoll, what a wonderful afternoon it was.
- 24th October - I was honoured to be at the launch of this year's Poppy Appeal at the British Legion in Burnham-on-Sea and wish all the collection team lots of luck with their fundraising.

- 21st September - the Deputy Mayor, Cllr Paul Wynn, attended a charity screening of “The Intern” at the Ritz Cinema. This was a fundraiser for the Friends of Burnham Memorial Hospital.
- 26th September - the Deputy Mayor, Cllr Paul Wynn, also attended the wonderful Blackberry Carnival at Axbridge.

# Town Council Crime & ASB Update – Summary Report for August 2026

## Overview of Crime Data

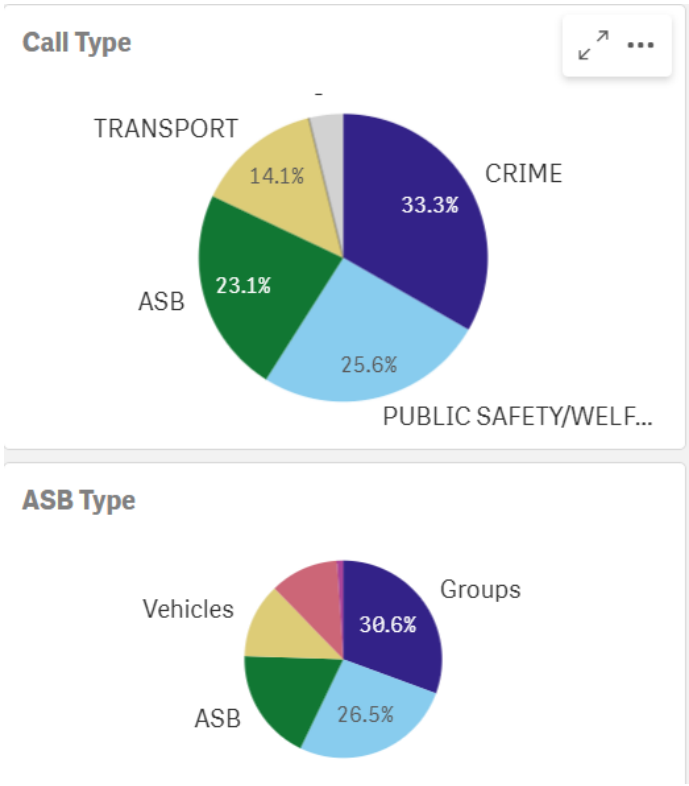
| Category | Crimes recorded |
|---|---|
| Anti-social behaviour | 44 |
| Burglary | 6 |
| Criminal damage arson | 12 |
| Other theft | 10 |
| Possession of weapons | 2 |
| Public order | 12 |
| Robbery | 4 |
| Shoplifting | 33 |
| Theft from the person | 1 |
| Vehicle crime | 7 |
| Violent crime | 133 |
| Other crime | 6 |

The latest crime figures show that Violence Against the Person (VAP) remains the largest crime category, with 133 recorded offences. While this number is notable, further analysis confirms that most VAP incidents occurred within domestic settings, with very low levels of violence taking place in public spaces.

This continues to reflect the broader trend in the area of private-space conflict rather than community-based violence.

Harassment offences remain a feature within VAP and can include behaviours sometimes perceived as ASB, such as repeated door knocking, when they meet the legal threshold for harassment.

Anti-Social Behaviour (ASB)




A review of recent ASB incidents indicates that neighbour disputes account for the largest proportion of ASB calls.

Other addresses that are causing ASB due to behaviour of visitors are currently having interventions put in place so this should reduce ASB for the community.

Street-based ASB reports remain comparatively lower, and there is no indication of widespread disorder or public nuisance.

**TEAM NEWS**

The team covering Burnham and Highbridge:



## Jen Atkinson

**Neighbourhood Sergeant**



## Ashley Manhire

**Neighbourhood Constable**



## Craig Dunbar

**PCSO**

**School Link Officer for:**
Berrow Primary, Churchfield Church School, St Andrew's Primary, St Joseph's Primary, The King Alfred School, West Huntspill Primary



## Halle Foxhall

**Neighbourhood Constable**

Wider members of my beat team who often come to assist on the Burnham/Highbridge beat:



## Emily Cable

**Neighbourhood Constable**



## Millie Hale

**PCSO**



## Jeremy Pidgeon

**PCSO**

Burnham-on-Sea & Highbridge TOWN COUNCIL

# Minutes of a meeting of the Planning Committee held on 21st September 2026 in the Council Chamber, The Old Courthouse, Jaycroft Road, Burnham-on-Sea at 6.30 pm

**Present:** Councillors P. Clayton, J. Flurry, G. Gudka, A. Hendry (Chair), A. Matthews, L. Millard, C. Searing, B. Vickers

**In attendance:** E. Dutton (Deputy Town Clerk) and 2 members of the public

**Public Participation:** There were no representations made

**515.0.P26 Apologies for absence**

Apologies were received from Councillor Perry.

**516.0.P26 To receive any declarations of interest on items included on this agenda**

There were no declarations of interest.

**517.0.P26 To receive and approve the minutes of the Planning meeting held on 7th September 2026**

The minutes of the previous meeting of the Planning Committee, held on 7th September 2026, were presented by the Chair.

**Resolved** that the minutes of the meeting held on 7th September 2026 were approved as an accurate record and signed by the Chair.

**518.0.P26 Matters arising from previous minutes**

There were no matters arising.

**519.0.P26 To consider response to correspondence received**

519.1 To consider a request for a pedestrian crossing to be installed on the Esplanade

**Resolved** to write to Somerset Council in support of the request for a pedestrian crossing to be installed on the Esplanade.

**520.1.P26 Planning application number:** 11/26/00070/TTE

**Proposal:** Installation of defibrillator and bleed kit cabinet to external wall of Nationwide Building Society branch

**Location:** 83 High Street, Burnham-on-Sea

**Resolved** to support the application.



Signed by Chair…….. Date……

**521.0.P26 The following applications are to note only:**

11/26/00073 - The Bungalow, 4 Isleport Lane, Highbridge

Proposal: Certificate of lawfulness for the existing annexe known as The Bungalow has been used as a separate dwelling since 2006 in breach of condition 4 of planning permission 11/03/00077/STH

11/26/00078 - 201A Berrow Road, Burnham-on-Sea

Proposal: certificate of lawfulness for the proposed conversion of an existing garden room to form a garden studio and shower room

The applications were noted.

**522.0.P26 Date of next meeting**

The next meeting of the Planning Committee will be held on 6th October 2026



Signed by Chair…….. Date……

Burnham-on-Sea & Highbridge TOWN COUNCIL

# Minutes of a meeting of the Planning Committee held on 6th October 2026 in the Council Chamber, The Old Courthouse, Jaycroft Road, Burnham-on-Sea at 6.30 pm

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

**In attendance:** E. Dutton (Deputy Town Clerk) and three members of the public

**Public Participation:** There were no representations made

**523.0.P26 Apologies for absence**

Apologies were received from Councillors Gudka and Matthews.

**524.0.P26 To receive any declarations of interest on items included on this agenda**

There were no declarations of interest.

**525.0.P26 To receive and approve the minutes of the Planning meeting held on 21st September 2026**

The minutes of the previous meeting of the Planning Committee, held on 21st September 2026, were presented by the Chair.

**Resolved** that the minutes of the meeting held on 21st September 2026 were approved as an accurate record and signed by the Chair.

**526.0.P26 Matters arising from previous minutes**

There were no matters arising.

**527.0.P26 To consider response to correspondence received**

**527.1 To appoint members to review the Draft Somerset Heritage at Risk Register**

Members were invited to volunteer to review the Draft Somerset Heritage at Risk Register. No members wished to undertake the review. Cllr Perry suggested that the document be placed on the Town Council's website to enable the community to review and comment.

**528.1.P26 Planning application number:** 11/26/00068/LE

**Proposal:** Variation of Condition 2 of Planning Permission 11/25/00015 (change of use of first floor from restaurant/managers accommodation



Signed by Chair…….. Date……

to holiday let and 4no. bed house in multiple occupation (HMO)) to amend the approved plans listed in schedule A to include a dedicated rear access to first floor holiday flats

**Location:** 75 High Street, Burnham-on-Sea

**Resolved** to support the application, as the rear access door is required and appropriately located. The Committee also requests that the Local Planning Authority note the shortage of refuse storage and the incorrect reference to parking arrangements, given that no parking is provided.

**528.2.P26 Planning application number: 11/26/00079/LE**

**Proposal:** Proposed conversion of dwelling and detached garage/store to form 2no. dwellings

**Location:** 28 Rectory Drive, Burnham-on-Sea

**Resolved** to support this application as the site is of sufficient size, the proposal does not adversely affect neighbouring properties, and appropriate parking provision is included.

**529.0.P26 To consider an application Variation of Premises License at 33 High Street, Burnham-on-Sea**

**Resolved** to support this application.

**530.0.P26 The following applications are to note only:**

11/26/00072/TTE - 4 Isleport Lane, Highbridge
Proposal: certificate of lawfulness for the proposed change of use from a C3 dwelling house to a C4 HMO for up to 6 non-related residents.
The application was noted.

**531.0.P26 Date of next meeting**

The next meeting of the Planning Committee will be held on 19th October 2026.



Signed by Chair…….. Date……

Burnham-on-Sea & Highbridge TOWN COUNCIL

# Minutes of a meeting of the Planning Committee held on 19th October 2026 in the Council Chamber, The Old Courthouse, Jaycroft Road, Burnham-on-Sea at 6.30 pm

**Present:** Councillors P. Clayton, J. Flurry, G. Gudka, A. Hendry (Chair), A. Matthews, P. Mills, C. Searing, B. Vickers

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

**Public Participation:** There were no representations made

**532.0.P26** **Apologies for absence**

Apologies were received from Councillors Millard, Flurry and Perry.

**533.0.P26** **To receive any declarations of interest on items included on this agenda**

There were no declarations of interest.

**534.0.P26** **To receive and approve the minutes of the Planning meeting held on 6th October 2026**

The minutes of the previous meeting of the Planning Committee, held on 6th October 2026, were presented by the Chair.

**Resolved** that the minutes of the meeting held on 6th October 2026 were approved as an accurate record and signed by the Chair.

**535.0.P26** **Matters arising from previous minutes**

There were no matters arising.

**536.0.P26** **To consider response to correspondence received**

**536.1 To note correspondence from a resident regarding edge of town commercial development**

The correspondence was noted.

**537.1.P26** **Planning application number:** 11/26/00080/TTE

**Proposal:** Erection of single storey extension to the rear and dormer extension to first floor

**Location:** 4 Brunel's Way, Highbridge

**Resolved** to support this application due to the proposal is in accordance with the relevant provisions of the National Planning



Signed by Chair…….. Date……

Policy Framework (NPPF), specifically policies D2, D17 and D20, and is consistent with the objectives of the Neighbourhood Plan.

**537.2.P26 Planning application number: 11/26/00081/TTE**

**Proposal: Proposed roof extension to provide habitable space**

Location: 8 Adams Close, Highbridge

**Resolved** to support this application as there are no reasonable planning grounds on which to object. The proposal is in accordance with the relevant policies of the Sedgemoor Local Plan, in particular Policies D2 and D10, and has regard to biodiversity considerations.

**538.0.P26 To consider a pavement license application at BOS Café, 54 High Street, Burnham-on-Sea**

**Resolved** to support this application due to a licence had previously been in place at the premises and no issues had been raised.

**539.0.P26 Date of next meeting**

The next meeting of the Planning Committee will be held on 2nd November 2026.

DRAFT



Signed by Chair…….. Date……

Burnham-on-Sea & Highbridge TOWN COUNCIL

# 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.

DRAFT



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 on 16th July 2027 at The Princess Theatre.

A query was raised 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 agrees the proposal to provide family-friendly toilet provision at the South Esplanade public conveniences and accepts 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. Queries were raised regarding the floral displays and it was 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.



Signed by Chair…….. Date……

Burnham-on-Sea & Highbridge TOWN COUNCIL

# Minutes of a meeting of the Finance and Governance Committee held on 19th October 2026 in the Council Chamber, The Old Courthouse, Jaycroft Road, Burnham-on-Sea at 7 pm

**Present:** Councillors G. Gudka (Chair), P. Clayton, A. Matthews, P. Mills, M. Murphy, C. Searing, B. Vickers

**In attendance:** E. Dutton (Deputy Clerk) and thirteen members of the public

**Public Participation:**

There were no representations made

**569.0.F26 To receive apologies for absence**

Apologies were received from the Town Clerk, the Responsible Finance Officer and Councillor Flurry.

**570.0.F26 To receive any declarations of interest on items included on this agenda**

Councillor Murphy and the Chair declared personal interests in relation to the grant applications being considered. The declarations were noted.

**571.0.F26 To receive and approve the minutes of the Finance and Governance Committee meeting held on 7th September 2026**

The minutes of the previous meeting of the Finance and Governance Committee, held on 7th September 2026, were presented by the Chairman.

**Resolved** that the minutes of the meeting held on 7th September 2026 were approved as an accurate record and signed by the Chair.

**572.0.F26 Matters arising from previous minutes**

There were no matters arising.

**573.0.F26 To receive for information minutes of sub-committees**

Minutes of the Human Resources Sub-Committee meeting held on 23rd September had been circulated to all councillors.

**574.0.F26 To receive the Chair's report**

The Chair advised that he had nothing to report.

(The Chair, Councillor Murphy and two members of the public left the room at this juncture)



Signed by Chair…….. Date……

Burnham-on-Sea & Highbridge TOWN COUNCIL

**575.0.F26 To consider the following grant applications**

The Vice Chair advised that the grants requests total is £14,901.00 and the grants policy sets a maximum allocation of £2,000 per organisation. The Vice Chair suggested to consider awarding 80% of value of each request with the remaining money to be left for any urgent requests.

The Committee were able to ask the grant applicants questions which were answered.

**575.1 1st Berrow Scout Group - £942**

**Resolved** to award £750 towards equipment and activity costs.

**575.2 Burnham-on-Sea Baptist Church - £2,000**

**Resolved** to award £1,600 towards equipment for the Youth Café.

**575.3 Burnham BMX Club - £900**

**Resolved** to award £720 towards servicing hire bikes.

**575.4 BOS Fest - £2,000**

**Resolved** to award £1,600 towards running BOS Fest in 2027.

**575.5 Burnham-on-Sea and Highbridge Community Association – Burnham-on-Sea History Project - £2,000**

**Resolved** to award £1,600 towards the purchase of IT equipment for archiving local history.

**575.6 Burnham Chamber of Trade - £1,500**

**Resolved** to award £1,200 towards running the Annual Classic Car Show in Burnham town centre.

**575.7 Cultural Arts Development Society (CADS) - £2,000**

**Resolved** to award £1,600 towards running costs of musical events to be held in Manor Gardens in 2027.

**575.8 Burnham & Highbridge Choral Society - £1,000**

**Resolved** to award £800 towards orchestral costs for the Spring Concert in 2027.

**575.9 The Burnham-on-Sea & Highbridge Fritzlar Twinning Society - £900**

**Resolved** to award £720 towards the entertainment costs of the Twinning visit from Fritzlar.

DRAFT



Signed by Chair…….. Date……

**575.10 Burnham and Highbridge Green Team CIO - £660**

**Resolved** to award £530 towards costs of installing a wheelchair friendly pathway to the Community Garden at Manor Gardens.

**575.11 Youth Adventure Trust - £999**

**Resolved** to award £800 towards helping 6 vulnerable children from Highbridge access an activity day Adventure Programme.

(The Chair and Councillor Murphy entered the room at this juncture)

(Eight members of the public left at this juncture)

**576.0.F26 To receive the list of payments up to 7th October 2026**

A query was raised which was answered.

The list of payments attached to these minutes were noted.

**577.0.F26 To note the income and expenditure and earmarked reserves reports up to 30th September 2026**

The reports were noted.

**578.0.F26 To approve the bank reconciliation for September 2026**

**Resolved** the bank reconciliation was approved and signed by the Chairman.

**580.0.F26 To consider response to correspondence received**

**580.1 To respond to the Updated Proper Practices for category 2 Authorities (England) by The Chartered Institute of Public Finance and Accountancy with the Smaller Authorities Proper Practices Panel Consultation**

**Resolved** to approve the draft consultation response, subject to amendments to Question 33 to indicate “Yes”. The comments in response to Question 34 were also amended to state that, whilst the Council accepts the principle of undertaking the internal audit before the end of the financial year, it would not wish this to take place too early, as insufficient time would have elapsed to enable any identified process improvements to be implemented and reviewed before year end.

**581.0.F26 To consider investment update quarterly report**

The report was noted.

**582.0.F26 To receive contracts list progress report**

The contracts list progress report was received.



Signed by Chair…….. Date……

**583.0.F26 To receive update on Community Infrastructure Levy (CIL) funds**

The report was noted.

**584.0.F26 To note grants 2025/26 update report**

The report was noted.

**585.0.F26 To receive the CCTV data report**

A query was raised regarding the data relating to the top ten reported crimes. The Deputy Clerk was requested to clarify the information and report back to Members.

The report was noted.

**586.0.F26 To note the conclusion of audit and sections 1, 2 & 3 of Annual Governance Accountability Return**

The Chair outlined the outcome of the external audit and highlighted the key points contained within the Annual Governance and Accountability Return.

The conclusion of the positive audit was noted and staff were thanked.

**587.0.F26 To approve the recommendations from the Assets & Amenities Committee for the following fees and charges for 2027/28**

**587.1 Allotments**

**587.2 Cemeteries**

**587.3 Princess Theatre & Arts Centre**

**587.4 Room and Signal Box Hire**

During consideration of the proposed fees and charges, Members requested that the Deputy Clerk prepare comparative figures showing burial and cremation numbers from previous years, together with details of the associated burial costs. This information was requested for consideration following the budget-setting process or at the end of the financial year.

**Resolved** That the Committee considered all proposed fees and charges before making the decision that the fees and charges for 2027/28 be approved.

**588.0.F26 Date of next meeting**

The next meeting of the Finance and Governance Committee will be held 23rd November 2026 at 7 pm.

DRAFT



Signed by Chair…….. Date……

| DATE OF INVOICE | SUPPLIER | INVOICE NUMBER | DESCRIPTION | NET | VAT | GROSS | |
|---|---|---|---|---|---|---|---|
| 16/07/2026 | Blachere Illuminations | SI500545 | Xmas lights BOS | £8,250.00 | £1,650.00 | £9,900.00 | paid 23/09/26 |
| 10/09/2026 | Spansec | 272793 | battery replace fire door - PT | £63.00 | £12.60 | £75.60 | paid 23/09/26 |
| 11/09/2026 | Amazon | GB628P6CABEY | chilli powder-fox deterrent | | | £10.00 | paid 23/09/26 |
| 11/09/2026 | Amazon | GB626GWIABEY | new headset - PA | £37.49 | £7.50 | £44.99 | paid 23/09/26 |
| 11/09/2026 | ITEC | 1227744 | photocopier services | £58.83 | £11.77 | £70.60 | paid 23/09/26 |
| 15/09/2026 | HRL Management Ltd | 1360 | 60's Talent Show settlement | | | £2,170.25 | paid 23/09/26 |
| 16/07/2026 | Blachere Illuminations | SI500544 | Xmas lights HB | £8,250.00 | £1,650.00 | £9,900.00 | |
| 11/09/2026 | Spot on Supplies | 31700139 | cleaning supplies | £79.44 | £15.89 | £95.33 | |
| 18/09/2026 | JR Foods Service Ltd | 657403 | icecreams & water - Princess Theatre | £381.56 | £76.31 | £457.87 | |
| 18/09/2026 | OMS | SI-108453 | alarm call out | £60.00 | £12.00 | £72.00 | |
| 19/09/2026 | Business Waste | P2186544 | waste collection - Cemeteries | £2.64 | £0.53 | £3.17 | |
| 19/09/2026 | Business Waste | P2186502 | waste collection - Cemeteries | £0.24 | £0.05 | £0.29 | |
| 19/09/2026 | Amazon | GB62ADA2ABEY | electronic consumables | £50.07 | £10.01 | £60.08 | |
| 19/09/2026 | Plumbing Solutions | INV000883 | new macerator - Princess | £424.00 | £84.80 | £508.80 | |
| 19/09/2026 | Proper Job | Z0009T02-738976 | hinges reception dooor - PT | £4.82 | £0.97 | £5.79 | |
| 22/09/2026 | Starlight | 900276 | Shrek the Musical settlement | | | £1,263.85 | |
| 23/09/2026 | HB & BOS Carnival Ltd | 138074/0005 | Full page advert - Princess Theatre | | | £150.00 | |
| 23/09/2026 | Blueshift | 4000/5490 | domain name renewal | £24.99 | £5.00 | £29.99 | |
| 24/09/2026 | PKF Littlejohn | SB20262767 | external audit fee | £2,100.00 | £420.00 | £2,520.00 | |
| 24/09/2026 | Blachere | SI500744 | Set up & switch on BOS | £4,455.00 | £891.00 | £5,346.00 | |
| 24/09/2026 | Blachere | SI500745 | Set up & switch on HB | £4,455.00 | £891.00 | £5,346.00 | |
| 25/09/2026 | Amazon | GB62EH1AABEY | strimmer cord | £114.48 | £22.89 | £137.37 | |
| 28/09/2026 | Bravo | 1635 | technician Princess September 26 | £1,068.00 | £213.60 | £1,281.60 | |
| 28/09/2026 | Amazon | XX6001HOP34CPT | flower bulbs | | | £24.99 | |
| 29/09/2026 | Gelos Network Ltd | INV-0433 | Comedy Club settlement | | | £2,972.93 | |
| 29/09/2026 | Somerset Council | 32034269 | fingerpost signs | | | £154.46 | |
| 29/09/2026 | Skyburst | B3566 | Fireworks display - balance due | £51,919.67 | £1,038.33 | £6,230.00 | |
| 30/09/2026 | Sopha | 2312 | Community Toilet Scheme Jul-Sept | £300.00 | £60.00 | £360.00 | |
| 30/09/2026 | Danfo | INV-1382 | cleaning Pcons | £3,433.01 | £686.60 | £4,119.61 | |
| 30/09/2026 | Amazon | GB62FNDPABEY | first aid supplies-PT | £19.94 | £3.98 | £23.92 | |

| | | | | | | |
|---|---|---|---|---|---|---|
| 30/09/2026 | Amazon | GB62FT6XABEY | ethernet cable | £7.12 | £1.42 | £8.54 |
| 30/09/2026 | Amazon | GB6008K18T7QNI | refreshments for meeting room use-PT | | | £18.79 |
| 30/09/2026 | Lyreco | 6724396913 | stationery | £52.54 | £10.51 | £63.05 |
| 30/09/2026 | Amazon | GB62EHZLABEY | flower bulbs | £73.14 | £14.63 | £87.77 |
| 30/09/2026 | Biffa | 308C127422 | waste collection - Princess | £145.44 | £29.09 | £174.53 |
| 30/09/2026 | Business Waste | P2193122 | waste collection - cemeteries & TC | £4.90 | £0.98 | £5.88 |
| 30/09/2026 | Business Waste | P2193059 | waste collection - Cemeteries | £2.10 | £0.42 | £2.52 |
| 01/10/2026 | Business Waste | P2204178 | waste collection - cemeteries & TC | £115.52 | £23.10 | £138.62 |
| 01/10/2026 | Business Waste | P2204327 | waste collection - Cemeteries | £43.12 | £8.62 | £51.74 |
| 01/10/2026 | Green Machine | INV-2603 | cleaning - PT | £408.11 | £81.62 | £489.73 |
| 01/10/2026 | Amazon | GB601GP7LKHERI | refreshments for meeting room use-PT | | | £18.79 |
| 02/10/2026 | ICO | Z2930717 | GDPR annual fee | | | £78.00 |
| 02/10/2026 | Spot On Supplies | 31701462 | cleaning supplies | £57.65 | £11.53 | £69.18 |
| 02/10/2026 | Spot On Supplies | 31701504 | cleaning supplies | £63.28 | £12.66 | £75.94 |
| 02/10/2026 | Amazon | GB60H7X8Q8Q4FI | refreshments for meeting room use-PT | | | £5.35 |
| 02/10/2026 | Amazon | GB62GR4LABEY | lightbulb TC front door | £8.32 | £1.66 | £9.98 |
| 05/10/2026 | Iris | INV-ISL-1612030 | payroll services - Sept 26 | £110.46 | £22.09 | £132.55 |
| 05/10/2026 | Darren Turner | 493 | Darren Turner show settlement | | | £955.70 |
| 05/10/2026 | Screwfix | 2016322651 | vehicle oil | £16.66 | £3.33 | £19.99 |
| 05/10/2026 | Screwfix | 2016322784 | vehicle oil | £17.32 | £3.47 | £20.79 |
| 05/10/2026 | Amazon | GB62GQ41ABEY | refreshments for meeting room use-PT | | | £18.59 |
| 06/10/2026 | OMS | SI-108499 | alarm call out | £60.00 | £12.00 | £72.00 |
| 06/10/2026 | Amazon | GB62I880ABEY | picture hanging strips | £8.72 | £1.74 | £10.46 |
| 07/10/2026 | Business Waste | P2214725 | waste collection - Cemeteries | £19.44 | £3.89 | £23.33 |
| | BOS Chamber of Trade | | Christmas lights Switch On Event-BOS | | | £5,011.00 |
| | Our Highbridge | | Christmas lights Switch On Event - HB | | | £3,153.00 |
| | Helen Hurley | | re-imbursement for new glasses - DSE | | | £70.00 |
| | Somerset Council | Sep-26 | pension payment | | | £9,273.18 |
| | Wessex Ambulance Service | | ambulance for fireworks event | | | £400.00 |
| | | | | | | £73,794.49 |

| DATE OF INVOICE | SUPPLIER | INVOICE NUMBER | DESCRIPTION | NET | VAT | GROSS | |
|---|---|---|---|---|---|---|---|
| 29/09/2026 | Otis | 26054470/U1 | contractual lift maintenance - PT | £142.44 | £28.49 | £170.93 | paid 21/10/26 |
| 30/09/2026 | Business Waste | P2217731 | waste collection - Cemeteries | £23.04 | £4.60 | £27.64 | paid 21/10/26 |
| 30/09/2026 | Business Waste | P2217749 | waste collection - Cemeteries | £24.72 | £4.95 | £29.67 | paid 21/10/26 |
| 07/10/2026 | Business Waste | P2214778 | waste collection - Cemeteries | £66.08 | £13.21 | £79.29 | paid 21/10/26 |
| 12/10/2026 | Donna Farrell | 12.10.26 | arts sales invoice | | | £41.80 | paid 21/10/26 |
| 12/10/2026 | Somerset Council | 32035601 | street cleaning Apr-Sept 2026 | | | £3,000.00 | paid 21/10/26 |
| 12/10/2026 | James Hallam | 561612019 | Fireworks insurance | | | £1,703.52 | paid 21/10/26 |
| 14/10/2026 | Vapor Clean | OR3901 | kitchen extractor fan clean - PT | £480.00 | £96.00 | £576.00 | paid 21/10/26 |
| | | | | | | | |
| 08/10/2026 | V Jones | 6662 | tap repairs Ladies toilets - PT | | | £75.00 | |
| 08/10/2026 | V Jones | 6663 | repairs to valve float toilets - PT | | | £40.00 | |
| 12/10/2026 | Somerset Council | 32035594 | Bund on Esplanade | £9,600.00 | £1,920.00 | £11,520.00 | |
| 12/10/2026 | PPL PRS | SIN3479595 | PRS - shows | £220.68 | £44.14 | £264.82 | |
| 14/10/2026 | ITEC | 1235019 | photocopier services | £138.17 | £27.63 | £165.80 | |
| 15/10/2026 | Spansec | 273024 | CCTV repairs - PT | £530.00 | £106.00 | £636.00 | |
| 15/10/2026 | Andy Jarvis Glazing | 85-86 | bus shelter repair Love Lane | £242.22 | £48.44 | £290.66 | |
| 19/10/2026 | ICCM | 22166 | Cemetery Operations training - SF | £160.00 | £32.00 | £192.00 | |
| 20/10/2026 | Proper Job | Z0018T03-510266 | replacement padlock garage - TC | £3.32 | £0.67 | £3.99 | |
| 21/10/2026 | Burnham Bookfest | 1005 | BookFest show settlement | | | £1,915.09 | |
| 23/10/2026 | Blachere | SI500953 | wall mounted brackets - Christmas lights | £1,116.50 | £223.30 | £1,339.80 | |
| | | | | | | | |
| | Somerset Council | Oct-26 | pension payment | | | £12,515.46 | |
| | CADS | Oct-26 | grants 2026-27 | | | £1,600.00 | |
| | Fritzlar Twinning Society | Oct-26 | grants 2026-27 | | | £720.00 | |
| | Burnham & Highbridge Community Association | Oct-26 | grants 2026-27 | | | £1,600.00 | |
| | Burnham & Highbridge Choral Society | Oct-26 | grants 2026-27 | | | £800.00 | |
| | Green Team | Oct-26 | grants 2026-27 | | | £530.00 | |
| | Youth Adventure Trust | Oct-26 | grants 2026-27 | | | £800.00 | |
| | BOSFest | Oct-26 | grants 2026-27 | | | £1,600.00 | |
| | 1st Berrow Scouts | Oct-26 | grants 2026-27 | | | £750.00 | |
| | Burnham BMX Club | Oct-26 | grants 2026-27 | | | £720.00 | |
| | BOS Baptist Church | Oct-26 | grants 2026-27 | | | £1,600.00 | |
| | | | | | | | |
| | | | | | | £45,307.47 | |

**Detailed Income & Expenditure by Budget Heading 30/09/2026**

**Month No: 6** **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 | 718,893 | 1,437,785 | 1,437,785 | 0 | | | 100.0% | |
| 1078 | CIL income - Burnham | 0 | 5,528 | 0 | (5,528) | | | 0.0% | |
| 1080 | Bank and Investment Interest | 4,609 | 25,405 | 20,000 | (5,405) | | | 127.0% | |
| | Management & Compliance :- Income | **723,502** | **1,468,718** | **1,457,785** | **(10,933)** | | | **100.8%** | **0** |
| 4000 | Salaries & Wages | 29,651 | 180,843 | 415,600 | 234,757 | | 234,757 | 43.5% | |
| 4005 | Employers Nat Insurance | 3,697 | 14,210 | 49,600 | 35,390 | | 35,390 | 28.6% | |
| 4010 | Employers S\Annuation | 5,299 | 32,461 | 99,500 | 67,039 | | 67,039 | 32.6% | |
| 4055 | Recruitment Costs | 193 | 543 | 1,000 | 457 | | 457 | 54.3% | |
| 4060 | Training | 80 | 1,313 | 5,000 | 3,687 | | 3,687 | 26.3% | |
| 4065 | Travel, Expenses & Subsistence | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4070 | Office/IT Equip & Furniture | 188 | 6,024 | 31,000 | 24,976 | | 24,976 | 19.4% | |
| 4080 | Telephone & Broadband | 469 | 1,707 | 4,300 | 2,593 | | 2,593 | 39.7% | |
| 4085 | Postage | 0 | 46 | 500 | 455 | | 455 | 9.1% | |
| 4090 | Stationery & Supplies | 96 | 725 | 2,000 | 1,275 | | 1,275 | 36.3% | |
| 4095 | Subscriptions & Support | 1,283 | 14,908 | 32,000 | 17,092 | | 17,092 | 46.6% | |
| 4100 | Insurance | 0 | 197 | 26,400 | 26,203 | | 26,203 | 0.7% | |
| 4105 | Audit & Accountancy Fees | 2,100 | (604) | 5,000 | 5,604 | | 5,604 | (12.1%) | |
| 4110 | Legal Fees | 0 | (181) | 5,000 | 5,181 | | 5,181 | (3.6%) | |
| 4115 | Professional & Consulting Fees | 0 | 0 | 10,000 | 10,000 | | 10,000 | 0.0% | |
| 4120 | Bank Charges | 96 | 721 | 1,800 | 1,079 | | 1,079 | 40.0% | |
| 4125 | Payroll Services | 110 | 681 | 2,000 | 1,319 | | 1,319 | 34.1% | |
| 4130 | PPE & Uniforms | 0 | 307 | 2,000 | 1,693 | | 1,693 | 15.3% | |
| 4135 | Room Hire (Exp) | 0 | 80 | 2,500 | 2,420 | | 2,420 | 3.2% | |
| 4140 | Climate Change | 0 | 0 | 5,000 | 5,000 | | 5,000 | 0.0% | |
| 4150 | Provision for bad debts | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| | Management & Compliance :- Indirect Expenditure | **43,261** | **253,981** | **701,200** | **447,219** | **0** | **447,219** | **36.2%** | **0** |
| | **Net Income over Expenditure** | **680,241** | **1,214,737** | **756,585** | **(458,152)** | | | | |
| 110 | Democratic & Civic | | | | | | | | |
| 4200 | Mayors Allowance | 417 | 2,500 | 5,000 | 2,500 | | 2,500 | 50.0% | |
| 4210 | Election Expenses | 0 | 0 | 20,000 | 20,000 | | 20,000 | 0.0% | |
| 4215 | Civic Events | 0 | 73 | 2,500 | 2,427 | | 2,427 | 2.9% | |
| 4220 | Remembrance Wreath | 0 | 0 | 150 | 150 | | 150 | 0.0% | |
| | Democratic & Civic :- Indirect Expenditure | **417** | **2,573** | **27,650** | **25,077** | **0** | **25,077** | **9.3%** | **0** |
| | **Net Expenditure** | **(417)** | **(2,573)** | **(27,650)** | **(25,077)** | | | | |

Continued over page

| | | Actual Current | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---|---|---|---|---|---|---|---|---|---|
| 120 | Joint Funding With Others | | | | | | | | |
| 4260 | CCTV Cameras | 0 | 33,582 | 35,500 | 1,918 | | 1,918 | 94.6% | |
| 4470 | Town Centre Cleaning | 0 | 0 | 6,250 | 6,250 | | 6,250 | 0.0% | |
| Joint Funding With Others :- Indirect Expenditure | | **0** | **33,582** | **41,750** | **8,168** | **0** | **8,168** | **80.4%** | **0** |
| | **Net Expenditure** | **0** | **(33,582)** | **(41,750)** | **(8,168)** | | | | |
| 140 | Community | | | | | | | | |
| 1100 | Miscellaneous income | 0 | 479 | 0 | (479) | | | 0.0% | 479 |
| | Community :- Income | **0** | **479** | **0** | **(479)** | | | | **479** |
| 4300 | Grant - CAB (S.142) | 0 | 2,700 | 2,700 | 0 | | 0 | 100.0% | |
| 4305 | Grants Made | 0 | 15,767 | 30,000 | 14,233 | | 14,233 | 52.6% | |
| 4310 | HB Shop Front Grants | 1,602 | 9,402 | 10,000 | 598 | | 598 | 94.0% | |
| 4455 | Christmas Lights | 25,478 | 23,408 | 60,000 | 36,592 | | 36,592 | 39.0% | |
| 4465 | Events Expenditure | 0 | 56 | 13,500 | 13,444 | | 13,444 | 0.4% | |
| 4475 | Carnival Events Week | 5,192 | 8,114 | 17,500 | 9,386 | | 9,386 | 46.4% | |
| | Community :- Indirect Expenditure | **32,272** | **59,447** | **133,700** | **74,253** | **0** | **74,253** | **44.5%** | **0** |
| | **Net Income over Expenditure** | **(32,272)** | **(58,968)** | **(133,700)** | **(74,732)** | | | | |
| 6001 | less Transfer to EMR | 0 | 479 | 0 | (479) | | | | |
| | **Movement to/(from) Gen Reserve** | **(32,272)** | **(59,447)** | **(133,700)** | **(74,253)** | | | | |
| 200 | The Old Court House | | | | | | | | |
| 4350 | Business Rates | 1,086 | 4,856 | 9,200 | 4,344 | | 4,344 | 52.8% | |
| 4355 | Utilities | 228 | 1,630 | 6,900 | 5,270 | | 5,270 | 23.6% | |
| 4375 | Cleaning | 61 | 649 | 1,500 | 851 | | 851 | 43.3% | |
| 4380 | Security & Alarms | 300 | 1,379 | 6,000 | 4,621 | | 4,621 | 23.0% | |
| 4385 | Maintenance | 216 | 20,988 | 50,000 | 29,012 | | 29,012 | 42.0% | 20,528 |
| 4390 | H&S/Fire/Inspections | 0 | 26 | 3,000 | 2,974 | | 2,974 | 0.9% | |
| The Old Court House :- Indirect Expenditure | | **1,891** | **29,528** | **76,600** | **47,072** | **0** | **47,072** | **38.5%** | **20,528** |
| | **Net Expenditure** | **(1,891)** | **(29,528)** | **(76,600)** | **(47,072)** | | | | |
| 6000 | plus Transfer from EMR | 0 | 20,528 | 0 | (20,528) | | | | |
| | **Movement to/(from) Gen Reserve** | **(1,891)** | **(9,000)** | **(76,600)** | **(67,600)** | | | | |
| 500 | Cemeteries | | | | | | | | |
| 1500 | Wayleaves | 0 | 0 | 4,850 | 4,850 | | | 0.0% | |
| 1515 | EROB | 0 | 3,774 | 10,000 | 6,226 | | | 37.7% | |

Continued over page

| | | Actual Current | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---|---|---|---|---|---|---|---|---|---|
| 1520 | Interments | 235 | 4,028 | 13,000 | 8,972 | | | 31.0% | |
| 1525 | Memorials | 379 | 4,238 | 5,500 | 1,262 | | | 77.1% | |
| | Cemeteries :- Income | **614** | **12,040** | **33,350** | **21,310** | | | **36.1%** | **0** |
| 4350 | Business Rates | 945 | 5,320 | 9,100 | 3,780 | | 3,780 | 58.5% | |
| 4355 | Utilities | 175 | (665) | 5,000 | 5,665 | | 5,665 | (13.3%) | |
| 4605 | Provision For Paths | 0 | 75,634 | 15,000 | (60,634) | | (60,634) | 504.2% | 69,098 |
| 4610 | Pump Maintenance | 0 | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| 4615 | General Maintenance | 0 | 251 | 13,000 | 12,749 | | 12,749 | 1.9% | |
| 4620 | Mech Grave Digger | 19,700 | 20,950 | 8,500 | (12,450) | | (12,450) | 246.5% | 12,450 |
| 4635 | Waste Collection | 137 | 921 | 2,800 | 1,879 | | 1,879 | 32.9% | |
| 4640 | Provision for Walls | 0 | 27,402 | 2,000 | (25,402) | | (25,402) | 1370.1% | 27,402 |
| 4645 | Water Testing | 0 | 0 | 1,500 | 1,500 | | 1,500 | 0.0% | |
| 4650 | Rose Garden Memorial Expense | 0 | 200 | 0 | (200) | | (200) | 0.0% | |
| | Cemeteries :- Indirect Expenditure | **20,957** | **130,013** | **58,900** | **(71,113)** | **0** | **(71,113)** | **220.7%** | **108,950** |
| | **Net Income over Expenditure** | **(20,343)** | **(117,973)** | **(25,550)** | **92,423** | | | | |
| 6000 | plus Transfer from EMR | 12,450 | 108,950 | 0 | (108,950) | | | | |
| | **Movement to/(from) Gen Reserve** | **(7,893)** | **(9,023)** | **(25,550)** | **(16,527)** | | | | |
| 600 | Princess | | | | | | | | |
| 1600 | Storage Hire | 926 | 1,853 | 3,700 | 1,848 | | | 50.1% | |
| 1605 | Lettings | 3,015 | 11,000 | 33,500 | 22,500 | | | 32.8% | |
| 1615 | Café Rent/Commission | 501 | 2,892 | 5,920 | 3,028 | | | 48.8% | |
| 1625 | PT Merchandise | 307 | 1,352 | 4,100 | 2,748 | | | 33.0% | |
| 1630 | Donations Received | 201 | 533 | 0 | (533) | | | 0.0% | |
| 1645 | Show income | 3,750 | 16,594 | 35,000 | 18,406 | | | 47.4% | |
| 1655 | Participation PT | 1,257 | 6,028 | 8,000 | 1,972 | | | 75.4% | |
| 1660 | Art Sales | 11 | 92 | 350 | 258 | | | 26.2% | |
| 1670 | PV Cells | 0 | 4,221 | 5,000 | 779 | | | 84.4% | |
| 1680 | Advertising income | 0 | 226 | 750 | 524 | | | 30.1% | |
| | Princess :- Income | **9,969** | **44,790** | **96,320** | **51,530** | | | **46.5%** | **0** |
| 4000 | Salaries & Wages | 8,292 | 51,113 | 115,100 | 63,987 | | 63,987 | 44.4% | |
| 4005 | Employers Nat Insurance | 1,028 | 4,110 | 15,600 | 11,490 | | 11,490 | 26.3% | |
| 4010 | Employers S\Annuation | 1,450 | 8,701 | 26,500 | 17,799 | | 17,799 | 32.8% | |
| 4060 | Training | 0 | 325 | 2,500 | 2,175 | | 2,175 | 13.0% | |
| 4065 | Travel, Expenses & Subsistence | 0 | 35 | 50 | 15 | | 15 | 70.0% | |
| 4070 | Office/IT Equip & Furniture | 36 | 920 | 5,000 | 4,080 | | 4,080 | 18.4% | |
| 4080 | Telephone & Broadband | 245 | 1,042 | 2,750 | 1,708 | | 1,708 | 37.9% | |
| 4100 | Insurance | 0 | 0 | 5,775 | 5,775 | | 5,775 | 0.0% | |

Continued over page

| | | Actual Current | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---|---|---|---|---|---|---|---|---|---|
| 4350 | Business Rates | 547 | 4,084 | 7,680 | 3,596 | | 3,596 | 53.2% | |
| 4355 | Utilities | 1,421 | 9,082 | 33,000 | 23,918 | | 23,918 | 27.5% | |
| 4375 | Cleaning | 488 | 4,693 | 8,100 | 3,407 | | 3,407 | 57.9% | |
| 4380 | Security & Alarms | 0 | 1,826 | 3,000 | 1,174 | | 1,174 | 60.9% | |
| 4385 | Maintenance | 439 | 2,146 | 28,000 | 25,854 | | 25,854 | 7.7% | |
| 4390 | H&S/Fire/Inspections | 835 | 1,297 | 3,500 | 2,203 | | 2,203 | 37.1% | |
| 4635 | Waste Collection | 193 | 1,111 | 2,800 | 1,689 | | 1,689 | 39.7% | |
| 4700 | Technician Cost | 1,068 | 5,098 | 18,000 | 12,902 | | 12,902 | 28.3% | |
| 4701 | Show costs | 803 | 5,104 | 15,000 | 9,896 | | 9,896 | 34.0% | |
| 4705 | Advertising & Marketing | 225 | 3,209 | 7,000 | 3,791 | | 3,791 | 45.8% | |
| 4710 | Licences (exp) | 0 | 703 | 750 | 47 | | 47 | 93.8% | |
| 4715 | Card Payment Fees | 185 | 1,040 | 3,000 | 1,960 | | 1,960 | 34.7% | |
| 4725 | Technical Theatre | 0 | 1,062 | 4,500 | 3,438 | | 3,438 | 23.6% | |
| 4730 | Backstage Expenses | 0 | 27 | 500 | 473 | | 473 | 5.3% | |
| 4740 | PTAC Merchandise | 400 | 773 | 3,000 | 2,227 | | 2,227 | 25.8% | |
| 4745 | Participation Freelance | 0 | 2,174 | 3,500 | 1,326 | | 1,326 | 62.1% | 1,194 |
| 4770 | Cafe Equipment & Maintenance | 0 | 128 | 3,000 | 2,872 | | 2,872 | 4.3% | |
| | Princess :- Indirect Expenditure | **17,656** | **109,805** | **317,605** | **207,800** | **0** | **207,800** | **34.6%** | **1,194** |
| | **Net Income over Expenditure** | **(7,687)** | **(65,015)** | **(221,285)** | **(156,270)** | | | | |
| 6000 | plus Transfer from EMR | 0 | 1,194 | 0 | (1,194) | | | | |
| | **Movement to/(from) Gen Reserve** | **(7,687)** | **(63,821)** | **(221,285)** | **(157,464)** | | | | |
| 700 | Estates | | | | | | | | |
| 1300 | Allotment Rents Received | 0 | 1,369 | 1,330 | (39) | | | 102.9% | |
| 1400 | Signal Box | 0 | 113 | 50 | (63) | | | 225.0% | |
| 1410 | Grass Cutting | 0 | 0 | 520 | 520 | | | 0.0% | |
| 1415 | Floral Sponsorship | 0 | 1,765 | 0 | (1,765) | | | 0.0% | |
| | Estates :- Income | **0** | **3,247** | **1,900** | **(1,347)** | | | **170.9%** | **0** |
| 4350 | Business Rates | 0 | 0 | 1,800 | 1,800 | | 1,800 | 0.0% | |
| 4360 | Electricity Town Centre | 42 | 210 | 400 | 190 | | 190 | 52.5% | |
| 4365 | Highbridge Clock Elec | 113 | 711 | 1,800 | 1,089 | | 1,089 | 39.5% | |
| 4370 | Water Rates | 0 | 130 | 700 | 570 | | 570 | 18.6% | |
| 4385 | Maintenance | 164 | 2,437 | 11,500 | 9,063 | | 9,063 | 21.2% | 2,018 |
| 4415 | Water Fountain | 0 | 6 | 500 | 494 | | 494 | 1.1% | |
| 4430 | Benches | 0 | 0 | 2,500 | 2,500 | | 2,500 | 0.0% | |
| 4440 | Dog/Litter Bins | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 4445 | Speed Indicator Devices | 0 | 9 | 1,000 | 991 | | 991 | 0.9% | |
| 4450 | Floral Decorations | 98 | 3,503 | 2,000 | (1,503) | | (1,503) | 175.1% | 2,752 |

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**Burnham & Highbridge Town Council Current Year**

**Detailed Income & Expenditure by Budget Heading 30/09/2026**

**Month No: 6** **Cost Centre Report**

| | | Actual Current | Actual Year To Date | Current Annual | Variance Annual | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---|---|---|---|---|---|---|---|---|---|
| 4485 | Defibrillator | 0 | 55 | 750 | 695 | | 695 | 7.3% | |
| 4500 | Tools & Equipment | 114 | 1,095 | 5,000 | 3,905 | | 3,905 | 21.9% | |
| 4505 | Vehicle Running Costs | 189 | 2,315 | 6,000 | 3,685 | | 3,685 | 38.6% | |
| 4510 | Vehicle Replacement | 540 | 3,238 | 38,000 | 34,762 | | 34,762 | 8.5% | |
| 4515 | Vehicle Insurance | 0 | 0 | 4,000 | 4,000 | | 4,000 | 0.0% | |
| 4625 | Tree & Hedge Maintenance | 0 | 0 | 6,500 | 6,500 | | 6,500 | 0.0% | |
| 4630 | Fuel For Equipment | 16 | 636 | 2,000 | 1,364 | | 1,364 | 31.8% | |
| | Estates :- Indirect Expenditure | **1,277** | **14,345** | **84,950** | **70,605** | **0** | **70,605** | **16.9%** | **4,770** |
| | **Net Income over Expenditure** | **(1,277)** | **(11,099)** | **(83,050)** | **(71,951)** | | | | |
| 6000 | plus Transfer from EMR | 2,018 | 4,770 | 0 | (4,770) | | | | |
| | **Movement to/(from) Gen Reserve** | **741** | **(6,329)** | **(83,050)** | **(76,721)** | | | | |
| 800 | Public Conveniences | | | | | | | | |
| 4355 | Utilities | 0 | 0 | 30,000 | 30,000 | | 30,000 | 0.0% | |
| 4375 | Cleaning | 3,433 | 20,598 | 53,000 | 32,402 | | 32,402 | 38.9% | |
| 4385 | Maintenance | 0 | 10,904 | 25,000 | 14,096 | | 14,096 | 43.6% | 1,950 |
| 4775 | Provision for HB Toilets | 300 | 618 | 10,000 | 9,382 | | 9,382 | 6.2% | |
| | Public Conveniences :- Indirect Expenditure | **3,733** | **32,120** | **118,000** | **85,880** | **0** | **85,880** | **27.2%** | **1,950** |
| | **Net Expenditure** | **(3,733)** | **(32,120)** | **(118,000)** | **(85,880)** | | | | |
| 6000 | plus Transfer from EMR | 0 | 1,950 | 0 | (1,950) | | | | |
| | **Movement to/(from) Gen Reserve** | **(3,733)** | **(30,170)** | **(118,000)** | **(87,830)** | | | | |
| 900 | Play Areas | | | | | | | | |
| 4385 | Maintenance | 0 | 0 | 25,000 | 25,000 | | 25,000 | 0.0% | |
| 4390 | H&S/Fire/Inspections | 0 | 0 | 4,000 | 4,000 | | 4,000 | 0.0% | |
| | Play Areas :- Indirect Expenditure | **0** | **0** | **29,000** | **29,000** | **0** | **29,000** | **0.0%** | **0** |
| | **Net Expenditure** | **0** | **0** | **(29,000)** | **(29,000)** | | | | |
| | Grand Totals:- Income | **734,084** | **1,529,273** | **1,589,355** | **60,082** | | | **96.2%** | |
| | Expenditure | **121,463** | **665,394** | **1,589,355** | **923,961** | **0** | **923,961** | **41.9%** | |
| | **Net Income over Expenditure** | **612,621** | **863,879** | **0** | **(863,879)** | | | | |
| | plus Transfer from EMR | **14,468** | **137,391** | 0 | (137,391) | | | | |
| | less Transfer to EMR | **0** | **479** | 0 | (479) | | | | |
| | **Movement to/(from) Gen Reserve** | **627,089** | **1,000,792** | **0** | **(1,000,792)** | | | | |

Earmarked Reserves

| | Account | Opening Balance | Net Transfers | Closing Balance |
|---|---|---|---|---|
| 320 | Property Maintenance - EMR | 149,195.50 | -20,527.96 | 128,667.54 |
| 324 | Legacy Clock - EMR | 10,220.00 | | 10,220.00 |
| 325 | Service Transfer - EMR | 149,247.80 | -2,752.00 | 146,495.80 |
| 326 | IT/Office Equipment - EMR | 28,151.53 | | 28,151.53 |
| 327 | HR, Legal & Professional - EMR | 31,841.68 | | 31,841.68 |
| 328 | Grounds Equipment - EMR | 25,777.60 | -12,450.00 | 13,327.60 |
| 330 | General Maintenance - EMR | 19,776.35 | | 19,776.35 |
| 332 | Town Crier - EMR | 280.00 | | 280.00 |
| 335 | Highbridge Regeneration | 9,800.00 | | 9,800.00 |
| 338 | Replacement Van - EMR | 29,740.00 | | 29,740.00 |
| 340 | Past Mayor badges - EMR | 311.71 | | 311.71 |
| 341 | Neighbourhood Plan - EMR | 5,800.00 | | 5,800.00 |
| 342 | You Are Here Boards - EMR | 2,592.00 | | 2,592.00 |
| 343 | Princess Maint/Renewals - EMR | 19,216.30 | | 19,216.30 |
| 344 | SIDS - EMR | 1,270.64 | | 1,270.64 |
| 345 | Burnham EVO HTAP - EMR | 26,775.00 | | 26,775.00 |
| 346 | Tree Maintenance - EMR | 10,215.50 | | 10,215.50 |
| 347 | Cemeteries Extension - EMR | 88,385.00 | | 88,385.00 |
| 348 | Burnham Shop Fronts Grant - EM | 100.00 | 478.84 | 578.84 |
| 372 | PMC Artistic Budget - EMR | 9,863.42 | | 9,863.42 |
| 374 | PMC Somerset Community Grant | 1,449.38 | -1,193.95 | 255.43 |
| 375 | PMC Match Funding - EMR | 5,000.00 | | 5,000.00 |
| 380 | Cemeteries Provision - EMR | 96,500.00 | -96,500.00 | 0.00 |
| 385 | High St Fund - EMR | 28,272.35 | | 28,272.35 |
| 386 | Events - EMR | 6,123.27 | | 6,123.27 |
| 390 | EMR Election Expenses | 3,276.00 | | 3,276.00 |
| 391 | Provision for Bad Debts | 2,000.00 | | 2,000.00 |
| 392 | Public Conveniences | 124,031.00 | -1,950.00 | 122,081.00 |
| 400 | CIL - EMR | 256,382.93 | -2,017.50 | 254,365.43 |
| | | 1,141,594.96 | -136,912.57 | 1,004,682.39 |

**Coastal Communities Network – 09/09/2026 – Cllr Clayton**

discussed in the meeting:

- **Great British Beach Clean:** Lizzie Price from The Marine Conservation Society described its long-running Beach Watch programme, which uses a standardised 100-metre survey method to collect litter data that informs research, policy, and environmental campaigns. The 2026 Great British Beach Clean runs from 18 to 27 September, with resources and support available for councils, community groups and individuals.
- **Flood Resilience and Preparedness:** Paul Dixon from ACRE shared survey findings showing widespread flood concerns in rural communities, highlighting challenges such as infrastructure maintenance, funding and community capacity. He also shared how a range of flood-risk mapping, preparedness resources and case studies are being developed to help councils improve local resilience and emergency planning.
- **Tourism Season Challenges:** Councils discussed growing pressures in coastal and visitor destinations, including parking shortages, antisocial behaviour, seasonal staffing difficulties, climate impacts and economic pressures on local businesses. The group agreed these issues warrant further focused discussions and practical action planning at future meetings.

Minutes

Green Team Group Meeting

Monday 14th September 7pm Dunstan House

1. Apologies: Richard Harrison,
2. Minutes of last meeting. Matters arising.

    - Review Eat Festival
    - Pier company response- NONE
    - Newsletter- this will be reinstated. Contributors will review previous article and send to Ruth by 30th September.

3. Review Action Plans:

Energy

- The focus this year will be to promote renewable energy. We will hold an information evening in partnership with Sunlit Solar in January 2027. They will make a presentation of their offer. We will invite other companies to come along to provide a varied cost to residents. David Norton will be invited, and we will use the Burnham Community Centre. We will also invite Lendology to offer financial support.
- Burnham and Weston Energy continue to provide an excellent energy advice service to support effective energy use in the home. They will also be invited to the evening.

Transport

- The survey response was good but not many offered routes that they frequently use. Ganesh is working with SASP and a member of the Active Travel Group to explore different ways of gaining this information.
- Ganesh would like to organise a community walk where we audit our pathways. This might work with SASP Community Mapping Scheme.
- The bus group no longer functions. We are aiming to support an LCN move to provide more effective bus coverage for the area.

- The train station group continues to work with Somerset Council, GWR/Network Rail and our MP to improve accessibility at the station. It is unlikely that we will be getting step free access soon as there are other stations in worse state. We are aiming to get new wayfinding signs installed by Xmas.

Ecology

- Tree Project- we are now ready to plant our trees. We will work with James Chapman from Somerset Council to identify sites for planting. Our planting day will be November 14th.
- Community Garden is nearing completion. Our next purchases will be a pathway for wheelchairs, raised beds for wheelchairs and benches.
- Wilder churches- St Andrews is developing their churchyard for wildlife. St Marys Church Berrow is also working towards that aim.
- Brue Green Pathways continues to be developed. The What If walks continue and Our Highbridge seeks to work alongside the new Brue River Action Group to get cohesive action along the river.
- Nigel will report the lack of care of the flower beds that we planted near Frank Foley's statue. The Jubilee Gardens also need attention. Highbridge seems to have been neglected over this year since the flower beds were taken over by the TC.

Sustainability

- Repair Cafes continue to grow and develop. They have supported new Repair Cafes in local areas. They have also added a new Repair Café at the Burnham Community Centre on a Friday.
- Donate IT continues to support recycling of IT equipment in the area.
- Library of Things could become part of Our Highbridge offer at the old St Johns Ambulance Building in Highbridge.
- We continue to work with CAG as they provide training and networking events.

4. A.O.B

- Quiz at the Ritz on Monday 28th September. Please could everyone bring a raffle prize. Lesley will bring the pull up banner and Ganesh will create an A5 flyer to put on tables. It would also be useful at future events.
- We decided not to organise an Eco festival but would continue to attend the Eat Festival in May. We will probably focus on the Active Travel work and promoting our other projects.

5. Date of next meeting: Monday 30th November 7pm Dunstan House

ACTION

| | |
|---|---|
| Lesley | Bring pull up banner to quiz. Also raffle tickets.<br><br>Contact James about tree planting sites.<br><br>To work with Sunlit Solar to organise energy event.<br><br>Book Eat Festival next year. |
| Everyone | Bring raffle prizes to quiz with friends! |
| Ganesh | Flyer for Quiz<br><br>Continue to work with SASP and Active Travel Group. |
| Nigel | Report neglect of Highbridge beds to TC |
| Ruth and Nadja | To work with the new Brue River Action Group<br><br>Nadja to identify sites for planting trees with Lesley and James.<br><br>Ruth to send out old articles and then publish new newsletter for October 26 |
| Biddy | To work with Our Highbridge to explore them hosting Library of Things. |

Minutes of a meeting of a Cross Local Community Network (LCN) Active Travel Steering Group (ATSG) meeting held online via Microsoft Teams, Tuesday 15th September 2026 at 4pm

**Present:**

| | |
|---|---|
| **Chair:** Cllr Ros Wyke | Associate Lead Member for Active Travel and Public Transport, Somerset Council |
| Cllr Dave Mansell | Wellington & Wiveliscombe Area |
| Charles Biscoe | Grand Western Greenway |
| Susannah Clemence | Glastonbury area cycling |
| Russell Spooner | Wells & Rural LCN |
| David Stripp | Kingston to Taunton Active Travel Route |
| Richard Ackroyd | |

**Somerset Council Officers:**

| | |
|---|---|
| Kate Hellard | Localities Manager |
| Alan Muir | Principle Transport Planner |
| Natasha Bates | Service Manager – Transport Planning |
| Matthew Prince | Transport Policy Subject Matter Expert |
| Alex Johnson | Travel Demand Project Manager |
| Charlotte Griffin | Senior LCN Link Officer |
| Chris Booth | LCN Link Officer |
| Sarah Cummins | Partnerships Officer |

**Apologies:** Matt Day

DRAFT

## 1. Introductions

Following a period where the group had not met since April due to staffing changes, members introduced themselves and outlined their roles and areas of interest. Key points included:

- Continued commitment to active travel across Somerset.
- Confirmation that Somerset Council's Localities and LCN teams will continue to support the group.
- Recruitment is underway within the Localities team to provide additional capacity and dedicated support to active travel engagement work.
- Introduction of new Somerset Council staff and officers.

## 2. Review of Previous Meeting Actions

The previous meeting was confirmed as having taken place on 22 April 2026. Meeting notes and action log were reviewed.

**Progress Updates**

**Local Transport Plan (LTP) and Connectivity Consultation**

- Consultation deadlines had been extended.
- An update was scheduled later in the meeting from Somerset Council transport officers.

**Rural Active Travel Toolkit**

- Toolkit has been published and is now live. Somerset Rural Active Travel Toolkit
- Training sessions linked to the toolkit are due to commence.
- Members recognised the toolkit as a significant achievement and useful resource for community groups.

**Photographs and Case Studies**

- Requested materials had been collected and contributed to the toolkit.

**Future Agenda Topics**

- School cycling programmes.
- Road safety challenges faced by cyclists.

DRAFT

- SAS presentation.
- These remain ongoing items for future meetings.

**Previous Meeting Notes** •
Circulated and completed.

## 3. Community Active Travel Project Updates

### Kingston to Taunton Active Travel Route

David Stripp provided an update on the long-running campaign. Achievements include:

- Community plan and neighbourhood plan produced.
- Speed reductions and prevention of ‘cut-thoughs’
- Feasibility studies completed.
- Successful grant funding secured.
- Additional private donations pledged.
- Charity/community wealth fund being established.
- Positive engagement with landowners.
- Support received from a major housing developer whose plans have been amended to accommodate the route.

Key challenge:

- Securing agreement from multiple landowners remains difficult. Support requested:
- Advice from Somerset Council regarding the potential use of highway verges as an alternative route option.
- Site visit from an officer to review opportunities and constraints on the ground.

### Grand Western Greenway

Charles Biscoe updated members on progress.

Key points:

- Several landowners have provided agreements in principle.

DRAFT

- Progress is linked to major planning applications, including the Wellington railway station development and nearby housing growth.
- Focus continues on improved Wellington to Taunton connections.
- Funding remains a significant obstacle, particularly for feasibility work.

  Group is seeking guidance and support from Somerset Council.
- Campaign has now been active for approximately 14 years and remains committed to delivery.

**Glastonbury Active Travel Forum**

Susannah Clemence reported:

- Interest in developing a route along the former railway corridor between Wells and Glastonbury.
- Discussions have begun with a landowner.
- Need for advice on initial steps and project development.
- Desire for greater involvement in discussions regarding: ○ A39 crossing improvements. ○ Street to Glastonbury active travel improvements.
  ○ Local cycling permeability projects.
- Focus on low-cost interventions including signage, route permeability and minor infrastructure changes.
- Discussed a local project ‘ Stillness of Artists’ which aims to draw peoples attention to the landscape and in turn slow down Stillness of Artists — HEART OF THE TRIBE

**Wellington and Wiveliscombe Quiet Lane Proposal**

Cllr Dave Mansell provided an update.

Discussion focused on:

- Development of a Quiet Lane between Langford Budville and Wellington.
- Quiet Lanes being seen as a potentially low-cost intervention with substantial benefits.

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- Differentiation between Quiet Lanes and Green Lanes.
- Importance of working with highways officers.
- Need for professional advice and site visits to validate proposals.

### Cheddar and Axbridge Area Projects

Russell Spooner updated the group on:

- Ongoing efforts to connect Cross and Axbridge through improved active travel routes.
- Potential future links into the Strawberry Line network.
- Continued challenges associated with landowner engagement.
- Strong support for Somerset Council developing a Quiet Lane policy.

### Frome Update

A written update was submitted by Richard Ackroyd via the meeting chat. Highlights included:

- Southern route remains delayed by landowner consents.
- Work progressing on northern routes.
- New path sections are being marked out for delivery.
- Accessibility improvements completed to route furniture.
- New signage and a wildlife pond have been installed.
- Ongoing discussions continue with Network Rail representatives.

## 4. Somerset Council Updates

### Somerset Rural Active Travel Toolkit

Update provided by Natasha Bates.
Key messages:

- Toolkit has been published.
- Training sessions are planned.
- Members were encouraged to share the toolkit widely with community groups and partners.

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**Quiet Lane Policy Development**

Update provided by Alan Muir.

Key points:

- Somerset Council is actively exploring Quiet Lane approaches.
- Research is being undertaken into good practice from other authorities.

  Experimental Traffic Regulation Orders (ETROs) are being reviewed as potential delivery mechanisms.
- Policy development remains ongoing.

**Transport Connectivity Strategy and Local Transport Plan**

Presentation delivered by Matthew Prince.

**Local Transport Plan (LTP)**

- Work on the new LTP has continued for several years.
- Completion delayed while awaiting national guidance.
- Somerset Council has now aligned its work with the new guidance.
- Formal adoption remains planned within the current calendar year.

**Connectivity Strategy**

Key objectives include:

- Establishing long-term transport priorities across Somerset.
- Improving how people and places connect to each other through corridors
- Integrating public transport, active travel and wider transport networks.
- Providing greater clarity regarding long-term infrastructure priorities.
- Ensuring transport choices are available to people without reliance on private cars.
- Improving equity of access to services and opportunities.

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**Consultation**

- A strategic consultation focusing on major movement corridors across Somerset recently closed.
- Response rates were reported as strong.
- Analysis of consultation responses is underway.
- Future engagement will move to more detailed local-level discussions.
- Existing campaign groups and local data will be used to shape future corridor planning.

**5. Strategic Route Mapping Project**

Charles Biscoe provided an update on route mapping work.
Summary:

- Four volunteer mapping champions have worked collaboratively to identify active travel routes across Somerset.
- Routes included are supported by active campaigns.
- Mapping has been created using OpenStreetMap/uMap. LCN Active Travel Group Route Map - uMap - Online map creator
- Information categorises routes as:
    - Existing off-road. ○ Proposed off-road.
    - On-road connections.

Challenges identified:

- Incomplete coverage in parts of Somerset.
- Need for additional route data from campaign groups and LCNs.
- Previous discussions with Somerset Council regarding hosting data on council mapping systems had not progressed.

Somerset Council offered support through the Link Officer network to gather additional route information and fill gaps.

**Key Themes Emerging**

- Strong support for development of Somerset-wide Quiet Lane policy.

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- Continued difficulty securing landowner agreements for rural active travel infrastructure.
- Significant value placed on community-led delivery models.
- Need to communicate long-term strategic transport vision more clearly.
- Desire for greater integration between local campaign groups and Somerset Council planning processes.
- Recognition that active travel and public transport must be planned as connected networks rather than standalone schemes.

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## 6. Actions

**Action Log**

| Action | Lead | Deadline |
|---|---|---|
| Investigate feasibility of using highway verges on Kingston route and identify appropriate officer support. | Natasha Bates | Before next meeting |
| Arrange follow-up discussion/site visit regarding Kingston route options. | Natasha Bates & David Stripp | Before 5 October landowner meeting |
| Circulate links to Rural Active Travel Toolkit and associated training opportunities. | Somerset Council Transport Team | As soon as available |
| Retain cyclist road safety, school cycling programme and SAS presentation on future work programme. | Kate Hellard / Chair | Ongoing |
| Share Transport Connectivity Strategy presentation with members and identify a suitable public access route. | Matthew Prince | After meeting |
| Explore hosting connectivity presentation on Somerset Council website and share access link. | Matthew Prince & Kate Hellard | After meeting |

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| | | |
|---|---|---|
| Continue development of Quiet Lane policy and report progress back to the group. | Alan Muir / Transport Team | Ongoing |
| Provide route information and mapping data for areas currently missing from active travel map. | LCN representatives and campaign groups | Ongoing |
| Coordinate collection of missing route data through Link Officer network. | Kate Hellard | Before next meeting |
| Share details of route mapping requirements (GPX files, route descriptions, classifications) with LCNs. | Charles Biscoe | After meeting |
| **Action** | **Lead** | **Deadline** |
| Pursue engagement with Glastonbury Town Deal and relevant partners to review active travel opportunities in Glastonbury. | Cllr Ros Wyke and partners | Ongoing |
| Present consultation findings and nextstage connectivity planning to a future meeting. | Matthew Prince | Future meeting |

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## 6. Date, time of next meeting

Action: Kate Hellard to organise the date, time and agenda for the next meeting.

*Meeting ended 5.35pm*

MINUTES OF THE COMMITTEE MEETING ON MONDAY 21st SEPTEMBER 2026 AT MULBERRY COURT, BURNHAM-ON-SEA AT 7 PM

Chairman Andy Brewer opened the meeting thanking everyone for coming, Jenny Golding for hosting us and commenting that things seem to be working well in this venue.

Present – Andy Brewer, Dennis Davey, Jenny Golding, Pauline Knight, Penelope Jackson, Gail Norton and Gillian Lyne.

1 Apologies – Lyn Chick.

2 Correspondence

a 21/07/26 & 25/08 Emails from Marlies Heer re dates for next year's visit.

b 27/08 Email from Helen Hurley, Town Council Administrator with (i) the Mayor's apologies for the meeting on 23rd September. He will attend on 25th November, and (ii) Info re the new car access to the Council Offices via Mendip Way (not Jaycroft Road), TA8 1GA or what3words ///dimension. reworked. loved.

c Confirmation that the Grant Application deadline is 2nd October

d The Devon & Somerset Twinning Circle (i) Membership Survey completed and sent 13/08/26. (ii) AGM on Saturday October 17th organised by Clevedon. Jenny Golding, Penelope Jackson and Gillian Lyne will attend.

3 The vote to agree the Minutes of the meeting on 20th July 2026 was unanimous, and they were duly signed and dated by Andy Brewer.

Matters arising

a Visit from Fritzlar Tuesday 6th-Saturday 10th April 2027
With the Grant application deadline on 2nd October, a draft programme was put together.
Tuesday 6th April
Welcome Reception (Mayor, Town Crier)
Wednesday 7th
Family Day. Supper at The Queens Arms, Bleadon or Lympsham Pavilion
Thursday 8th Day Out. After lengthy discussion of suggestions and looking at the website for the Aerospace Museum at Filton, it was decided to research this more fully eg costs for group entry, guided tours, meal options.
Friday 9th – local day with free time in the morning for beach walks, shopping, and an afternoon visit to BARB, before the Farewell Evening. Dennis Davey stressed the need to book the venue eg Batch asap.
Gail Norton suggested offering ideas for Family Day visits to hosts and members looking after guests, from the more "local" destinations we discussed eg Thatchers Cider, Weston Helicopter Museum, and the Strawberry Line, and Andy Brewer advised on how the Grant Application should be completed.

b The next general meeting is on Wednesday 23rd September. Speakers Sue & Phil Thorne – "Dealing with Mishaps in the Home".

c The LocalReach deadline for November is Friday 25th September. Jenny Golding will send copy.

d The next Committee meeting is on Monday 26th October at Mulberry Court at 7pm

e AGM - Wednesday October 28th.
(i) Annual Election of Officers, Committee & President. Deputy Chairman Dennis Davey said he would be very grateful for someone else to take on this role, as he wishes to step down. The current Officers and Committee present agreed to continue unless anyone else was prepared to come forward, and Andy Brewer said he would be looking to hand over to a new Chairman in the future.
(ii) Reports - Chairman, Treasurer.
(iii) After discussion, it was agreed not to pursue the idea of Honorary Membership.

4 Treasurer's Report
Not available.

5 AOB
None

Checklist – Who is tasked with doing what.

Andy Brewer – contact BARB to arrange the visit on Friday 9th April
Penelope Jackson – Lympsham Pavilion re Family Day supper, and list the dates for our meetings in 2027 so that the Church Hall & Speakers can be booked.
Jenny Golding – LocalReach
Gillian Lyne – Email members with info for the meeting on Wednesday 23d September, and notice of the AGM
Contact Lyn re arrangements for the visit (Programme, costs, Farewell Evening, and get supporting documents for the Grant Application.
Complete Grant Application and submit before the October 2nd deadline.
Contact the Town Council re the draft programme for the visit, Welcome Reception (Mayor, Town Crier), and Farewell Evening.

Signed---------- Date----------

# NALC National Network: Super Councils session - 22 September 2026

## Welcome and Introduction

Cllr Paul Harvey, network co-chair, introduced Cllr Mike Rees from Portishead Town Council, who had come forward to serve as the second network co-chair for 2026-27.

Cllr Rees introduced himself and chaired the remainder of the meeting.

## Changes to Proper Practices (presentation attached).

Claire Reed, NALC's proper practices project manager, spoke about changes to proper practices for local councils with income or expenditure up to £15 million. Claire worked alongside the Smaller Authorities Proper Practices Panel (SAPPP), which was responsible for publishing the Practitioners' Guide annually.

This year SAPPP had commissioned the Chartered Institute of Public Finance and Accountancy (CIPFA) to undertake a full rewrite of the Practitioners' Guide. A consultation carried out year found that the existing guide was too long and overwhelming.

As a result, the guidance had now been simplified and the Practitioners' Guide split into two separate documents: The Proper Practices Code for Category 2 Authorities and the Proper Practices Code for Category 2 Authorities Guidance Notes.

Going forward, there would be a requirement for all internal and external audit reports to be reviewed at an open public meeting and published on the authority's website. Authorities would also be required to develop an action plan in response to any issues identified through the audit process. The action plan would then need to be monitored, with progress reported at a subsequent open public meeting.

A new code for internal audit had also been introduced, setting out a number of key requirements. Internal auditors would now be required to formally declare their independence from the authority on an annual basis. External auditors would also expect to see evidence that payment had been made for the internal audit as part of their review of the accounts.

Claire also showed members the new digital Annual Governance and Accountability Return (AGAR) and explained that, once completed, councils would receive a PDF version for their records.

Other proposed changes to the AGAR included recording in-year borrowing on a separate line, while staffing costs would no longer be reported separately. Details of debtors and creditors would also be moved to the front of the form. Subject to approval, the revised AGAR would be introduced from April 2028.

A free training programme would also be launched in September next year to guide councils through the AGAR step by step, covering both the Annual Governance Statement and the Accounting Statements. It would include in-person events across the country, online sessions and recorded sessions.

Members were also encouraged to respond to the further consultation that was currently underway (the deadline for responses is 31 October).

A summary of the discussion relating to this item is as follows:

- At a minimum, the clerk and registered finance officer would need to know about the changes, but the training was open to anyone, including members.
- It would be challenging for a large town council that wanted to become a full audit authority to find an auditor.

Local Government Reorganisation

The policy officer highlighted that, except for Surrey, Local Government Reorganisation was currently on pause. NALC was seeking clarity and certainty from the government and would publish further information on its website as soon as it became available.

**2027 Study Tour and NALC Annual Conference**

The policy officer announced that NALC's 2027 Study Tour would take place on 18 and 19 May 2027 and would be hosted by the current Council of the Year, Oswestry Town Council in Shropshire. The theme of the Study Tour would be 'working together' and there would be 19 paid places available to councillors and officers on a first come, first served basis.

Members were also encouraged to save the date of NALC's 2027 Annual Conference, which would take place in London on 23 June.

Information on how to book onto both events would be available later in the year.

**NALC Star Council Awards**

Members were reminded that they had until Friday evening to submit a nomination to this year's Star Council Awards. (Please note, the deadline for nominations has now passed).

**Open Forum**

- The policy officer informed network members that Annie Child was unable to attend the meeting and would deliver her presentation on external audit at a future meeting.
- Network members were reminded that they could communicate between meetings in the network WhatsApp group.

**Burnham Hospital Stakeholder Group – 30/09/2026 – Councillors Perry and Keen**

A meeting of the Burnham Hospital Stakeholder Group took place on 30th September 2026. Both myself and Cllr Keen attended the meeting.

There have been many changes at Burnham Hospital, following a consultation exercise to hear from the community about the services they felt were needed at the hospital.

We heard from the Matron of Burnham Hospital that in-patient beds have been reduced from 16 to 8.

This has enabled the hospital to develop many different services, such as audiology drop-in clinics and a frailty clinic. There is also provision for ambulatory care to deal with services such as catheter changes, pic lines, blood tests and ECGs. Feedback from patients has been excellent, with 48-67 patients being seen each week.

Discussions about other services, such as chemotherapy, palliative care and immunotherapy, is on-going and it is hoped that these will come on-stream soon.

We also heard that the Minor Injuries Unit was going to continue at the hospital, with staffing provided by Symphony. From 5th October, this will run seven days a week, from 10 am to 6 pm.

**Burnham LCN, Highways working group**
**Woolavington Village Hall**

**Monday 7th September 2026 from 14.15 to 16:15**

**Notes**

| **Attendance** | **Apologies** |
|---|---|
| Alan Sharp – Chair | Mike Facey |
| Richard Young | Ganesh Gudka |
| Robin Leveridge | Sam Matthews |
| Sally Diaz | Margaret Sims |
| Cllr Bob Filmer | Grahan Croucher |
| Sarah Stoodley (SS)(Somerset Council) | Aileen Fletcher (AF)(Somerset Council) |
| Liam Gill (LG)(Somerset Council) | |
| Charlotte Griffiths (LCN link officer) | |
| Gill Keniston-Goble (LCN link officer) | |

1. **Apologies were noted.**

**2. Updates from officers about works affecting the LCN area.**

**2. 1 Highways Maintenance**

**Seasonal maintenance and winter preparations**

Seasonal verge-cutting work was still being completed, while the routine gully-emptying programme was continuing. Highways had also started preparations for the winter service, including dry runs and checks on salt stocks, with a wider winter-service planning meeting due to take place later that week.

**Gullies and drainage**

Members raised concerns following village enhancement survey work in Puriton and Woolavington, where significant amounts of debris had been removed from gullies and some appeared to be blocked. Particular reference was made to Woolavington Hill, Lockswell and High Road.

It was explained that gullies are held on the Highways inventory and scheduled for routine maintenance on one-, two- or four-year cycles. Where crews, members of the public or rainfall events identify possible blockages, further reactive work can be arranged. More intensive measures such as jetting and CCTV investigation are undertaken reactively rather than as part of the routine maintenance cycle.

A completely blocked gully near the no-entry sign at Taps Lane (Woolavington) was highlighted. This was described as a longstanding problem. The maintenance schedule would be checked to establish when the gully had last been attended to and when it was next due, with clearance considered as part of the follow-up.

A separate longstanding drainage issue at Kingsway (Mark) was discussed, where a willow tree root is obstructing the drain. One attempt had already been made to clear

it and a more powerful unit was being arranged for a second attempt. If root cutting proved unsuccessful, excavation and relaying might be necessary.

The gully maintenance programme can be accessed through the Council's online mapping information. However, it does not provide precise work dates because contractors have the financial-year period in which to undertake the relevant maintenance rounds. Somerset Highways Annual Works Map

**Highways responsiveness**

Positive feedback from Lympsham was given about recent Highways performance, particularly the speed at which potholes had been addressed. It was acknowledged that the backlog experienced over the previous winter had been caught up and that future response times would continue to depend on weather conditions and available resources.

**Vegetation affecting SIDs**

Concerns were raised about vegetation obscuring Speed Indicator Devices (SIDs) and other signage in the Lympsham area. Because SIDs move between approved locations, they are not necessarily included in verge-cutting arrangements in the same way as permanent highway signs.

It was agreed that the matter would be discussed by officers with the traffic team, including whether vegetation clearance needs should be considered when SID locations are assessed and approved.

**Repeatedly damaged traffic sign**

A traffic sign near the motorway footpath bridge (Puriton) on the route towards Pawlett Road had repeatedly been knocked over despite having previously been reinstated. A more substantial form of reinstatement would be considered.

**Crancombe Lane (Woolavington)**

The barriers surrounding the manhole at Crancombe Lane were raised again. The problem is connected to a wider land-drainage system and issues further downstream, which can result in the manhole cover lifting during heavy rainfall.

Confirmation is required from Flood Risk Management that the issue has been resolved before the barriers can safely be removed. A further update would therefore be sought.

**Moore Road vehicles**

Concern was raised about a large transporter carrying a yellow van and other vehicles on Moore Road, (Burnham Without). The transporter was reported to have remained there for around six months and was causing concern locally about obstruction and nuisance.

The discussion indicated that options may be limited where vehicles are roadworthy and legally parked and where no parking restrictions apply, although the location would be looked at.

**Surface dressing**

A small section which was not dressed after recent surface-dressing work near an entrance to a storage site was queried. It was explained that areas around entrances that experience heavy traffic may deliberately be excluded because heavy vehicles

turning across fresh surface dressing can disrupt it before the chippings have properly embedded.
The area would continue to be assessed and, should it deteriorate, conventional patch surfacing may ultimately be a more appropriate treatment.

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**2.2 Street Works**
SS, the Street Works Coordinator, outlined her role in coordinating planned highway works to try to avoid significant overlaps between schemes.
**Agratas**
Infrastructure and cable works associated with Agratas were continuing. Works were expected on Enterprise Way before Christmas, with further activity after Christmas affecting the A39, Puriton Hill and Bath Road area. Discussions over this later section were still taking place.
**Coast Road, Burnham-on-Sea**
Bristol Water was considering works on Coast Road. Although information had already been circulated by a prospective contractor, SS emphasised that the contractor had not yet been formally awarded the work.
Engagement had already taken place concerning caravan sites, deliveries and Hinkley Point buses. School transport was identified as an area still requiring attention. Further information would be provided once arrangements became clearer.
**Marine Drive**
Wales & West Utilities was looking to undertake works on Marine Drive(Burnham on Sea), potentially during October. Further information was awaited because the timing needed to take account of carnival, fireworks, Christmas lights and seasonal traffic entering Burnham.
Members also questioned how these works would interact with activity around Edithmead roundabout. Street Works was aware of that scheme, but detailed proposals had not yet been presented to the team. NB the start will need to be co-ordinated with the Agratas work.
**Temporary roadworks signage**
Members again raised the issue of roadworks signs being left behind. It was clarified that some signs which appear redundant may legitimately need to remain because further work is planned.
Members requested better feedback in these circumstances so that local representatives can explain why signs are still present rather than submitting further unnecessary reports. Reports about apparently abandoned signage should be emailed to Street Works for investigation. (streetworks@somerset.gov.uk)

Action – Streetworks to investigate providing detail of signage which is left because of further work and communicating to local parishes.

**Utility reinstatement and quality control**

A detailed discussion took place about the inspection of utility reinstatement works. An example was given where a core sample had identified a defective section of reinstatement, resulting in the contractor returning to replace it.

The question was raised whether failure of an individual sample should prompt inspection or automatic replacement of other reinstatements undertaken by the contractor at around the same time. SS explained that defects can arise because of the way material has been laid or compacted rather than because an entire batch of tarmac is defective. The volume of works means that every individual site cannot be inspected.

Utility reinstatements were described as having a two-year guarantee period. Sites can be visually inspected towards the end of that period, and members were encouraged to report concerns within the guarantee period.

Cracking to a utility trench reinstatement on Vicarage Road (Woolavington) was specifically highlighted. The two-year period expires on 19 December. SS agreed to arrange for an inspector to look at the site and also to ask the relevant inspector about the wider question of what happens when coring identifies a defective reinstatement

Action – to follow up with Streetworks about the query around coring identifying defective reinstatement – what do they do if a sample is found to be defective in respect of all of the other work that a contractor may have undertaken at the same time.

**Urgent/out-of-hours utility work**

Members asked about the arrangements where utilities need to undertake urgent works outside normal office hours. A telecommunications outage was used as an example.

SS clarified that although Street Works does not operate an out-of-hours service to grant permission, utilities can undertake works classed as urgent or immediate. This principle also applies to telecommunications providers, rather than only water, electric or gas emergencies.

**School signage and Traffic Regulation Orders**

A question was raised regarding the enforceability of school-related signage, including white zigzag markings and flashing 20 mph signs.

The discussion established that the specific legal position needs to be checked against the relevant Traffic Regulation Order (TRO). It was suggested that AF be contacted for clarification of the specific arrangements. Members also noted that some school sites have supplementary signs identifying operating hours.

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**2.3 Traffic Development Management**

The agenda recorded that Jon Fellingham would attend the November meeting.

Members were asked to forward questions in advance through Burnham LCN email (burnhamlcn@somerset.gov.uk) , allowing JF advance notice.

One key question identified was how the Council deals with junctions that are already considered over capacity, particularly where additional development or changes to local road priorities could increase pressure further, and what mitigation strategies are available.

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**3. Review of notes from 7 September and outstanding actions**

The notes of the meeting held on 7 September were reviewed and the group worked through outstanding actions.

**Unauthorised roadside signage**

The position on unauthorised signage was discussed at length. The Area Highways Office prioritises removal where signage represents a safety concern. Parish councils may remove unauthorised signs themselves where it is safe to do so.

It was clarified that there is not a written Council protocol covering these unauthorised signs because permission is not given for them to be placed on the highway in the first place. Highways' limited resources mean that non-safety-critical signs are given a lower priority.

Where a parish or town council chooses to remove signs, consistency was stressed. Selective removal of one organisation's signs while leaving similar commercial signs could result in complaints. Members requested written clarification confirming where the delegated authority of parish and town councils is recorded.

**Action – Link officer to email LG to ask for an email response.**

Commercial advertising signs around Burnham roundabouts and verges were also discussed. Members were asked to email details of particular concerns so that these could be investigated.

**Highways reporting system**

Concerns continued about the terminology used by the online reporting system. Members felt that a report described as "closed" should mean that work and relevant updates have been completed, rather than potentially meaning that a case has moved to the appropriate team and another related report remains open.

It was acknowledged that improvements to the reporting system were being considered. The issue could be escalated through Highways management, including a request to determine whether the change sought by the group is included in planned improvements and, if so, the timetable.

**SCITS consultation**

The outstanding action concerning whether Matthew Prince could provide SCITS consultation results specific to the LCN area had not yet been completed because of periods of leave. A reminder about the survey had been circulated.

**Hinkley Point C / Coast Road**

An Hinkley-related meeting had been confirmed for **18 November**.

An update had also been obtained concerning possible deterioration of Coast Road arising from Hinkley Point C workforce buses. The Development Consent Order and Section 106 arrangements contain mechanisms addressing highway impacts

associated with assessed project traffic, but the response indicated difficulties in isolating and quantifying the proportion of deterioration on the wider Somerset road network attributable specifically to Hinkley traffic.
Members continued to express concern about the impact of regular bus movements. It was also reported that where deterioration reaches the point that a repair is required before the project finishes, there is a mechanism for seeking a contribution towards funding. The matter would continue to be raised through the relevant forum.

**Lympsham outstanding reports**

The final outstanding item concerned reference numbers for unresolved Highways cases from Lympsham. These were to be provided where cases remained outstanding so they could be followed up, but the member from Lympsham confirmed that nothing was now outstanding, so the action could be closed.

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**4. Active Travel update**

An update was provided from the recent across Somerset Active Travel meeting. The update covered continuing development of walking and cycling routes, including schemes around Kingston to Taunton, the Grand Western Greenway, Glastonbury, Frome, Cheddar, Axbridge and Wells.
Work was continuing on the Local Transport Plan and connectivity strategy, while analysis following consultation on major transport corridors was underway. Development of a quiet-lane policy was also continuing, including consideration of experimental Traffic Regulation Orders.
The Somerset Rural Active Travel Toolkit had been published, with training planned and community groups encouraged to make use of it. Challenges highlighted by the wider Active Travel discussion included obtaining agreement from multiple landowners, securing funding for feasibility and delivery work and addressing gaps in route-mapping information.

**HWG discussion**

Members questioned what a "quiet lane" would mean in practical terms, including whether it would involve reduced speeds or restrictions on traffic. Concern was expressed that restricting one route could simply divert vehicles elsewhere, potentially transferring rather than resolving a highways issue.

**Action - Link officer to find the definition of a Quiet lane**

Members also questioned whether Active Travel interventions are intended to produce measurable reductions in car journeys or primarily provide additional walking and cycling opportunities. The practicality of replacing car journeys with walking and cycling in rural Somerset was questioned.
The discussion also considered the move in transport planning from "predict and provide" towards "decide and provide". Members raised concerns about whether actual travel behaviour will necessarily follow the intended policy outcome, with parking used as an example of possible unintended consequences.

It was agreed that the relationship between development, overall highway capacity and transport policy would be a useful area to explore further with Jon Fellingham at the November meeting.

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**5. Any Other Business**

No further substantive items were raised under Any Other Business.

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**6. Next meeting**

The next meeting was confirmed for **Monday 23 November 2026, 2.00pm to 4.00pm**. The venue remained to be confirmed.

When the minutes are circulated, members asked that particular attention be drawn to Jon Fellingham's attendance and the opportunity to raise questions. The group also wanted to encourage greater representation from parish and town councils at HWG meetings.

**Somerset Prepared Community Resilience Day – 21/10/2026 – Cllr Sharon Perry**

I attended the above event at Millfield School on 21st October.

Somerset Prepared is a multi-agency partnership that works with communities, businesses and local organisations across Somerset to help people prepare for, respond to and recover from emergencies.

Since the last Conference in 2025, Somerset has experienced flooding from Storm Chandra and had another storm in June that delivered what may be the heaviest ever recorded rainfall in the County. In addition, the summer was dominated by heatwaves and an increasing number of wildfires.

The latest Avon and Somerset Community Risk Register highlights an evolving risk landscape shaped by climate change impacts such as these, as well as infrastructure disruption, cyber threats and public health emergencies. This Register places increased emphasis on a "whole of society" approach to community resilience, recognising that households, businesses and local groups all have a vital role to play in preparing for and responding to emergencies.

The Keynote Speaker was Dr Martin Parham, Lecturer in Disaster Management at the University of Manchester, who gave a thought-provoking talk on working with young people on societal resilience.

There were many workshops to choose from. I attended ones led by the Somerset Council Emergency Planning, Response and Recovery Team on how responders coordinate in the event on an emergency and what to consider when writing a Community Emergency Plan, something that this Town Council must do soon.

I also attended an update on the Somerset Flood Resilience Fund and heard about the competing demands for the recent £50 million given to Somerset by the Government to deliver this work.

However, by far they most illuminating workshop, for me, was led by Dr Parham and involved students from King Alfred's School in Highbridge. These bright, articulate young people gave the audience their views on what skills they felt they needed to be heard and how they wished to be involved in decision making. I shall be following up on this over the coming months.

As well as workshops, there were demonstrations and displays from various voluntary groups, charities and organisations working in this field. For example: a leaflet about what you should include in a "Grab Bag", in case of emergencies ; an illustration of a flood ready home; and a template for drafting an Emergency Plan.

I was also advised that the LCN meeting in January would be hosting a workshop for writing an Emergency Plan, which will be very important for our Town Council to attend.

**Sea Cadets AGM - 22/10/2026 - Councillor Matthews**

On October 1st I attended the Parade and inspection in which all cadets were spoken to by the South West Commander and lavished with praise.

On October 12th I also attended their AGM which was a pleasant occasion although they have asked for volunteers to be Trustees as they are down to one!

The unit has completed a smooth transition from the previous Commander, Dom, to the new one being Cory who made an excellent speech whilst the trophies for individual achievements were presented by the Unit's President.

Burnham-on-Sea & Highbridge TOWN COUNCIL

**Report for Councillors:** **Report on Isleport Grove – A Proposal for a Signal-Controlled Pedestrian Crossing on Mark Road, Highbridge**

**Issued to:** **Town Council – 2nd November 2026**

## 1. Purpose of Report

This proposal requests that Somerset Council urgently undertake a highway safety assessment and develop a signal-controlled pedestrian crossing (Puffin or Pelican Crossing) on Mark Road, Highbridge in the vicinity of the Isleport Lane junction.

The proposal is based on significant road safety concerns identified by local residents, together with the challenging physical characteristics of the location, including restricted visibility, increasing vehicle speeds, the proximity of a motorway bridge, and the absence of any safe crossing facility.

The aim is to improve pedestrian safety, accessibility, and connectivity for residents of the Isleport Grove, a development of 248 houses.

## 2. Background

The Isleport Grove development has created a substantial residential community on the northern side of Mark Road. Residents regularly need to cross Mark Road to access:

- Highbridge town centre
- Public transport links
- Schools and educational facilities
- Medical services
- Employment opportunities
- Shops and local amenities
- Walking and cycling routes

Despite the growth in residential development, there is currently no formal crossing facility near the Isleport Lane junction. There is also no pavement on the northern side of the road. As a result, pedestrians must rely on finding suitable gaps in traffic on a road that carries significant traffic volumes and where motorists are often travelling at increasing speeds.

**Evidence from Residents Consultation**

A recent resident survey identified roads, crossings and road safety as one of the most significant local concerns.

Comments received included:

- "Cannot safely cross the main road."
- "Crossings needed to exit estate."
- "Mark Road visibility is poor and dangerous."
- "Crossing Mark Road is difficult."
- "Zebra crossing or traffic lights needed at entrance."
- "Too dangerous to cross Mark Road."
- "Need safe crossing, reduced speed limit and hedge trimming."
- "Cars leaving roundabout at high speed."
- "Poor visibility when leaving Isleport Grove."
- "Dangerous junction when exiting estate."

The survey also highlighted:

- There is no pavement on one side of Mark Road adjacent to the estate.
- Poor pedestrian connectivity to nearby facilities.
- The need for improved footpath links between Isleport Lane and the roundabout.
- Concerns about speeding traffic and visibility.

The consistency of these responses demonstrates that the perceived danger is not isolated to a small number of residents but is a widespread concern within the community. At a recent meeting with Isleport Grove residents, councillors heard of near-misses involving pedestrians and of a recent motor-cycle accident at this junction.

**Highway Safety Concerns**

**Motorway Bridge Location**

The Isleport Lane junction is situated on the section of Mark Road that crosses the M5 motorway.

This creates a particularly challenging environment for both motorists and pedestrians. The bridge structure and road alignment can affect visibility and reduce the time available for drivers to identify hazards ahead.

Pedestrians waiting to cross have limited confidence in judging approaching traffic, while drivers may have only a relatively short distance in which to identify pedestrians attempting to cross the road.

This is not a typical urban crossing location and presents additional risks that should be considered as part of any highway safety assessment.

**Restricted Visibility**

Vehicles travelling eastbound out of Highbridge approach Isleport Lane from the Walrow Industrial Estate roundabout.

After leaving the roundabout, motorists negotiate a bend in the road before reaching the bridge and the Isleport Lane junction.

This road layout significantly affects visibility because:

•The bend restricts forward sightlines.

•Drivers may not see pedestrians until relatively late.

•Pedestrians can find it difficult to judge approaching traffic speeds.

•Reaction times for both motorists and pedestrians are reduced.

Residents consistently identify poor visibility as a major safety issue at this location.

**Speed Transition and Driver Behaviour**

A particularly important feature of this location is its proximity to the transition between the 30mph speed restriction and the national speed limit section of Mark Road.

As vehicles leave Highbridge, many motorists pass the 30mph terminal signs and begin accelerating (the road speed limit increase to 40mph for a short stretch over the bridge, before returning to 30mph).

In addition, there is no significant road signage to advise motorists that they are passing a large housing estate.

Consequently:

- •Traffic is often increasing speed as it approaches Isleport Lane.
- •Drivers may be more focused on accelerating away from the urban area than anticipating pedestrian movements.
- •Pedestrians may encounter vehicles travelling significantly faster than expected.

The concern is not simply the posted speed limit, but the tendency for vehicles to be actively accelerating on approach to the crossing point.

This greatly reduces acceptable crossing opportunities, particularly for older residents, children and those with mobility impairments.

**Increased Pedestrian Demand**

The Isleport development has significantly increased the number of people needing to cross Mark Road, as they access facilities such as schools and shops.

Without a controlled crossing, these residents must judge traffic gaps on a fast-moving road with limited visibility.

Many residents report avoiding walking journeys entirely because they do not feel safe crossing the road.

**Lack of Crossing Facilities**

Currently there is:

- •No signal-controlled crossing.
- •No zebra crossing.
- •No central pedestrian refuge island.
- •No pedestrian-priority crossing point.
- •Limited pavement provision (there is no path on one side of the road).

•Incomplete pedestrian links to neighbouring facilities.

This leaves residents with few safe options for crossing Mark Road despite the growing residential population.

**Convergence of Highway Risks**

While each of the issues identified above presents a concern in its own right, the greatest issue is that they all occur at the same location.

The junction combines:

•A large residential development generating significant pedestrian demand.

•A junction requiring turning movements.

•A bend in the road.

•Restricted visibility.

•A bridge over the M5 motorway.

•Traffic accelerating from a 30mph area towards 40mph.

•Absence of a formal crossing facility.

•Limited pedestrian infrastructure.

This convergence of risk factors creates a strong case for intervention and warrants a detailed highway safety assessment.

**Proposed Scheme**

The preferred solution is the installation of a signal-controlled Puffin or Pelican Crossing on Mark Road near the Isleport Lane junction.

The crossing should include:

- Traffic Signal Crossing
- Pedestrian-controlled traffic signals.
- Audible crossing indicators.
- Tactile paving.
- Facilities suitable for visually impaired and mobility-impaired users.

Associated Highway Improvements

- Dropped kerbs.
- Improved footway connections.
- Enhanced street lighting.
- Vegetation and hedge management.
- Advance warning signs for motorists.
- High-visibility road markings.

**Additional Measures for Consideration**

As part of the wider scheme Somerset Council should investigate:

•Extending the 30mph speed limit beyond the Isleport Lane junction.

•A SID or something similar, which is permanent.

•A pedestrian route linking Isleport Lane more effectively with nearby facilities and the roundabout.

**Benefits of the Proposal**

**Improved Safety**

•Reduced risk of pedestrian collisions.

•Improved visibility and awareness.

•Safer access for vulnerable road users.

**Better Accessibility**

•Easier access to local amenities and services.

•Improved connectivity for residents without cars.

• Encouragement of Active Travel

•Increased walking and cycling.

•Reduced car dependency.

•Support for local health and environmental objectives.

**Community Integration**

•Better integration of the Isleport development with Highbridge and surrounding communities.

•Improved access to employment, education and public transport.

## 3. Financial Implications

There will be implications on staff time at Burnham-on-Sea Town Council. A financial contribution may be requested from the Town Council if the project proceeds.

## 4. Recommendation

It is recommended that this Town Council sends these findings to Somerset Council and requests that they provide a safe pedestrian crossing on Mark Road by Isleport Estate by: urgently undertaking an assessment of pedestrian crossing provision for Mark Road; reviewing the current speed limit arrangement on this section of Mark Road (paying particular attention to the road layout), and by reviewing the provision of a pathway on the northern side from the estate to the roundabout at Walrow.


Gabriele Paul Car Sales
Car dealer
King Kong Motors
Used car dealer
Highbridge
Recycling Centre
Burnham Bootcamp
Bennett Rd
Mark Rd
Commerce Way
Isleport Ln
Snowdrop Mead
Barley St
Poppy Dr
Daisy Pl
M5
B3139
Offsite Solutions
DLB Fabrications
Layers
Google Maps

At junction of Isleport Lane looking right towards the roundabout on Mark Road, note pavement ends before lamppost.



View from Mark Road looking towards Walrow Roundabout with Isleport turning on right.



View from Walrow Roundabout looking towards motorway bridge on Mark Road. Arrow indicates where Isleport Lane comes out behind the bend on left of road, hidden from view.



Burnham-on-Sea & Highbridge TOWN COUNCIL

**Report for councillors:** **Isleport Grove, Highbridge –Section 106 (S106) monies**

**Issued to:** **Town Council – 2nd November 2026**

## 1. Purpose of Report

To update the Council following the Isleport Grove residents' consultation and to consider recommendations from the Highbridge Regeneration Working Group.

## 2. Background

Following representation by residents at a previous Council meeting requesting a MUGA be erected on the estates and at the request of the Mayor, the Highbridge Regeneration Working Group have been consulting with residents of Isleport Grove with regards to the allocation of the £250,000 S106 monies, now that a Community Hub is not being built on the site.

A survey was distributed to all the properties on the development to ascertain residents' views on local needs and what improvements could be made to the estate to enhance the community infrastructure. 21 surveys were received and a summary of the responses are attached in Appendix A.

Residents were also invited to attend a public meeting, held at Highbridge Community Hall on 15th October 2026, to discuss the survey results and ideas for improvements to the estate. Twenty two residents attended the meeting.

Significant concerns were raised regarding the proposal for the S106 monies to be allocated to a facility off-site and that is located on the opposite side of Highbridge. This had also been raised by several residents attending Town Council meetings earlier this year. The residents unanimously agreed that the S106 funding should be invested in improvements within the Isleport Grove estate. Notes from the meeting are attached in Appendix B.

The Highbridge Regeneration Working Group have reviewed all the feedback and support the residents' views that the S106 monies should be retained for improvements to the Isleport Grove estate. The suggested improvements to the estate include a MUGA, community seating and associated landscaping on the site originally identified for the Community Hub.

Due to the urgency of this matter, the Highbridge Regeneration Working Group have requested a meeting with Somerset Council to discuss this further before the Deed of Variation (DoV) is finalised and signed.

## 3. Recommendation

That the Town Council supports the residents of Isleport Grove estate in requesting that the proposed Deed of Variation for the S106 monies are not allocated to the Morland Hub and that instead the monies are ringfenced for improvements to the Isleport Grove estate.

That the Highbridge Regeneration Working Group members and the Town Clerk are delegated to liaise with Somerset Council and Vistry regarding the Deed of Variation for the allocation of the S106 monies.

The Highbridge Regeneration Working Group, in collaboration with the Estates team, conducted a comprehensive resident survey by dropping questionnaires into all letterboxes at Isleport Grove. The primary objective of this exercise was to capture community feedback regarding local needs, missing infrastructure, and overall satisfaction with the estate.

The completed surveys have been collated, analysed, and sorted into twelve distinct categories, ranging from road safety and play facilities to community spaces and local retail.

## Key Findings & Strongest Themes

**Road Safety & Traffic:** Frequently highlighted as a major concern, with residents citing dangerous junctions, high vehicle speeds, and a critical lack of safe pedestrian crossing points on Mark Road.

**Play & Youth Provision:** Strong demand for expanded play areas, dedicated football spaces, and a Multi-Use Games Area (MUGA) to accommodate older children and teenagers.

**Local Retail & Community Spaces:** Residents expressed a strong desire for a local convenience shop and a community hall/hub, noting that original developer promises regarding amenities remain unfulfilled.

**Infrastructure & Maintenance:** Significant feedback focused on unfinished roads, inadequate footpaths, poor lighting, and general estate maintenance.

## Isleport Grove Resident Survey Comments

**Play Parks, Sports & Youth Facilities:**
Comments relating to play areas, football facilities, MUGA, youth provision and activities for older children.

- Children have nowhere to play ball games.
- Daisy Place too small / unsuitable for football.
- Need a big play park with football goal.
- Children need a safe space to play football.
- Bigger and better play areas.
- Green area suitable for football and basketball.
- Football area and more play equipment.
- Existing play areas only suitable for younger children.
- Decent all-weather play area needed.
- Need a football pitch.
- Children need a bigger place to go.
- Upgraded playgrounds.
- MUGA is a must.
- Older children need somewhere suitable for football.
- MUGA would be incredible for young people.

- Need facilities for Key Stage 2 children and above.
- Toddlers' play areas should remain.
- Youth club would be good.

**2. Roads, Traffic, Crossings & Road Safety**

Comments about speeding, dangerous junctions, visibility, crossings and road conditions.

- Dangerous junction when exiting estate.
- Dangerous narrow pavements and roads.
- Cannot safely cross the main road.
- Roads need finishing.
- Poor visibility when leaving Isleport Grove.
- Continuous path needed to roundabout.
- Zebra/pelican crossing needed.
- Cars leaving roundabout at high speed.
- Crossings needed to exit estate.
- Mark Road visibility is poor and dangerous.
- Crossing Mark Road is difficult.
- Top of Isleport Lane needs improvement.
- Speed bumps on Barley Street
- Zebra crossing or traffic lights needed at entrance (NB on Mark Road)
- Exit from Isleport Grove described as dangerous.
- Too dangerous to cross Mark Road.
- Need safe crossing, reduced speed limit and hedge trimming.
- Cycle routes need definition.
- 30mph speed limit requested.
- More speed bumps requested.
- Parking on pavements causing issues.

**Additional note:** No pavement on Mark Road on the side where the estate is.

**3. Footpaths, Walking & Cycling Infrastructure**

Comments specifically about pedestrian and cycle access.

- Path needed along recycling centre side towards Highbridge.
- Better pathways required.
- Walrow footpath inadequate for buggies.
- No cycle path.
- No right-hand pavement exit (onto Mark Road).
- Path from Isleport Lane to roundabout needed.
- Walrow path very narrow.
- Paths need vegetation clearing.
- Unsafe route between Isleport Lane and Bennett Road.
- Better cycle paths needed.
- Walking access to local facilities difficult.

**4. Community Facilities & Community Hub**
Comments about halls, community spaces and gathering places.
- Need a village hall.
- Community hub or meeting space required.
- Community hall needed.
- Community hall run by volunteers.
- Residents interested in running a smaller hub.
- Community infrastructure lacking.
- Original plans for a "Hub" should be delivered.

**5. Shops & Local Services**
Requests for local retail facilities.
- Estate needs a small shop.
- Not everyone drives.
- Local shop required.
- Tesco-style convenience store suggested.
- Small shop preferred over additional play areas.
- Shop needed.
- Community shop suggested.
- Community shop would reduce travel to Highbridge.
- One factor in moving to estate was promised shop.
- We need a local shop.

**6. Public Transport**
Comments about buses and transport links.
- Bus stop needed on Mark Road.
- Bus stop for school children.
- Bus service to Burnham.
- Improved public transport access.

**7. Bins, Dog Waste & Litter**
Comments about waste management.
- Dog waste bins needed.
- Dog poop bins needed.
- Litter bins needed.
- More bins.
- Bin emptying and upkeep improvements needed.

**8. Lighting & Street Furniture**
Comments about lighting and street infrastructure.

- Poor lighting leaving Isleport Grove.
- Lights not working at Isleport Road junction.
- Missing lamp posts.
- Additional lighting needed on routes and cycle paths.

**9. Estate Maintenance & Landscaping**

Comments regarding maintenance and appearance.

- Re-tarmac private road entrances.
- Roads unfinished.
- Better communication on estate works.
- Trees, bushes and grass need cutting back.
- Maintenance fees paid but areas not maintained.
- Large weeds in communal areas.
- Gardens at Nightingale Close need tidying.
- Estate completion delays.
- Infrastructure promised but not delivered.

**10. Anti-Social Behaviour & Community Safety**

Comments about ASB, vandalism and behaviour concerns.

- Daisy Place already experiences ASB and vandalism.
- Concerns about caravans occupying green space.
- Concerns about people drinking/drug use near Station Road.
- Better enforcement of tenancy rules.
- How will ASB around play areas be controlled?
- Children causing vandalism and nuisance.
- Eggs thrown at homes.
- Cycling dangerously in front of cars.
- General disrespectful behaviour and vandalism.

**11. Planning, Funding & Developer Commitments**

Comments regarding promises, funding and delivery of facilities.

- Development budget should be spent within Isleport Grove.
- Funding should not be diverted elsewhere.
- Homes purchased based on original promises.
- Concerns regarding Vistry commitments.
- Facilities originally promised should be delivered.
- Residents feel infrastructure obligations have not been met.

**12. Miscellaneous / Other**

- Five-mile walks a day for schools.
- Questions about future use of green spaces.

**Main Comments and conclusion from Meeting with Residents of Isleport Grove, Highbridge, on the 15th Oct at Highbridge Community Hall**

Present: 22 Residents, Cllr. B Vickers, Cllr. M. Murphy, Cllr. A Hendry, Cllr. S. Perry

**Summary of Residents' Comments** (n.b . See residents' comments below)

The residents' meeting clearly demonstrated strong support for the use of Section 106 funding to address two key priorities within the Isleport Grove estate and its surrounding area. As one resident told us. "We are trying to build a community. It will be a travesty if S106 money doesn't go to the estate."

Firstly, residents consistently raised concerns regarding road safety on Mark Road, which they regard as the principal route serving the development. Particular issues identified included excessive vehicle speeds, limited visibility on bends, difficulties for vehicles exiting the estate, unsafe pedestrian crossing points, inadequate footway provision, poor connectivity to Highbridge and Walrow, and a perceived lack of traffic calming measures. Residents highlighted that these concerns affect both adults and children and create barriers to safely accessing local services and amenities.

Secondly, there was overwhelming agreement that existing recreational facilities do not adequately cater for older children and young people aged 9-13 years. Residents expressed a strong preference for investment in facilities that encourage active recreation and community engagement, with significant support for a Multi-Use Games Area (MUGA), associated seating, and improved community green space. Many residents felt that such facilities would help reduce antisocial behaviour, provide positive opportunities for young people, and strengthen community cohesion within the estate.

**EXAMPLES OF RESIDENTS COMMENTS**

**Resident:** Dangerous coming out of the turning for the estate onto Mark Road for cars and pedestrians. Vehicle come around a blind corner out of 30mph speeding.

There has already been a motorbike incident. Speed limit in wrong place on Mark Road.

No warning signs of change.

There is no safe access into Highbridge, pedestrian pathway is only on the far side of Mark Road, but the road is unsafe for crossing.

LAPS only one or two pieces of equipment, and not suitable for older children.

Suggested Gym trail.

Backs MUGA

**Resident** : Surprised there is no wider path. Need to maintain pathway/grass verge, and hedge, leading down to Walrow ( remember no proper pavement on the side leading to Walrow) .

**Resident**: Bus stop not in use, a bus service is needed ( the slinky service was suggested for some resident that cannot access the shops).

**Resident**: live opposite the proposed park (LEAP) there is a need for a MUGA or Green space.

Current provision doesn't cater for older children 9-13 years old.

Traffic speeding down Mark Road, some traffic lights needed.

Safety within the estate needs looking at ( speed bumps maybe). There are a lot of children playing out and cycling around the estate.

**Resident**: Lots of Anti-Social Behaviour.

Don't believe it is spreading children around.

Paths are not maintained for dog walking.

Trees needed along the motorway ( nb the estate is right against the motorway, see map).

**Resident**: MUGA will go along way to counteract antisocial behaviour.

The estate needs more dog poo bins.

**Resident**: Agrees with MUGA.

Doesn't think a gym trail will get used.

Safety: Mark Road needs a path going round into the estate, (on North side) from the roundabout, maybe traffic lights.

Pathways need to be lit .

If a green space is put in (where the community Hall was supposed to go) who will maintain it? If it is the same people that are currently responsible, maintenance is poor. The weeds are 0.5m high. (residents already paying a maintenance charge) . Landscaping not being maintained now.

**Resident**: Trying to build a community. It will be a travesty if the S106 money doesn't go to the estate.

**Resident:**. A MUGA and seating area needed.

**Resident**: in favour of MUGA and also speed bumps.

Shop would be nice (possibility of community shop in future discussed eg container from Hinkley).

Football pitch would be good.

If there is a building a toilet would be good.

Community Garden.

DEVON & SOMERSET FIRE & RESCUE SERVICE

Service Headquarters
The Knowle
Clyst St George
Exeter
Devon
EX3 0NW

Sent by email

Date: 6 October 2026
Contact: Consultation and Engagement team
Telephone: [redacted]
Email: [redacted]
Website: www.dsfire.gov.uk

Dear Partner,

**REFERENCE: CONSULTATION ON HOW WE ASSESS AND MANAGE RISK IN OUR COMMUNITIES**

I hope you are well. I am writing to seek your opinion on our five-year strategic plan for Devon and Somerset Fire and Rescue Service, our draft Community Risk Management Plan.

This plan is a strategic review of the risks that we might face now and in the future. It also considers what actions we need to put in place to mitigate these risks to our communities.

Earlier in the year, we undertook an engagement exercise where we heard from more than 1,000 people as to the risks that they feel we ought to consider and also invited their views as to the role of the fire and rescue service and our focus moving forward. We have incorporated the feedback into our draft plan.

We plan to continue to put people at the centre of our prevention, protection, response and community resilience work, tailoring our services for those most at risk. In developing this plan, we have also considered new and future risks that could affect our services, communities and staff.

Please let us know your views on our draft Community Risk Management Plan, which will run from April 2027 until 2032.

You can let us know your views by filling in the online survey, found on our website, which will remain open until 9am on Monday 4 January 2027. If you or colleagues would prefer to respond in another format or have a further conversation about the

draft plan, please get in touch through the consultation and engagement team. I would be most grateful if you could arrange for this to be completed, please.

We want to hear from a range of people across Devon and Somerset to make sure we're aligning our future plans with the risks in the communities we serve, so please share across your networks.

Thank you in advance for your assistance in helping us continue to provide a fire and rescue service which is focused on preventing incidents from happening but also one able to respond effectively to emergencies when required.

Kind regards,



Gavin Ellis PGDip, MBA
**Chief Fire Officer**

Weymouth Town Council Sustainable Communities Act Dependants' Carers' Allowance updated proposal

Weymouth Town Council has confirmed that it will be requesting re-submission of an amended Dependants' Carers' Allowance proposal to the Government in the next few months. Currently principal authorities have the right to make payments using this allowance to their councillors to assist them to part pay for childcare and dependants' care while those councillors attend council business such as council meetings. This same right is not currently given to parish and town councils. Back in August Weymouth Town Council (WTC) spoke to the NALC Policy Committee who were incredibly supportive and NALC Officers have advised us and guided us on the way forward. On 2nd September this year Weymouth Town Council formally agreed to appeal the government's decision (from April 2026) that this right should not be granted to parish and town councils) and the council is grateful for NALC's backing in supporting it in that. WTC is currently surveying its residents and NALC have recently surveyed all councils. The results from the WTC survey will form part of the submission from Weymouth Town Council to NALC, with a view to NALC resubmitting the proposal in December 2026. Today we are asking for your help in righting this inequality and we want to ask you to write to your MP to highlight this issue and to say that you support the forthcoming appeal. Some suggested text is contained in the attached letter template for you to fill in and send to your local MPs.

Burnham-on-Sea & Highbridge TOWN COUNCIL

The Old Courthouse
Jaycroft Road, Burnham-on-Sea, Somerset TA8 1LE
01278 788088
info@burnham-highbridge-tc.gov.uk
www.burnham-highbridge-tc.gov.uk

The date

The address

Dear Sir Ashley Fox,

I am writing from Burnham-on-Sea & Highbridge Town Council to ask you to support an important matter being raised by Parish and Town Councils in England.

Back in 2019 Weymouth Town Council submitted a challenge to the government under the Sustainable Communities Act 2007 regarding the ability of Parish and Town Councils in England to be able to pay dependents care expenses for Councillors when attending Council meetings.

Currently principal authorities have the right to make payments using this allowance to their Councillors to assist them to part pay for childcare and dependent's care while those Councillors carry out official council business such as council meetings. This same right is not currently given to parish and town councils in England, although it is in Wales.

Earlier this year the government responded to Weymouth Town Council saying that MHCLG had decided not to take forward changes to right this inequality.

Weymouth Town Council will be appealing this decision and will be requesting re-submission of an amended Dependents' Carers' Allowance proposal to the Government in the next few months. The change being asked for is that Parish and Town Councils in England are given the ability to pay carer's expenses, not a duty to, so it will not be compulsory.

Burnham-on-Sea & Highbridge Town Council want you to support the forthcoming appeal for two main reasons:

- To ensure that carers in England are no longer disadvantaged in this way. There is no reason for carers in England to be singled out for this disadvantage and that this omission from the audit regulations represents an inequality under the Equalities Act 2000. While not having their own specific protected characteristic, carers are covered by equalities legislation regarding employment, service provision, and education, prohibiting unfair treatment or "discrimination by association".
- To remove this barrier to civic participation, to ensure a diverse range of candidates are able to stand for election to make sure our most local councils reflect our communities.

Thank you for taking the time to read this letter and I hope you feel able to support our sector in this vital area of work.

Yours sincerely

Name of sender

Good morning,

We act for the trustees of the above charity and are looking for two Nominative Trustees to be appointed by the Town Council as per clause 6. of the attached Charity Commission document, the previous Nominative Trustee, Mrs. Louise Parkin having moved out of the area. The current trustees are the Vicar of St. Andrew's Church and two Co-Optative Trustees, Mr. Bruce Poole and Mr. Peter Burridge-Clayton.

Please find attached:

1. Charity Commission document dated 17th April 1984 which is the governing document of the Trust. Please note that only the parts of this document relating to the Burnham Charity are relevant.
2. The latest Statement of Account for the charity to 31st December 2025, from which you will note that there was £7,547.24 in a designated deposit account with Barclays as at 31st December 2025. Since then, further interest has been received and there is currently £8,137.52 in the account.
3. Minutes of the latest meeting of the charity trustees on 23rd October 2017. Clearly, a trustees' meeting is long overdue and one is taking place tomorrow, 6th October 2026 at 10.00 a.m. at our office. We appreciate that this will be too soon for any Nominative Trustees to be appointed but hopefully they can be appointed in time for the next Trustees' Meeting.
4. The annual Return to the Charity Commission for the year to 31st December 2025.

We trust that the above together with attachments is of assistance and look forward to hearing from you in due course regarding the appointment of two Nominative Trustees.

Kind regards.

**Richard Williams**

**Partner**

MERRYWEATHER
WILLIAMS
SOLICITORS

# Burnham-on-Sea & Highbridge Town Council

## Notice of conclusion of audit

### Annual Governance & Accountability Return for the year ended 31 March 2026

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Section 16 of the Accounts and Audit Regulations 2015 (SI 2015/234)

| | Notes |
|---|---|
| 1. The audit of accounts for **Burnham-on-Sea & Highbridge Town Council** for the year ended 31 March 2026 has been completed and the accounts have been published. | This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. **This must include publication on the smaller authority's website.** The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years. |
| 2. The Annual Governance & Accountability Return including the auditor's certificate and opinion is available for inspection and copying by any local government elector of the area of **Burnham-on-Sea & Highbridge Town Council** on application to: | |
| (a) Nicole Brookes - Responsible Finance Officer<br>Burnham-on-Sea & Highbridge Town Council<br>Jaycroft Road, Burnham-on-Sea<br>Somerset, TA8 1LE | (a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR |
| (b) Mondays 9am - 4pm<br>Wednesdays 9am - 4pm<br>Thursdays 9am - 4pm | (b) Insert the hours during which inspection rights may be exercised |
| 3. Copies will be provided to any local government elector of the area on payment of £0.60 (c) for each copy of the Annual Governance & Accountability Return. | (c) Insert a reasonable sum for copying costs |
| Announcement made by: (d) Nicole Brookes | (d) Insert the name and position of person placing the notice |
| Date of announcement: (e) 29/09/26 | (e) Insert the date of placing of the notice |

## Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

BURNHAM-ON-SEA & HIGHBRIDGE TOWN COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2026, that:

| | Agreed | | 'Yes' means that this authority |
|---|---|---|---|
| | Yes | No* | |
| 1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements. | ✓ | | prepared its accounting statements in accordance with the Accounts and Audit Regulations. |
| 2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness. | ✓ | | made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge. |
| 3. We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances. | ✓ | | has only done what it has the legal power to do and has complied with Proper Practices in doing so. |
| 4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations. | ✓ | | during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts. |
| 5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required. | ✓ | | considered and documented the financial and other risks it faces and dealt with them properly. |
| 6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems. | ✓ | | arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority. |
| 7. We took appropriate action on all matters raised in reports from internal and external audit. | ✓ | | responded to matters brought to its attention by internal and external audit. |
| 8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements. | ✓ | | disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant. |
| **9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.** | Yes | No | N/A — has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts. |
| | | | ✓ |
| 10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review. | ✓ | | has made suitable arrangements for its IT and data management and has complied with proper practices in doing so. |

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

29/06/2026

and recorded as minute reference:

741.0.T26

Signed by the Chair and Clerk of the meeting where approval was given:

Chair [redacted]

Clerk [redacted]

https://burnham-highbridge-tc.gov.uk

## Section 2 – Accounting Statements 2025/26 for

BURNHAM-ON-SEA & HIGHBRIDGE TOWN COUNCIL

| | Year ending | | Notes and guidance |
|---|---|---|---|
| | 31 March 2025 £ | 31 March 2026 £ | *Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures **must** agree to underlying financial records.* |
| **1.** Balances brought forward | 1,105,473 | 1,375,556 | *Total balances and reserves at the beginning of the year as recorded in the financial records. Value **must** agree to Box 7 of previous year.* |
| **2.** (+) Precept or Rates and Levies | 952,901 | 1,324,115 | *Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.* |
| **3.** (+) Total other receipts | 386,732 | 270,634 | *Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.* |
| **4.** (-) Staff costs | 543,725 | 602,312 | *Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.* |
| **5.** (-) Loan interest/capital repayments | 0 | 0 | *Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).* |
| **6.** (-) All other payments | 525,825 | 591,417 | *Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).* |
| **7.** (=) Balances carried forward | 1,375,556 | 1,776,576 | *Total balances and reserves at the end of the year. **must** equal (1+2+3) - (4+5+6).* |
| **8.** Total value of cash and short term investments | 1,452,047 | 1,868,739 | *The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – **To agree with bank reconciliation.*** |
| **9.** Total fixed assets plus long term investments and assets | 966,084 | 1,014,312 | *The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.* |
| **10.** Total borrowings | 0 | 0 | *The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).* |

| For Local Councils Only | Yes | No | |
|---|---|---|---|
| **11** Do the figures in the accounting statements above exclude any trust transactions? | ✓ | ~~✓~~ | *For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.* |

NB / [redacted]

I certify that for the year ended 31 March 2026 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

**Signed by Responsible Financial Officer before being presented to the authority for approval.**

SIGNATURE REQUIRED

Date 14/05/2026

I confirm that these Accounting Statements were approved by this authority on this date:

29/06/2026

as recorded in minute reference:

742.0.T26

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

# Section 3 – External Auditor's Report and Certificate 2025/26

In respect of **Burnham-on-Sea & Highbridge Town Council – SO0045**

## 1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2026; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

## 2 External auditor's limited assurance opinion 2025/26

Except for matters reported below on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Section 1, Assertion 10 has been incorrectly completed. Information received from the internal auditor highlights that the smaller authority did not have an appropriate data protection policy in place during the year under review and was not fully compliant with GDPR and accessibility requirements. As a result, this assertion should have been answered 'No'.

Other matters not affecting our opinion which we draw to the attention of the authority:

.

The AGAR was not accurately completed before submission for review. The AGAR has been amended.

## 3 External auditor certificate 2025/26

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2026.

External Auditor Name

**PKF LITTLEJOHN LLP**

External Auditor Signature PKF Littlejohn LLP Date 24/09/2026

Burnham-on-Sea & Highbridge TOWN COUNCIL

**Report for councillors:** **Trees Outside Woodland Project**

**Issued to:** **Town Council – 2nd November 2026**

## 1. Purpose of Report

To request support for the Trees Outside Woodland Project.

## 2. Background

To coincide with the Tree Equity Project, a funding opportunity became available for tree, hedgerows and orchard establishment projects in the 2026/2027 planting season.
An application was made for £18,000 in conjunction with Somerset Council, Burnham and Highbridge Green Team, the Woodland Trust and Our Highbridge. The application was successful and the project is being led by Somerset Council.

Trees and hedgerows will be planted at seven Somerset Council sites in the area, which will include 89 well established trees that will be planted by contractors.

Four community tree planting events have been arranged for Friday 27th November at Winchester Park, Friday 4th December at The Bay Club, Saturday 5th December at Apex Park and Friday 11th December at Coleridge Garden Park, where whip trees and hedgerows will be planted.

## 3. Financial Implications

The Town Council have already approved a contribution for £2,000 from Community Infrastructure Levy (CIL) monies. There will be no further monetary costs, however, staff time is required to undertake the watering. A contribution of £500 will be made to the Town Council towards the costs of the maintenance.

## 4. Recommendation

For the Council to agree to participate in the project by undertaking the watering during April and September and some light maintenance work. Areas to be agreed by the Estates Manager.

Burnham-on-Sea & Highbridge TOWN COUNCIL

**Report for councillors:** **To receive feedback from the showing of the People's Emergency Briefing Film and to agree any actions**

**Issued to:** **Town Council – 2nd November 2026**

## 1. Purpose of Report

To receive feedback from the showing of the People's Emergency Briefing Film.

## 2. Background

The Town Council hosted a showing of the People's Emergency Briefing Film at the Princess Theatre and Arts Centre on 6th July 2026.

The showing was attended by approximately 50 people. Attendees were encouraged to participate in a discussion after the film and a panel including Councillor Lesley Millard, Dr Bel Deering from Somerset Rivers Authority and Steve Mewes from Somerset Wildlife Trust were on hand to respond to questions.

Concerns were raised regarding planning, building on the green belt and flooding. There was much disappointment that the MP was unable to attend and that there were no representatives from Somerset Council present.

The discussion included a lot of positivity and people felt the film had encouraged them that everyone can make a difference.

## 3. Recommendation

That the Council agrees to write to the MP to join the Parliamentary Call for a televised briefing introduced by the PM and delivered by independent experts.

Burnham-on-Sea & Highbridge TOWN COUNCIL

| | |
|---|---|
| **Report for councillors:** | **Update on Biodiversity Actions** |
| **Issued to:** | **Town Council - 2nd November 2026** |

## 1. Purpose of Report

To provide the Council with an update on actions being processed since the adoption of the Biodiversity Policy in January 2026

## 2. Update to Model Action Plan

| SITE / OBJECTIVE | ACTION | OUTCOME | TARGET (Years) |
|---|---|---|---|
| Whole council area | Raise local awareness of biodiversity | Gain local support for action | Ongoing |
| Protect and support biodiversity | Encourage suitable planting to support biodiversity | Connect & diversify habitats to meet the needs of a variety of wildlife species | The Council are working with Somerset Council, The Woodland Trust, Burnham & Highbridge Green Team and Our Highbridge in a tree planting scheme |
| Cemeteries | Additional planting | Increased diversity of habitats and food sources | |

| | | | |
|---|---|---|---|
| | Maintain and renew bird boxes as required | | Bird boxes and bat boxes have been installed |
| | Adopt a plan to support wildlife and diversity whilst maintaining the site in a way which enables visitors to experience quiet and calm Remembrance | Increased cover for invertebrates, reptiles, amphibians and small mammals | Areas in Brent Road and Westfield Cemeteries were left for No Mow May |
| | Leave leaf litter and dead vegetation wherever possible as a habitat for invertebrates | Encouraging insects particularly butterflies and bees | |
| Recreation grounds | Sympathetically maintain hedging | Food sources and cover | Areas yet to be transferred from Somerset Council |
| | Leave some areas unmown | Encourages insects | |
| | Only use environment friendly pesticides where absolutely necessary and only in ideal weather conditions | Sustain and enhance natural habitats | |
| Common/other open spaces | Adopt a management plan | Sustain and enhance natural habitats | |
| | Encourage residents to remove litter and pick up after their dogs | Protecting habitats | Community litter picks are held quarterly<br>A dog fouling awareness session was held in July 2026 |
| | Work with the Somerset Council on verge management, favouring biodiversity but noting which areas may need cutting for highway safety | Protecting/enhancing habitats<br><br>Regular attention | |
| | Encourage residents to adopt areas to look after, making it clear what is expected e.g. | | |

| | | | |
|---|---|---|---|
| | peat free compost and no chemicals | | |
| The built landscape | Ensure that planning consultations are considered against the requirements of the Neighbourhood Plan | Protecting/enhancing habitats | |
| | Encourage hedgehog/small animal Extending habitats | | |
| | Highways with permeable boundaries | | |
| Increase community awareness of biodiversity | Ask residents for their views on what they would like to be done to conserve biodiversity within the parish | Engagement/ownership of biodiversity | |
| | Raise awareness of the importance of gardens as habitats for wildlife | Promote biodiversity | |
| | Create a page on the council website for photographs/information/links | Promote biodiversity | |
| | Encourage local farmers to contribute | Promote biodiversity | |
| | Provide seed bombs/bulbs etc. for residents' use | Extending habitats | |
| | Discourage floodlighting | Protect nocturnal animals | Being considered as part of planning applications |
| Support Community Projects | Support hedge/tree planting in any appropriate areas | Extending habitats | Please see comments under Protect and support biodiversity section |
| | Consider events and offer volunteering opportunities to support biodiversity, working with local organisations | Promote biodiversity | Community Tree planting days arranged in November and December |



# Burnham-on-Sea and Highbridge Town Council Strategic Plan 2023-2027



# Introduction

This Strategic plan takes as its starting point documents produced by the Town Council in recent years. The Neighbourhood Plan was adopted in 2018. The Burnham Evolution Bid was partially successful and contains ideas that can be taken forward this year by the Burnham High St Task Force Group utilising the £50,000 put aside for this purpose by Sedgemoor DC. The Highbridge Regeneration Bid to the Levelling Up Fund, written by Sedgemoor District Council, was sadly unsuccessful in 2022 but was part of the wider Regeneration Framework for the development of Highbridge which was adopted by Sedgemoor DC as a planning document and will be taken up by Somerset Council.

In addition, it takes note of relevant SDC documents such as the Local Plan and supporting background material where these are relevant to the two towns. However, it is not intended that this plan should be limited to what is in these documents but represents a 4-year programme of actions to be taken by the Town Council, which, as well as taking forward ideas in these documents also include others which have been discussed.

It has become clear that the financial constraints of the new Unitary Authority has resulted in a devolution of services from the Authority to the Town Council. This Town Council will continue to put itself at the heart of our community and respond to the needs of our residents, taking the opportunity to ensure devolved services meet the specific needs of our towns. We will continue to focus our work around the Vision and Mission Statement.

## Vision

**‘At the heart of our community’**

**Mission Statement:**

We will:

- Celebrate our uniqueness.
- Optimise the economic performance of our towns
- Create a sense of place: a place where people want to live and choose to spend their time.
- Maximise the potential of existing assets and resources.
- Become a vibrant coastal destination.
- Promote a more sustainable and greener lifestyle for all



Reviewed and updated at Council on 30th October 2023, 27th February 2024, 20th January 2025, 14th April 2025, 11th November 2025, 3rd March 2026, 29th June 2026

**Strategic Aims for 2023-27**

**We will aim to:**

1. **Develop an efficient, transparent council at the heart of our community representing the needs of our residents and improving access to services**

   Success criteria:

   - The staff team and councillors have the right IT and other tools to work effectively
   - There is improved communication across the council and towns
   - Committee structures and meeting diaries are appropriate to the council's priorities
   - The public are able to raise concerns with councillors in suitable forums
   - Information about the council and its activities is available both online and in print to maximise reach
   - Good governance, fiscal responsibility and the habits of a good employer are embedded in the council
   - The Council is positively engaged in LCNs in the new Unitary authority

2. **Develop the cultural and economic well-being of our towns by drawing on the Highbridge Regeneration Plan and involving other stakeholders.**

   Success criteria:

   - The increased number of local residents using local businesses day to day
   - The towns are connected to sources of employment and business opportunity
   - Open public spaces in the town centres provide a place for people to enjoy
   - Community facilities and events are used to their maximum potential
   - There is good public and active transport connections which allow people to reach places for work and leisure
   - The town centres continue to be full of independent shops where people spend money in local businesses
   - A Strategic Plan is in place for the development of the Princess Theatre and surrounding area

3. **Princess Street is a cultural and civic hub attracting residents and visitors alike. Create a greener and sustainable future for our towns by working with interested stakeholders**

Success criteria:

The Council has:

- Enabled the community to work towards a net-zero target for 2030
- Ensured its operations are on the route to becoming net zero by 2030
- A plan to help adapt to the worst impacts of climate changes
- Encouraged a healthy lifestyle that makes the most of natural assets
- The community benefits from locally sourced food and renewable energy
- There is increased biodiversity in our green and blue (water) spaces
- The sea front has several activities and attractions to make it a destination for visitors

4. **Enhance the well-being of our residents**

Success criteria:

- Both towns provide a wide variety of opportunities for sport, leisure and cultural activities for all ages
- There is a well-informed directory of support groups available in the towns, both online and in print
- Community groups are encouraged to identify need, and find creative ways to support people

Strategic Aim 1: To develop an efficient, transparent council at the heart of our community, representing the needs of our residents and improving access to services.

| Action | Lead Councillor/ Officer/ Committee | Timescale Year 1/2/3/4 | Review of action taken |
|---|---|---|---|
| Review the IT systems including:<br>• Better website platform | Cllr Baker/ Town Clerk/ Deputy Town Clerk | By the end of Year 1 (April 2024) | Some improvements have been made to the website. Regularly being updated.<br>Microsoft 35 was installed at the end of January 2025 and is working well. |
| • Web access for meeting papers | | | Councillors have a shared portal for accessing meeting papers. |
| • Improve email/ Office systems | | | IT, Cyber Security and Email Policy was approved at Council in December 2025 and updated in August 2026. |
| • Bring your own device policy for councillors | | | Laptops were issued to Councillors in July/August 2026, as required.<br>Ongoing |

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| Improve communication of meetings and consultations:<br>• Better website platform | Chair/ Town Clerk/ Cllr Perry | By the end of Year 2 (April 2025) | Meeting dates published in Local Reach in September.<br>The website is currently being reviewed with the proposal to get quotes for an updated site. |
| • Find best practice and explore further use of social media to promote the Town Council | | | |
| • Review the visibility and use of noticeboards | | | Noticeboards have been refurbished. One has been removed as requested by the property owner. |
| • Distribute information to the library and community hubs | | | |
| • Councillor drop-in sessions to be set up twice a year | | | Councillor drop-in session held on 13th January 2026 and 17th September 2026. |

| | | | |
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| • Ensure residents know the pathways for raising their concerns | | | |
| • Explore ways of increasing community use of our website | | | |
| • Ensure the financial reporting system is delivering transparency and control | | By the end of Year 1 then continuously until the end of Year 4 | Relaunch of the accounting system for 2024/25 ensures the accounts are easier for councillors and the public to understand.<br>More financial information is provided at Council and Committee meetings. |
| • Continuously review procurement practices to ensure value for money as per audit regulations | Chair of Finance/ RFO/ Town Clerk | | Improved financial processes have been established and recognised by auditors.<br>Ongoing |
| • To reconfigure the Old Courthouse to | Town Clerk/Assets and Amenities | Plan April 2025 | Costings report received January 2026. |

| | | | |
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| become an effective and useful building for all that use it for now and in the future | | Changes April 2026 | Further options being considered and a report will be presented to Council in due course.<br>Ongoing |
| • Review committee structures annually and have a rolling programme of policy review to ensure the fiscal duties of the council are fulfilled | Town Council | Annually | Core governance documents are reviewed annually and considered at Council in May.<br>Ongoing annually.<br>Other policies are being updated on a rolling programme. |
| Achieve the Local Council Award run by NALC. Apply for Quality then Gold. | Chair of Council and Town Clerk | Achieve the Quality by Year 3 and be working towards Gold by Year 4. | Registration for silver level has been made (equivalent to previous Quality).<br>Application is being progressed, although has been delayed due to other priority work commitments.<br>Ongoing |
| To continue to work with LCNs | Council Representative and Council | | We now have representation on the Highways Task Group. Both groups |

| | | | |
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| | | | are working effectively to network and share knowledge and experience.<br><br>The Youth Group has been absorbed within the Community Breakfast. It is no longer part of the LCN. |

| Strategic Aim 2: To develop the cultural and economic well-being of our towns by drawing on the Highbridge Regeneration Plan including other stakeholders | | | |
|---|---|---|---|
| **Action** | **Lead Councillor/ Officer/ Committee** | **Timescale Year 1/2/3/4** | **Review of action taken** |
| Develop a sustainable business plan for the Princess Theatre.<br>• Use the independent advisors report to explore options available | Asset & Amenities Committee/ Officers | | Business Plan was adopted by Assets & Amenities Committee in August 2025 and actions are being implemented by the Theatre Manager. |
| • Consult with the community on future plans | | | |
| • Present a report to the Town Council with fully costed recommendations for the future of the theatre | | | |
| Improve our Burnham town centre and as a Town Council we will;<br>• Explore car parking provision | Working group continues to work collaboratively with Better BOS which also includes residents and business groups | Working group to develop plans and take action through years 2-4 | The working group received a workshop from the High Street Taskforce which delivered information and background and supported the formation of Better BoS as a |

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| | | | placemaking partnership.<br>Better BoS has been wound up. |
| • Pedestrianisation: Improve the space available for pedestrians | | | Development of plans is ongoing. |
| • Stimulate the High St growth | | | |
| • Review disabled access to the High St | | | |
| • Events to stimulate footfall | | | |
| • Explore other ideas to enhance the seafront | | | |
| Develop Highbridge Town Centre;<br>• To ask Somerset Council to trial first hour free parking at Bank Street Car Park | Town Council/Somerset<br>Highbridge Regeneration Working Group | Year 4 | Working Group have made the request to Somerset Council. Somerset have refused a trial of 1 free hour, but suggest B&HTC consider funding free car parking in the run up to Christmas in 2027. They are going to update and |

| | | | |
|---|---|---|---|
| | | | improve signage for the carpark. |
| • To send a letter to Somerset Council to encourage EV parking facilities at the car park | Town Council/Somerset | Year 4 | Somerset Transport Unit has confirmed in correspondence that Bank Street and Oxford Street car parks have been prioritised for LEVI funded EV charger programme.<br>Other nominated sites have been submitted to Somerset Council |
| • Explore the possibility of a BT portal-charge points for phones and a payphone for emergencies by contacting BT and ascertain interest | Town Council | Year 4 | BT are reviewing the possibility of installing a Hub near the Community Centre. |
| • Ask Somerset Council to investigate the development of the derelict houses by the YMCA to see if it could be used as a nursery school/family unit | Town Council | Year 4 | Somerset Council has now given permission for the cottages to be demolished and plans have been |

| | | | |
|---|---|---|---|
| | | | submitted by the YMCA to build 8 flats and a children's nursery.<br>There will also be parking spaces.<br>The cottages have now been demolished. |
| • Support Our Highbridge by giving them advice as they work with Somerset Council on possibility of taking over the lease of St John's Ambulance building | Town Council | Work to be completed during Year 2-4 | Our Highbridge has taken over the lease and may be approaching the Town Council for funding. |
| • Continue to support Highbridge Community Hall by giving advice | Town Council | | Support has been provided as needed. |
| • Support the use of the Millennium Green for community use - adverts on our website | | Work to be completed during Year 2-4 | Request made to Somerset Council asking for charges to be reduced, which was rejected. |

| | | | |
|---|---|---|---|
| • Review the feasibility study for repurpose of the old station building | Town Council, Somerset Council, Network Rail and GWR | Work to be completed during Year 2-4<br><br>Reviewed | Proved not feasible to go ahead and pursue this. |
| • Continue to work with GWR to encourage signage to direct passengers to the east platform and better access for the disabled | Town Council, Somerset Council, Network Rail and GWR | Work to be completed during Year 2-4 | GWR Community Fund has been awarded to install improved signing to improve access for all, around the station and streets in Highbridge. This will be installed by June 2026 and is being led by Somerset Council.<br><br>A Business Plan to seek government support for step free access at the station is being developed.<br><br>Signs delayed, now August 2026. Sir Ashley Fox is working at government level to |

| | | | |
|---|---|---|---|
| | | | improve access at the station. |
| Councillors invited to attend the walkabouts on Poplar and Morlands Estates when possible | Highbridge Councillors | To be arranged | Ongoing – Dates provided to Councillors. |
| To put in process to develop and review Neighbourhood Plan | Town Council/Community Group | Start 2026-27 | |

| Strategic Aim 3: Create a greener and sustainable future for our towns | | | |
|---|---|---|---|
| **Action** | **Lead Councillor/ Officer/ Committee** | **Timescale Year 1/2/3/4** | **Review of action taken** |
| To work towards a net zero carbon for 2030 | | | Monies included in 2026/27 budget. |
| To continue to review the TC working practices and contracts to reflect this aim | Town Clerk/ Officers/F&G Committee/Assets and Amenities Committee | 1-4 | Working Group set up to review practices |
| Create a plan to adapt to climate change | Town Clerk/ Officers/Council | By Year 4 | Councillors appointed onto a Working Group to produce Emergency Plan. |
| Town Council to work to build climate resilience for both towns | | | |
| Encourage a healthy lifestyle that makes the most of natural assets<br>• Ensure all the towns green spaces are well maintained and encourage residents to make full use of them | Town Clerk and Officers/ Assets and Amenities Committee<br>Town Clerk/Officers/Growing Group | By Year 3 | Growing Group has been very effective in planting and helping to maintain various flowerbeds. |
| • Encourage greater wildlife diversity in our green and blue spaces | Working Group | | Biodiversity policy adopted by the Council in |

| | | | |
|---|---|---|---|
| | | | January 2026. Actions being progressed.<br><br>Council agreed to apply for funding from Hinkley Point Community Fund in partnership with Somerset Council and the Woodland Trust. Application will be submitted in August 2026. |
| • To prioritise and implement actions suggested by LCWIP | Cllr Gudka | | Cllr Gudka now represents the Council and the LCN on the Active Travel Steering Group. He is working with that body to prioritise locations to implement improvements proposed in the LCWIP. |
| Encourage the provision of locally sourced food and renewable energy<br><br>• Encourage local producers to give their excess food to the community | Town Clerk and Officers | By Year 4 | Forge Rhyne Allotments give their excess food to the foodbank. |
| • Provide information about renewable energy on the website and signpost people to providers | | By Year 3 | |

| | | | |
|---|---|---|---|
| Explore ways of ensuring that the seafront has a variety of activities and attractions to attract visitors<br><br>• Continue to plant sustainable plants to give all year round displays | Town Clerk and Officers/ Assets and Amenities Committee/ Growing Group | Year 1-4 | Growing Group continues to assist the Estates Team in maintaining these flower beds. |
| • Explore ways of making the seafront more attractive with a variety of activities, including events such as the fireworks | | | Fireworks event held in November. |

| Strategic Aim 4: To enhance the well-being of our residents | | | |
|---|---|---|---|
| **Action** | **Lead Councillor/ Officer/ Committee** | **Timescale Year 1/2/3/4** | **Review of action taken** |
| The Town Council will use the devolution of services to take control of green spaces, play parks and local environment. | Town Council | | TC took over the maintenance of the agreed flowerbeds in 2025. |
| Will ensure the environment around Burnham and Highbridge is clean, welcoming and a pleasure to walk around | | | Litter picks have taken place each year and are scheduled quarterly for 2026. |
| To ensure that well-being is kept in mind whilst delivering the Climate and Ecology Action Plan.<br>• Use the Energy strand to support residents to reduce their energy use. | Climate and Ecology Working Group | Years 1-4 | This is now being driven by the Burnham and Highbridge Green Team CIO.<br>See reports given to TC |

| | | | |
|---|---|---|---|
| • Use the Sustainability strand to encourage reuse, reduce, recycle and repair | | | |
| • Use the Transport strand to encourage active transport choice (walking, cycling) | | | |
| • Use the Ecology strand to enhance, protect and encourage the active use of our green and blue (water) spaces. | | | |
| Redesign a cost of living support tool on the website. Publicise this on all media platforms. Ensure people at the Information Centres for Somerset Council are aware of it and support its use. | Cllr Vickers and Cllr Gudka | Review by April 25 | Information provided on website and updated on an ongoing basis. |

| | | | |
|---|---|---|---|
| • Use the Energy Information Hubs to give individual face to face support | | Needs an update 2026. New team required to update information and simplify | Burnham and Weston Energy are continuing to provide individual support to residents to reduce their energy bills. |
| Create a working group to Identify all support groups in the town, then create a directory | Working Group (to be decided) and Cllr Metcalfe | By April 26 | |
| • Publicise via social media/website/ print then circulate to community areas. | Possible to adapt and update a lot of material we already have on the cost of living page and add to this. See above | Update bulk by August 2026 and invite other groups to provide information as an ongoing process | Cost of Living pages already contain a lot of information regarding support groups in Highbridge and Burnham-on-Sea. |

| | | | |
|---|---|---|---|
| • Also work with Sport Groups to show where they operate and what they offer. Publicise as above. | | | |
| • Encourage new groups to grow and develop by supporting through grant applications. | | | |
| To produce an emergency plan to assist residents during emergencies and to consider further plans e.g. flood plan | Town Clerk/ Officers/Councillors | Year 3 | Working Group appointed and a plan has been drafted. Letters have been sent to organisations identified for shelters to ask for their permission to be included in the plan. Currently on hold.<br><br>There was a showing of the National Emergency Briefing film in July 2026, which was well attended. |

**Appendix**

These were actions that were originally identified in the original Strategic Plan and have now been completed.

| **Strategic Aim 1:** | |
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| **Action** | **What the Council have done** |
| Review the IT systems including:<br>• Web access for meeting papers | A VSM Portal is being used for Councillors' access to meeting papers. Meeting papers are published on the website. |
| Continue Drop-in sessions before each Town Council meeting | Due to poor attendance, it was agreed at Council in May 2024 to cancel the drop-in sessions. |
| Improve communication of meetings and consultations: | Information regarding Council activities and events are being distributed to more outlets e.g. Morland Hub, The Waffle Hub, Tesco's etc.<br>The Council's Facebook page was relaunched in February 2024. |
| Review committee structures annually and have a rolling programme of policy review to ensure the fiscal duties of the council are fulfilled | Changes to the Committee structure were approved by Council in May 2024. |

| **Strategic Aim 2:** | |
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| Develop a sustainable business plan for the Princess Theatre.<br>• Use the independent advisors report to explore options available<br>• Consult with the community on future plans<br>Present a report to the Town Council with fully costed recommendations for the future of the theatre. | New Theatre Manager recruited in September.<br>Working Group now established and setting out an Action Plan. |
| Resolve the play park situation and then explore other ideas to enhance the sea front.<br>Present a report to TC with recommendations that are costed. Seek funding to complete the project. | Permission for the play area to be installed on the seafront was not granted by Somerset Council.<br>The project is now closed. |
| Reform the working group to develop plans for Burnham Centre using the High St Taskforce initiative.<br>Report to be presented to TC with recommendations for further action. Funding to be sought where necessary. | Town Board has been established and were rebranded as Better BOS. They have set their Terms of Reference and are working on an Action Plan.<br>Better BOS are applying to be established as a CIC. |

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| Reform Highbridge Regeneration Group to rework the levelling up bid plans. Group to include stakeholders.<br>• Highbridge Station travel plan- ensure pedestrian access from the Brue Farm estate. Cycle link from Highbridge to Burnham.<br>• Bank St car park- gather data to enable exploration of car park charging regime and use of space.<br>• Review alternative sources of funding or a renewal bid. | Terms of Reference and membership was agreed in November 24.<br>A meeting has taken place with GWR to pursue the development of the station premises and travel plan.<br>The new working group is now established with many representatives from the community involved. They are in the process of creating a 3-year Action Plan. Nick Tait is providing support from Somerset Council. The Action Plan will go to the Town Council for ratification by July 24.<br>The Working Group has now completed the Action Plan and will be bringing to the September meeting of the Town Council. |
| **Strategic Aim 4:** | |
| Develop the provision of green and blue spaces for public use. | Already in another section Group, Town Council, Somerset Council |
| To ensure that well-being is kept in mind whilst delivering the Climate and Ecology Action Plan. Use the energy strand to support residents to reduce their energy use.<br>Use the Sustainability strand to encourage reuse, reduce, recycle and repair.<br>Use the Transport strand to encourage active transport choice (walking, cycling). | The CE Working Group has taken the following action:<br>• Weston Solar Energy are completing energy audits on private and community buildings.<br>• We now have 2 Repair Cafes, one in each town.<br>• Some businesses have signed up for the City to Sea Refill Scheme to reduce single use plastic.<br>• The Bus Users Group has now met with the new Leadership Team at First Bus and Cllr Mike Rigby of Somerset Council. They have established a communication link with the Operations Manager of Buses of Somerset. |

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| Use the Ecology strand to enhance, protect and encourage the active use of our green and blue (water) spaces. | • Somerset Wildlife Trust and Our Highbridge continue to develop ideas to enhance the Brue Green Pathway.<br>• The Growing Group is now working with Burnham in Bloom and Clean Surroundings to improve our planting scheme.<br>The Working Group is now seeking to become a CIC to open up opportunities for applying for grants. The Group will still deliver the Action Plan for the Town Council.<br>There are 4 Town Councillors involved in the group.<br>The Working Group has now applied to become a CIO. We are awaiting the response. |