

## Minehead Area Panel

Wednesday, 26th June, 2019,  
6.30 pm

The Hub - Hopcott Road, Minehead

### Agenda

1. **Welcome, Introductions and Apologies**
2. **Have Your Say - Community Issues/Concerns**
3. **Highway Trees and Engineering Projects – Karin Harwood, Service Manager –Engineering Programmes, Somerset County Council**
4. **Minutes of the Meeting held on 13 March 2019 and Matters Arising** (Pages 3 - 12)
5. **Minehead Coastal Communities Team – An update** (Pages 13 - 16)
6. **Minehead Development Trust – An update**
7. **Minehead BID** (Pages 17 - 20)
8. **Police Report**
9. **Highway Matters** (Pages 21 - 22)
10. **Burning Issues (Devon & Somerset Fire & Rescue Service)** (Pages 23 - 24)
11. **Town Council Update** (Pages 25 - 26)
12. **District Council Update** (Pages 27 - 30)
13. **County Council Update**
14. **Any Other Business** (Pages 31 - 32)
15. **Future meetings**
  - Wednesday, 11 September in The Dunkery Room, The Old Hospital, The Avenue, Minehead at 6.30pm
  - Thursday, 12 December – venue TBA
  - Wednesday, 18 March 2020 – venue TBA
16. **Minutes of the Meeting held on 26 June 2019** (Pages 33 - 40)



**Minehead Area Panel**

**Notes of Meeting held on 13 March 2019**  
**In The Hub, Hopcott Road, Minehead**

**Present:**

Cllr Jean Parbrook (Chair)	Minehead Town Council and West Somerset Council
Cllr Mandy Chilcott	Somerset County Council and West Somerset Council
Cllr Andrew Hadley	West Somerset Council
Cllr Nicole Hawkins	West Somerset Council
Cllr Benet Allen	West Somerset Council
Cllr Sandra Slade	Minehead Town Council
Cllr Maureen Smith	Minehead Town Council and WSCLT and TMA
Cllr Paul Bolton	Minehead Town Council
Cllr Andrew Parbrook	Minehead Town Council
PCSO Katherine Williams	Avon & Somerset Police
Sharon Baker (Partnership Officer)	Avon & Somerset Police
Ray Tew	Minehead Development Trust/Regal Theatre
Marcus Kravis	The Arkade
D Fizz	Resident
Craig Palmer	Resident
Mimi Palmer	Resident
Sandra Davidson	Resident
Pete Broom	Resident
R Caddy	Resident
Colin Isherwood	Resident
H Compton	Observer
Susan Stapleton	Resident
Bridget O'Brien	Resident
Barbara Seacombe	Resident
Paul Johnson	Resident/Conservation Society
Mrs R Lawson	Resident
Martin Wilsher	Resident
Sam Murrell	West Somerset Council
Sarah Wilsher	West Somerset Council

**1. Welcome, Introduction and Apologies**

Jean Parbrook welcomed everyone to the meeting.

Apologies for absence were received from Beccy Brown (West Somerset Council), Stephen Brown (Resident), Cllr Steven Heard (Minehead Town Council), Chris Jones (Devon and Somerset Fire & Rescue Service), Cllr Christine Lawrence (Somerset County Council), Lewis Lintern (MATA/The Avenue Methodist Church), Katrina Midgeley (Engage and MCCT)

**2. Have Your Say – Community Issues/Concerns**

Issues for Have Your Say, were as follows:

- (a) *Mimi Palmer asked what was happening about the tree stumps in the town which were about 4ft high:* David Peake and Mandy Chilcott explained that trees were generally only removed when they were dead or dangerous and that it was considered safer to leave the stumps at a standard height of about 4ft high as they were then visible; lower stumps could more easily become a trip hazard. Removal of the whole tree and roots would be difficult and

expensive due to the services (electricity cables, etc.) being underground and as such the trees could not be easily replaced.

Maureen Smith stated that a complex tree plan existed for trees on Town Council land, which was available for viewing in the Town Council offices.

It was agreed to invite a Somerset County Council Officer responsible for trees to a future meeting.

**ACTION: Sarah to invite an SCC officer responsible for trees to a future Minehead Area Panel meeting.**

Jean added that the trees were originally planted along The Avenue to make the avenue resemble the Champs Elysees.

(b) Maureen Smith advised that Minehead and West Somerset Plastic Free Communities were holding a Launch Event at the Beach Hotel on Sunday, 17 March from 2pm to 4pm. Also the AGM of the West Somerset Community Land Trust (CLT) was to be held at Williton Pavilion on Wednesday, 20 March at 7pm, with a speaker from Wessex CLT.

(c) *Pete Broom said that the Department of Transport were requesting that Highway Authorities make plans to ease congestion and asked what Somerset County Council (SCC) were doing:* Jean Parbrook advised that SCC would be undertaking parking reviews within Somerset and that Minehead would be one of the first areas to be looked at. WSC's Task and Finish Group had looked at car parking in West Somerset. A partnership between District, County and Town Councils would enable a better flow of traffic through the town and parking in the car parks, particularly if charges were lowered, would help to reduce on-street parking. Andy Hadley promoted the Shoppers Permit - £40 pa to park for two hours at a time in North Road, Alexandra Road and Quay West car parks.

*Pete Broom clarified that he wished to know if there were any plans to build a by-pass between Williton and Minehead.* David Peake advised that SCC worked with other organisations to put schemes together for tendering for Government funding. Yeovil and Bridgwater were being looked at at the current time. There were no plans to build a by-pass in West Somerset.

(d) *Benet Allen asked if there was any chance of the railway being opened between Minehead and Taunton?* Mandy Chilcott informed that SCC leased the land to the railway but did not run the railway. The running of trains between Minehead and Taunton was an ongoing issue. Andy Hadley advised that there was a pilot to run day tripper trains between Taunton and Minehead, with the change to heritage trains at Bishops Lydeard.

(e) Marcus Kravis reported that there was a parking area behind the Arkade which regularly flooded due to sand blocking the drains between Morrisons and the seafront. The issue had been ongoing for four years as no-one knew who owned the drains in the area. Andy Hadley offered to take up the issue with Asset Management at the District Council.

**ACTION: Andy Hadley to talk to Asset Management at the District Council regarding drain ownership**

Paul Johnson complained that there were debris and leaves in storm drains in some parts of Minehead, such as Alexandra Road. David Peake explained that the revenue budget for maintenance and repair works was dwindling fast and Highways could only afford to undertake a clear-out of existing drains on

a four year cycle. In contrast money for new projects, such as drainage installations, could be obtained from external sources when the opportunities arose.

Andy Hadley explained that the drains near the seafront were not able to deal with sand and the District Council were looking into alternative drainage solutions. It was a budgetary issue.

Mandy Chilcott stated that urban drain gully cleaning had been removed from the SCC budget but subsequently money had been found so this work had been reinstated.

Andrew Parbrook added that the type of sand and the possible solutions had been discussed in the past with The Environment Agency.

- (f) *Mimi Palmer asked for the cost of the refurbishment of the shelters.* This information was not available at the meeting and Andy Hadley said he would find out.

***ACTION: Cllr Andy Hadley to find out the cost of the refurbishment of the shelters on the seafront.***

### **3. Annual Magna Report – Tony Murray, Housing Director, Magna**

Tony Murray spoke to his report which had been previously circulated (see attached), as follows:

The average Magna rent was about £95 per week (excluding service charges) which was about 60% of the market rent. There were 2,000 homes in West Somerset including about 550 in Minehead and Alcombe (including sheltered and extra care housing). They were let through Somerset Homefinder. There was a high housing demand in Minehead in particular and not enough supply to meet the demand. Magna's 5-year strategy was to provide 600 new homes by 2021, which would be a mix of social rent and shared ownership. Forty homes for social rent were proposed to be erected on West Somerset Council land at Seaward Way and were currently going through planning. It was hoped to start building on site in the Summer.

Magna performed very well as a housing association in terms of collecting rent, leasing properties and improving housing stock. During 2018/19 a sheltered housing review was undertaken. The age range of those living in sheltered housing was 60 to 100 years, increasingly with older people of over 80 years of age and those with long-term illness and disability. More choice and flexibility was wanted with no increase in service charges and a greater staff presence on the ground. As a result of the review, an alarm only option was being piloted for residents who do not require the full sheltered housing service. More staff were being made available for sheltered housing and volunteer co-ordinators were to bring in agencies to run events for the older people, such as flexercise, craft sessions, Age Concern, which reduce social isolation. Every new empty property in sheltered housing was to have a modern wet room. Currently tenants were given a paint voucher so that they could organise their own decorating, however, some occupants could not manage this so painting/decorating would be undertaken by Magna in the future.

Extra care housing was provided at Silvermead in Alcombe, which was a flexible alternative to residential care.

In 2018 Magna looked at under-occupation. They talked to 700 residents in larger properties to see if they wanted to move to smaller homes. The wishes of

the occupants were respected, but some people did choose to downsize or move to sheltered housing.

After Tony's presentation, questions were raised from meeting, as follows:

Nicole Hawkins said that she was aware of homes being unfurnished with no carpets, noisy neighbours, and older people feeling trapped and wishing to move to sheltered housing but not knowing how as they did not use the internet. Tony advised that Magna worked with agencies such as the Advice Bureau and Engage to help people find furniture, etc. He and Nicole to talk further about the issues after the meeting.

Tony added that a new post of Community Safety Officer for West Somerset had recently been appointed to deal with neighbour issues, work with the police, etc.

West Somerset Council's Housing Options Team and Magna officers could help people if they were struggling to register on Homefinder, and Katherine Williams told the meeting that Homefinder help could be obtained at the Talking Café in the Beach Hotel on Mondays from 10.30am to 1pm. The Talking Café was facilitated by Somerset Community Council and brought together a number of agencies to provide assistance and advice to residents. A Talking Café was also held in Williton and Dulverton.

Maureen Smith also knew of people who had found it difficult to register on Homefinder. Tony said that he chaired the Board of Somerset Homefinder and they were looking at making the process simpler and at busting the myths that surrounded the system.

Jean thanked Tony for an informative and interesting presentation.

#### **4. Minehead Business Improvement District – Graham Sizer, Chairman, BID**

Graham reported that a Business Improvement District (BID) was a designated area of the town where retail predominated, and in Minehead's case it was The Avenue, The Parade and the offshoot retail roads, the seafront and Seaward Way. All 245 businesses in this area had agreed to pay a small levy based on the size of their business into a kitty. This was then spent on projects in the town that they felt deserved to be invested in. £100K a year would be levied for the next five years to spend on this work.

The aim was to make Minehead attractive for residents and visitors and vibrant for retailers. BIDs could not take over Council services like toilets but could enhance existing services. All information about the BID could be found on the Minehead BID website.

One of the BID's spending themes was Public Realm. This Spring BID was working with Minehead Town Council to provide more hanging baskets in the town. Minehead Town Council already planted and maintained some very attractive displays in the town centre. BID would, over the years, tackle some of the other areas. Toward this end forty extra brackets had recently been installed and the baskets would go up in late May. They would look a little different to the conventional ones, and whereas Council baskets needed watering every day and only last a couple of years, the BIDs would only need watering once a week and would last 15 years, providing value for money for BID members. In the long-term these baskets would mean a 50% saving and it was hoped that the Town Council would adopt similar baskets next year, which would save public money.

Another joint project that worked well was the cost sharing of new electric cabling to The Parade that helped get back Minehead's brighter Christmas Lights. The

Avenue tree lights were a Chamber of Commerce initiative. However, the circuit breakers that County Highways insisted be used inside their lampposts were not fit for purpose and they kept cutting out. This was most unfortunate as the globes were a well-liked feature, but they had to be taken down for insurance reasons until the RCD sensitivity had been sorted. They had been tested and were fine and safely stored, and it was hoped that the BID may finance their return.

More brackets would be installed down The Avenue during the Summer to hold flags and baskets, and later in the year, Christmas trees. Complementing this it was hoped to install bunting.

BID also spent money on events. Last November BID financed much of the entertainment over the Lights Switch-On event weekend in November. On May Day this year BID would add a little colour to Wellington Square. Along with the Hobby Horse and Morris Men, there would be a Shanty Band and school maypole dancing. This would be a low-key affair but it was hoped that, if enjoyed, it would become an annual event.

The following week in May a Steam Punk Festival would descend on the town, taking over the Regal Theatre and the Old Hospital and maybe other venues. This again was a pilot event. It had developed year on year in other towns around the Country and it was hoped that it could take off in Minehead too

BID would be financially backing the Town Centre Cycle races again in June. 200 extra cyclists were expected. It had gained National status and because of great planning there would be four National Junior Races hosted early evening on the Saturday. This would bring extra families from all over the Country into the town and further put Minehead on the map. Gaps between races on the Saturday would mean that other things could take place on the course as well.

In October there would be a BID sponsored town-wide Eat Festival filling The Avenue and The Parade, and BID were working with the Railway to spread their Vintage weekend, that Watchet locked on to last year, to help develop this as an area event of real substance. Then BID would be helping to enhance the Christmas weekend once again. Other events were also in the pipeline.

A highly qualified BID manager had been installed and he was organising the BID in a very efficient way, together with business owners who voluntarily devoted many hours to doing the BID spade work. The BID operated on minimal overheads with no office or vehicle costs due to BID businesses providing time and space.

There were over 330 BIDs nationwide. They did their best to draw in match funding to supplement their annual income. Minehead's annual levy receipts would be £100,000 but already in their first 8 months £19,000 had been secured in match funding on the projects they had initiated. The overall objective was to keep the High Street clean, colourful and lively and be a nice place to visit and spend time in. It was hoped that the BID's actions and initiatives would be endorsed and supported by all.

## **5. Police Report**

Sharon Baker reported that for the period of 1 January to 13 March 2019, a period of 10 weeks, 525 calls had been made to the control room in Portishead in relation to incidents across Minehead. Increasingly contact was made via the internet, through numerous social media accounts and by email to local officers. Of these 205 of the phone calls received were passed to the team to deal with which led to 129 criminal offences being recorded.

During this ten weeks Minehead Police had dealt with the following recorded incidents and offences:

- Missing people 13 (3 adults, 10 persons under 18). All located safe and well.
- Arrests 28 (8 voluntary attenders).
- Assault 39 (Anti social behaviour (ASB) – 21, common assault – 16, assault police – 2).
- Theft offences 17 (shop theft – 5, making off without payment – 3, theft from M/V – 3, theft of M/V – 1, theft other – 9).
- Drug offences 5 (possession – 4, intent to supply – 1).
- Burglary 14 (dwelling burglaries – 8, commercial burglaries – 6).
- Criminal damage 19
- ASB 46
- Public order 23
- Concern for safety 6
- Cruelty/neglect of children 1
- Harassment 2
- Malicious communications 9

### **Stop and Search**

A total of five persons had been stopped and searched by officers during this report period under Section 23 Misuse of Drugs Act. This led to two of these people receiving police cautions for possession type offences.

### **Community Speed Watch**

Motorists who speed through residential neighbourhoods were very often unaware of the impact their actions could have on local residents, or the danger they pose to other road users and pedestrians and this was something the Police were working with communities to address. Community SpeedWatch was a partnership between the Community, the Police and Local Authorities. Each scheme was operated by a group of local residents who were willing to volunteer a small amount of time each week to monitor speeds with speed detection equipment. A Community SpeedWatch could be set up in any village, small town, or urban area, governed by either a 20, 30 or 40 miles per hour speed limit. Vehicles observed speeding, would be sent a warning letter along with advice to help change their driving behaviour. Further action would be taken by the police against persistent and high end speed offenders as well as targeting individual locations. The Police were really keen to get Community Speedwatch schemes up and running in Minehead. For those interested in setting one up, to help with a speeding concern in their community, full information could be found on the Force website or members of the public could approach or contact any member of the local Police Team.

### **Neighbourhood Watch (NHW)**

Neighbourhood Watch was all about neighbours coming together to have a say about the issues that matter most to them in their communities. The Police had been committed to supporting Neighbourhood Watch throughout the force since its introduction in 1982. There were many benefits to being part of a Neighbourhood Watch scheme:

1. It shows that members of a community are looking out for each other.
2. It keeps people up to date with what is going on in their area.
3. Working closely with the police, helps to prevent and tackle crime.
4. Money can be saved on home insurance.



The Neighbourhood Police Team were currently striving to rejuvenate all existing NHW schemes across Minehead and West Somerset and were very much focusing on identifying areas where new schemes could be implemented. The Beat Managers had been tasked with making personal contact with all existing NHW coordinators to improve working relationships and communication and later this year it was hoped to organise events that would bring the current coordinators and any new coordinators together to further build on the links between local officers and their communities.

In addition, PCSO Katherine Williams was looking at setting up the Drugs Bus Initiative for the town, which was an educational double decker bus with staff that engage with young people and provide substance misuse information.

The mini-police was an in-school project that worked with Year 5 children, learning about the roles of the Police family. It was hoped to introduce this in the September 2019 term if not before.

Paul Johnson asked how long it would take to get a police officer to an incident at a local school located close to Minehead police station. Katherine explained that the police were out where they needed to be. 101 or 999 should be called and the Police HQ at Portishead would determine the importance of the call and cascade it to relevant teams in the area. The case would be given a code and allocated to a police officer. The response time depended on the nature of the call and the level of information provided to risk assess the call. Each call was different and looked at on an individual basis.

Paul Bolton stated that he was familiar with response times of over 38 minutes for night crime, which he considered unacceptable. He had written to the Police and Crime Commissioner about it. Katherine advised that police officers had raised such issues and were gathering evidence of need. Education played a large part in reducing such crime.

Marcus asked if there were any statistics on drink driving in the area. Katherine advised that PC Sam Donati's Facebook page gave details of incidents involving drink driving and poor/reckless driving.

Katherine emphasised that crime needed to be reported to the Police not just posted on social media, such as the Minehead Conversation Group on Facebook. Information on incidents could be given confidentially through Crimestoppers.

## **6. Minutes of the Meeting held on 5 December 2018**

The minutes were agreed as an accurate record of the meeting.

### **Matters Arising**

*Item 2(d) – Sandra Slade had expressed concern with the treatment of recycling bins in Hayfield Road. With the school at one end and the children's centre at the other, there was much double parking. When the bins were emptied however, they were just returned to the pavement in an ad-hoc fashion, causing problems for pedestrians, particularly prams/pushchairs and wheelchairs and in windy weather easily became a traffic hazard on the road. She asked if the bins could please be returned to their respective homes: Jean had taken the issue up with the West Somerset Waste Partnership Group. Sandra advised that the situation had been much improved of late. However, recently her caddy had been emptied and not returned to her house. It had been left at a neighbouring property. Fortunately, she was at home at the time and thus able to ask the refuse/recycling collector of its whereabouts otherwise she may have needed to*

request a new one from the Council, wasting time and money for all. Jean said she would raise this at the next meeting of the Somerset Waste Partnership.

**ACTION: Jean Parbrook to raise the issue of emptied bins/caddies not being returned to the correct properties at the next meeting of the Somerset Waste Partnership.**

*Item 2(g) - Colin Isherwood had asked whether there was any response from Butlins regarding whether a residents pass for cinema use only could be set up, following the promise of Butlins employees to look into this at the Minehead Area Panel meeting in June 2018. Sarah advised that she had emailed John Whybrow at Butlins, but had not received a response. She would continue to try and make contact.*

**ACTION: Sarah to continue to follow up with Butlins whether a residents pass for cinema use only could be set up.**

*Item 2(h) Colin Isherwood had requested clarification on the traffic movement figures for 2017 as given in the minutes of the September 2018 meeting. David Peake advised that the figures were daily averages. The A39 at the Ellicombe roundabout was the third busiest stretch of County road in Somerset.*

*Item 3 - Paul Johnson had reported overhanging branches obscuring the left hand pole of traffic lights at Dunster Steep. David advised that trimming of the branches/tree would be undertaken to resolve the issue.*

Maureen Smith reported that the residents in the Manor Road area expressed their thanks to Councillors for all their efforts to ensure that the required works were carried out to de-silt the brook at the 'Sheep dip'.

## **7. Minehead Development Trust – An Update**

Ray Tew reported that there had been a footfall of 30,000 through the doors of the Minehead Information Centre. A new Centre manager had been appointed in February, but volunteers were needed for the Centre and for the Guided Walk Ambassador Scheme. Tourism newsletters were going out financed through the Hinkley Tourism Action Partnership. The Information Centre was moving to Summer opening hours.

The first Minehead Literary Festival would be held at The Avenue Methodist Church Hall on 27 April 2019. Further details could be found at:  
<https://www.mineheadliteraryfestival.org/>

## **8. Highway Matters**

David Peake reported the following:

### **Completed Highway Works:**

- Footway patching in Townsend Road, Minehead.
- Footway patching in Cher, Minehead.
- Footway patching in Marshfield Road, Minehead.

### **Ongoing Highway Works:**

- Carriageway resurfacing on the A39 Bridgwater Road at East Quantoxhead with temporary road closures between 6.30pm and 7am on 7, 8 and 11 March.

### **Future Highway Works:**

- Drainage improvement works and carriageway resurfacing on the A358 Taunton Road at Sampford Brett with a temporary road closure between 18 and 31 March. For further details go to: <https://www.travelsomerset.co.uk/sampford-brett/>
- Carriageway patching on the A39 Minehead Road between Court Place Lane in Withycombe and Bilbrook with a temporary road closure between 6.30pm and 7am on 3 April.
- Carriageway resurfacing on the A39 Bridgwater Road in Holford with temporary road closures between 6.30pm and 7am from 23 and 28 April (five nights).
- Carriageway resurfacing on the A358 Taunton Road at West Bagborough with a temporary road closure between 6.30pm and 7am in late April (one night).

David confirmed that the buses would still be running with the road closure at Sampford Brett and would take a diversion route via Raleghs Cross between Tropiquaria and Bishops Lydeard. It was noted that this would extend the journey by about 15 minutes.

David advised that the drainage works at Bilbrook which had been planned for November 2018 had been put on hold, but the work was still needed. Public support for this to happen was welcomed.

Andy Hadley stated that the lane from Hopcott Road to the car park at Hopcott was a very busy route and there were many potholes. David advised that it was a public bridleway so the Rights of Way team at Somerset County Council were looking at it from a right of way perspective.

Marcus asked if there were any plans to improve the road surface of Irnham Road. David advised that there was a four year rolling programme for such works and so it would be done within this cycle.

### **9. Minehead Coastal Community Team – An Update**

A written report had been circulated in advance of the meeting (see attached). Andy Hadley reported that the Eastern Esplanade works for the seafront had started. This included landscaping, raised seating areas, lighting and play areas, etc. Plans of the proposed works would be displayed on the fencing around the site. A press release had been sent to the West Somerset Free Press for publication on Friday, 15 March and details had been posted on Facebook and the MCCT website -<https://mineheadcct.co.uk/> The works were due to finish by 31 May 2019. Andy further confirmed that the big wheel would not be returning.

### **10. Burning Issues**

A written report had been circulated in advance of the meeting (see attached).

### **11. District Council Update**

A written report had been circulated in advance of the meeting (see attached). In response to questions from residents Andy Hadley explained that Shape Mendip were the Council's legal services. Also, that due to new environmental legislation that comes into force when there is a change of lease on a property, Blenheim Gardens Café does not meet the requirements for an Energy Performance Certificate (EPC). The Council's Asset Group were considering the options. The aim was to get the building back into operation, but it would not be open for this coming season. The Council were also aware of the Covenants on the building.

Andy advised that he and Mandy Chilcott had talked to Barclays Bank about the closure of the Minehead branch in June, as a result of which Barclays were looking into having a contact centre in the town.

West Somerset Council and Taunton Deane Borough Council would cease to be on 31 March 2019. The Shadow Executive and Shadow Authority (Somerset West and Taunton Council) would take over from 1 April 2019.

## **12. Town Council Update**

A written report had been circulated in advance of the meeting (see attached). Sandra Slade informed the meeting that the Town Council were organising the band concerts in Blenheim Gardens and a series of concerts for the Summer season 2019 were currently being worked on. With the unavailability of the café they were looking into the provision of a mobile refreshments van.

Maureen Smith advised that the Town Council's Public Convenience Advisory Group meeting had met on 1 March and she had brought copies of the Group's report with her for anyone interested. A public survey was being undertaken to find out what the public felt about the provision of public toilets, payments to use them and disabled access. Copies of the questionnaire had been brought to the meeting and Maureen encouraged residents to complete them.

## **13. Somerset County Council Update**

Mandy Chilcott reported the following:

- Somerset County Council worked with the NHS and other health services and some of these staff would be moving to the County Council.
- The 111 telephone service was moving to Devon Doctors.
- The Council's Scrutiny Committee were looking at ambulances and the length of time it took to get to Minehead. A report on response times had been requested from the Ambulance Service.
- Panorama had been filming on adult social care provision in Taunton and this had also looked at Minehead.
- As at September 2018 SCC were £19m adrift on the budget. Due to extra monies being found in rates, etc. they were now predicted to come in under budget.
- Council tax increases for adult social care had gone to providers across the County.
- Somerset was in the top 14 areas in the South West for getting people back into the community.
- Delays at junction 25 on the M5 continued as works were ongoing.
- SCC were looking for mentors to get involved in the National Citizenship Programme, which was a very popular and successful initiative for young people of 16 and 17 years of age.

## **14. Dates & Venues of Future Meetings**

**Future meeting to be held on:**

Wednesday, 26 June 2019 at 6.30pm at The Hub, Hopcott Road, Minehead.



# Minehead Coastal Community Team



## June 2019 – MCCT Update to Minehead Area Panel

1. **Report on progress on Enterprising Minehead Project**
2. **Minehead Eastern Esplanade Design and Scheme Information**

### Enterprising Minehead

**Artisan Markets** – Six markets held last summer. Markets have been extended this season to nine that started at Easter. Feedback from stallholders has been really positive.

**Guided Walk Ambassador Scheme** – 10 walks took place last year between March–Sept and exceeded the TIC expectations. The walks raise a small amount for the scheme to cover refreshments for the volunteers, replacement uniform & kit. Details from Minehead Tourist Information Centre and [www.mineheadbay.co.uk](http://www.mineheadbay.co.uk)

**Minehead Bay website** – Minehead TIC has received positive feedback from the industry regarding the new destination website [www.mineheadbay.co.uk](http://www.mineheadbay.co.uk) since the launch last summer

**Minehead Maritime Trail & Gallery** - The visitor centre has received many favourable comments on the gallery in particular and relayed that 'Visitors and residents alike have commented on finding it interesting comparing the Town to 'then' and 'now'. It has also brought more people into the Museum to find out more about Minehead. They have also received comments from visitors about the Maritime Mile trail providing information about Minehead's heritage and how children like to follow the sea shells along the promenade.'

### Minehead Bay Brand

The Minehead Bay brand is to attract new target markets. The intention is to re-position the town in the minds of visitors. The new unique brand identity will assist marketing activity. It provides a set of high quality professional branding tools and guidelines.

**Minehead Bay Branded Merchandise** – branded merchandise can be purchased in the Minehead Tourist Information Centre. On sale are T-Shirts, Mugs, Pens, Keyrings, Hessian Shopping Bags, Fridge Magnets and Car Stickers.

**Eastern Esplanade Development** – The development includes hard and soft landscaping work, two play areas, enhanced seating, planting, enhanced lighting. – See design and information update below

Completion should be in June.

**Edwardian Shelter concession** – The shelter that has half converted in to a pop up shop is intended to be used for hire of deck chair hire pilot this season from July - Sept.

## West Coast 360

Main update from West Coast 360 is the forthcoming training activity:

**Free to attend Food Safety in the Outdoors** training sessions are taking place on 25 April and 27 June. Aimed at anyone that might be involved in outdoor catering over the summer. (The aim being to reduce the risk of food poisoning at summer barbeques!)

Details are in the calendar on the [www.westcoast360.co.uk](http://www.westcoast360.co.uk) website, Follow links below to book:

25 April <https://www.westcoast360.co.uk/calendar/2019/04/25/food-safety-in-the-outdoors-level-2-award-in-food-safety-in-catering-2>

27 June <https://www.westcoast360.co.uk/calendar/2019/06/27/food-safety-in-the-outdoors-level-2-award-in-food-safety-in-catering-2-2>

The group organised a successful Jobs Fair in March which took place at Butlin's and are making preparations for:

Schools Bake Off in October

A Hospitality & Tourism Sector Based Work Academy (two week training programme aimed at unemployed) to take place in November

There are some flyers which have been produced to promote the project and more specifically the Ambassador Programme.

Please encourage people to take the online programme and encourage others to do so!  
<https://www.westcoast360.co.uk/ambassador-programme>

The group is also looking at getting a Highfield Training Centre established within Minehead. This could have potential to allow local training that is provided by the partnership to be accredited and provide a more practical element to online based courses. This is a work in progress.

# Minehead Eastern Esplanade

## Design and Scheme Information

### Background

Enterprising Minehead is a partnership project involving Minehead Coastal Communities Team (MCCT) that includes representatives from County Council, District Council, Town Council and business, voluntary and leisure sectors.

The project aims to make the most of Minehead's traditional appeal as a seaside resort – while making sure it is fit for the 21st century.

The initiatives include the physical re-development and refurbishment of the Eastern section of seafront, a tourism training academy, a business improvement district (BID), new events, heritage trail and branding and marketing activity.

The projects have an emphasis on boosting the economy, creating new jobs and improving skills, marketing and branding.

The Eastern esplanade enhancements includes items such as the existing contemporary lighting and seating which we could not afford to replace as part of the scheme, an overall contemporary theme has been designed for this section in the project site area as it would look odd, particularly if a more traditional style were chosen. It was therefore decided to keep these elements and to utilize them where required within the project area. Their style was a design influence for the new Eastern esplanade scheme in the project area, which therefore has a contemporary style.

### Public Consultation

Extensive public consultation was carried out in 2018 to establish what the community wanted from the scheme. Given the budget available we were only able to include some of the more popular, and practical choices from the consultation. These included:

- Planting and trees.
- New seating and some seats to encourage social group seating (plus refurbishment and re-siting of some of the existing seating).
- A couple of raised areas providing higher seating to allow views over the sea wall.
- Children's play.
- More decorative lighting.

### The Design Scheme

The resulting design for the budget delivers a scheme which is contemporary in style so that it fits in with the areas of the promenade on either side. The particular treatment of the different elements is as follows:

#### Planting

The brief developed for the planting was to have the main area of interest in the tourist season; to be relatively low maintenance and to allow for easy removal of drifting sand.

The style of planting chosen was therefore based on the dry garden ideas of Beth Chatto, now being popularized in seaside resorts around the country such as at Lister Gardens in Lyme Regis. This style has a predominance of herbaceous plants and grasses which flower in late summer and have a low water requirement. Shrubs and trees are few in number and have straight trunks with foliage happening at a higher level (cabbage palms and pine trees) in order that they trap as little sand as possible. The plants will die back in the winter to allow for sand clearance. There

are also some plants to extend the season of interest earlier into the summer such as alliums, erigeron, iris and kniphofia.

### **Play Equipment**

Play equipment is split over two age groups, toddlers and older children. The toddler's area is closer to the kiosk at the eastern end where parents might want to sit and watch while using the kiosk. The play areas have a seaside theme with features such as ships, sea creatures and pebbles.

### **Seating**

It was not possible within the budget to have a wholesale change of the seating in the Eastern esplanade and in any case, as some of the original concrete bench seating was to be retained in areas either side, it was felt that the scheme would fit in better with the whole promenade if some of this seating was retained. Seating is therefore as follows:

- Some existing concrete and timber seating is retained with the concrete bases being cleaned and the wooden seats replaced.
- New seating is more 'social' in function and includes freeform concrete pieces to allow more social group seating.
- Some of this seating is placed on raised platforms to allow views over the sea wall. The platforms mirror the shape of the existing shelter bases and could be used as a base for new shelters in the future (subject to funding).
- At the round breakwater bases, benches have been replaced with more contemporary seats to fit in better with the scheme. The existing black Victorian seating was still fit for purpose and will be re-used in other areas around the Town.

### **Paving**

The budget did not allow for wholesale replacement of the paving along the Eastern esplanade so the design concentrates upon a small number of decorative paving areas which will have an impact in specific high use areas. This includes replacing old and worn paving under some of the existing Victorian shelters with new block paving, and new areas of blue aggregate paving.

The blue aggregates consist of tumbled blue quartz and glow stones (which glow at night) that are placed around the 'Minehead Seats' near Jubilee Café, and perpendicular to the lights at the wider, eastern end of the project area.

### **Lighting**

Decorative lighting is also concentrated into areas of high impact and usage, in particular the area adjacent to Jubilee Cafe has floor stud lighting under the 'Minehead Seats' and lights to wash light up the sea wall.

The wider area of promenade to the eastern end also gets a lot of use and provides an opportunity for decorative lighting. Here there are some of the existing contemporary promenade lights which will have down-lights on the landward side, washing light onto the ground and blue paving strips.



### Minehead BID update – June 2019

Minehead BID has now nearly reached its first anniversary, we are currently supporting or have carried out the following activities within the town since our last update:

#### Events:

- Financed the entertainment which has been added to the Artisan Markets
- Organised the May Day celebrations on Wellington Square in May 2019
- Underwrote the first Minehead Steampunk Festival over the May bank holiday weekend and have agreed funding for this to grow and develop in 2020
- Funding, supporting and helping deliver the Minehead Cycle Grand Prix on June 22<sup>nd</sup> and 23<sup>rd</sup> with the Minehead Cycling Group amongst others
- Funding a Steam Lorry to run from the Town Centre, Sea front and Harbour on dates through the summer
- Funded the training of 3 members of Gateway Events/Minehead Connect to obtain the Chapter 8 qualification which will help with future road closures when events take place in town
- Provided support and advice to event organisers on potential events
- Participated in the conversation led by the Town Council on Christmas in Minehead this year

#### Marketing and Communications:

- Production of bi-monthly printed newsletters which are hand delivered by our board of directors to all BID levy payers to update them on our work (a copy of the latest edition is attached)
- Updates on the [www.mineheadbid.co.uk](http://www.mineheadbid.co.uk) website on our activities and the decisions made
- Regular press releases issued on Minehead BID activities
- Rebranded our Facebook page as Visit Minehead and provide updates on and promote events, businesses and the activities of Minehead BID
- Support for the Safer Somerset Business Partnership
- Instigation of a Springboard footfall monitor in The Avenue which we hope to be in place for the summer
- Completion of the national Springboard vacancy survey – our current vacancy rate is 4.5%
- Joined Visit Somerset as members which will give us new opportunities to promote the town to a wider audience, this includes specific pages for Minehead on the new [www.visitsomerset.co.uk](http://www.visitsomerset.co.uk) website, adverts in the 2020 Visitor Guide and Attraction Map, plus regular mentions on their social media channels

#### Public Realm

- Undertaken an audit of defects within the BID area, working with Somerset West and Taunton amongst others on rectifying these
- Commissioning of bunting and flags within the town centre

- The purchase and installation of 41 new hanging baskets to be located within the town centre, this includes the plants and watering, these will be delivered and installed in mid-June
- Been gifted 8 benches by Somerset West and Taunton which were released as part of the Esplanade project to become additional seating in the town centre. These will be sited when the appropriate permissions have been received
- We remain keen to dress empty shop units and hope to work on this during the summer

#### **Reducing Overhead Costs for BID levy payers**

- The commission of (BID Specialists) Meercat Associates who have started meeting with BID levy payers to help save them money

We remain committed to working with partners to deliver the best for Minehead. If members of the Area Panel would like to know more about the BID or wish to discuss any of the projects listed, please contact Andrew Hopkins, the BID Manager on 07703 668928 or [manager@mineheadbid.co.uk](mailto:manager@mineheadbid.co.uk)

10<sup>th</sup> June 2019

## Get Involved!

When the Minehead BID was formed last summer, we agreed that we wanted the BID to be transparent and inclusive – involving all its members in the decisions we make and the work we carry out on your behalf. Nine of you already volunteer as Directors of the BID Board, while other business people joined the steering group which helped to shape our founding business plan – this plan can be viewed on the BID website.

We will be holding our first AGM this July (date and venue to be announced). Two of our existing Directors will stand down, as per the terms of our Articles of Association, so there is an opportunity for two other Minehead BID members to replace them – if that is you, I want to know!

We are also on the look out for people to join our sub-groups, which meet monthly and help inform our work on particular issues. We currently have groups focusing on Events, Marketing and the Public Realm. If you have skills or expertise in these areas, which you would like to share, please get in touch.



Last but not least, I am keen to ensure that our social-media channels on Facebook and Twitter are packed with information from our member businesses. If you have a story to share or would like to help me schedule content, then please drop me a line.

I can be contacted via [manager@mineheadbid.co.uk](mailto:manager@mineheadbid.co.uk)

**Andrew Hopkins,**  
*Minehead BID Manager*

## Small Benefits Add Up

All BID levy payers who advertised in the Minehead Chamber of Commerce Shopper's Guide saved £10 on their advert due to their BID membership this year.

Any businesses in the BID area which advertise on West Somerset Radio can make similar savings. Bryan Leaker, the Chairman of West Somerset Radio is offering BID levy payers a discount on advertising packages at the radio station. If this is of interest to you, please contact 01643 652844 or [sales@westsomersetradio.co.uk](mailto:sales@westsomersetradio.co.uk)



## Two new events entertain Minehead

Minehead BID dipped its toe in the water with the launch of two new Town Centre events which we hope will catch on and become a regular part of the calendar.

On May Day Maypole dancing from the pupils of Minehead First and St Michael's First School, West Somerset Morris Dancers and the Acorn Shanty Band entertained town centre shoppers in Wellington Square as did the Hobby Horse who popped in to say hello.

Over the first May bank holiday weekend, the BID funded the Stoggymen who performed at the Artisan Market and underwrote the first Minehead Steampunk Festival. The opportunity to host this event came to us quite late in the day after an event had been cancelled in Wales, taking over forecourts and function spaces all over the town with Victorian cyber punk, visitors enjoyed something wherever they turned. Minehead's steam bus, a familiar site now, took passengers from one area to the next. A music and variety show at the Regal was thrown in for good measure.

Alison Prior from Wombledon said "The weekend Steampunk Festival brought a lot of new visitors to Minehead in colourful regalia, bringing a real sense of occasion to the town. This can only get better so we must make sure we repeat the event".

Both events were new to us and feedback received has been encouraging, we can now build upon this. Let us know what you think by telling one of the BID directors or emailing [manager@mineheadbid.co.uk](mailto:manager@mineheadbid.co.uk)



## An idea for Minehead

One of our BID levy payers out for the day spotted umbrellas that have been placed in now empty Christmas Tree holders in Exeter to great effect. We may try it. Cheap colourful but effective. If any of you spot other ideas, let us know. Your Directors can't be everywhere all the time. We need YOU to help us deliver better things for Minehead.

## Minehead Signing for the Hearing Impaired

If any retailer or hospitality organisation wants to welcome their deaf clients in basic sign language, then the friendly Minehead Social Signers is worth approaching. This is a not-for-profit group run by volunteers, which meets weekly at 7pm on Mondays at the Old Hospital. Visit their Facebook page Minehead Social Signers, and admin will happily answer any questions.



## Retail Discount Scheme

In the Autumn Budget of 2018, the Government announced that it will provide a business-rates retail discount scheme, for occupied, retail properties with a rateable value of less than £51,000 in the years 2019/20 and 2020/21. This discount has now been applied to businesses in Somerset West and Taunton, and letters and new bills have been issued. If you think your business qualifies for this discount, but you have not received a bill and letter detailing the discount, please contact Somerset West and Taunton Council on 0300 304 8000.

Somerset West  
and Taunton

## West Somerset Business Group

The West Somerset Business Group is a local network committed to supporting and celebrating the business community. We meet about once a month across the area to hold training events, covering all aspects of starting up and running a small business.

West Somerset  
BUSINESS GROUP

If you would like to be added to our mailing list, please sign up via our website. You will be the first to know about the free support, workshops and networking events available to you.

[http://eepurl.com/gdNX\\_H](http://eepurl.com/gdNX_H)

## Opportunity for Investment in new Major Road Improvement Schemes – for the Minehead Area Panel Meeting, 26 June 2019

### Major Road Network Investment

- The Government has set aside £3.5bn for a new programme of major improvements to local roads using vehicle excise duty for construction between 2021 and 2025.
- Scheme priorities need to be identified and submitted by sub-national transport bodies (regional groupings of highway authorities).
- Somerset is part of the 'Peninsula Transport' body with Cornwall, Plymouth, Torbay, and Devon Councils.
- The body has to identify and prioritise its top ten deliverable Major Road Network schemes across the region by summer 2019, and any likely Large Local Major Schemes (see below); and the promoting local authorities need to provide business case information to enable the Government to choose which schemes it wants to progress.
- There are two types of schemes – 'Major Road Network' (MRN) schemes which must be on a specific network identified by Government (see map below) and cost between £20m and £50m; and 'Large Local Major' (LLM) schemes which do not need to be on the MRN network but must be over £50m. All schemes require at least a 15% local contribution and must be able to be fully constructed by March 2025. This severely limits the potential schemes since schemes of this size would already need to have been through some initial development to be able to submit a costed business case in Summer 2019 for construction between 2021 and 2025.
- The MRN network does not include the A39 in West Somerset so that road is therefore not eligible for MRN schemes. In responding to the consultation on which roads to include in the MRN network in 2018 Somerset County Council and Peninsula Transport did strongly request that the A39 in West Somerset be included on the network, but DfT did not include it as there was not enough traffic using the road to meet their criteria.
- The A39 in West Somerset is eligible for Large Local Major Schemes funding but these are considered by Government to be exceptional schemes and there are no schemes for the A39 that have been developed to a suitable state for submission this year. Initial options, feasibility design, costing and quantification of economic benefits would need to be undertaken to support a submission this summer. Such schemes would also need to demonstrate considerable economic benefits requiring large traffic volumes and unlocking new development areas.
- Somerset County Council does not have sufficient funds to develop the business cases required for these schemes so any development work needs to be funded by District Councils.
- Mendip District Council has funded initial development of potential schemes for Walton/ Ashcott and Glastonbury which are on the MRN network; and these will be the schemes that are put forward for prioritisation alongside other schemes in the Peninsula Transport area.





**Mike O’Dowd-Jones**

Strategic Commissioning Manager - Highways and Transport  
Somerset County Council

Phone: 01823 356238

Mobile: 07977 412097

E-mail: [modowdjones@somerset.gov.uk](mailto:modowdjones@somerset.gov.uk)

Live travel information from across Somerset: <https://travelsomerset.co.uk>

Travel safely: [www.somersetroadsafety.org](http://www.somersetroadsafety.org)



## **Area Panel Meetings (Minehead) items for discussion / community information.**

**Planned Meeting Date:** 26<sup>th</sup> June at 6.30pm at the Hub, Hopcott Rd

### **Operational News relevant to the areas covered by Minehead Area Panel meeting:**

Call numbers have doubled since the last report submitted to the area panel.

Since the last update submitted for the meeting held on 13/03/2019, between 19/02/19 and 30/05/19 Minehead crews have responded to 63 operational calls.

These have included 2 Road Traffic Collisions, 1 vehicle fire, 8 property fires, and 11 fires in the open including, heathland or unattended/out of control fires on open land.

15 various special service calls. These included assisting ambulance to forced gain entries for critical medical calls, assistance at moving and carrying patients in difficult situations. They also attended a hazardous materials exposure incident, lift rescues and an animal rescue.

Crews have responded to a number of weather related flood calls and trees down on power cables/property.

Provided standby cover at other fire stations whilst they were attending different protracted incidents.

We have also attended 16 domestic and commercial smoke alarm calls and other calls made with good intent that were often fires out on arrival.

### **Community Safety news and other fire safety activities within the areas covered by the relevant area panel meeting:**

Since the last area panel meeting, community safety work has been carried out at various events in and around Minehead.

These have included:

- Home fire safety visits to those requesting a visit and being considered at higher risk.
- Regular talks for vulnerable groups at the local hospital.
- Continued business compliance visits and safety checks. Some have resulted in action being taken and others have been given advice where necessary.

- Crews continue to raise awareness about our Home Fire Safety Check and Visit Service locally. **Please see below for full details:**

### **FREE Home Fire Safety Checks and Visits**

Did you know you are entitled to a **FREE Home Fire Safety Check** and may also be entitled to a **FREE Home Fire Safety Visit**?

Do you know or care for someone that may benefit from this service?

All residents that live within Devon or Somerset are entitled to call our **FREEPHONE** advice number and receive **FREE home safety advice**.

It will take no more than 5 minutes and you will be asked some simple questions that will help our advisor decide if you need a **FREE Home Fire Safety Visit**.

Home Fire Safety Visits, take around 30 minutes and are bespoke to suit the circumstances of the individuals and homes we visit.

If a Full **FREE Home Fire Safety Visit** is considered appropriate, it may also include fitting **FREE** smoke detectors or other equipment should you require them. You would also be offered all the advice you may need to make you safer in your home.

Visits are arranged to suit your circumstances and at times to suit you.

Calls can also be made on behalf of others that you care for, and arrangements made via a preferred third party contact.

If a visit is not considered appropriate following your telephone call, our team will ensure you are sent all the relevant **FREE advice and literature** to help you carry out the checks in your own home.

To receive the **FREE Home Fire Safety Check** and seek advice about a **FREE Home Fire Safety Visit**, please call **0800 05 02 999**.

**Or Text info line: 078 00 00 2476**

Further details can be found on our website at **[www.dsfire.gov.uk/YourSafety/SafetyInTheHome](http://www.dsfire.gov.uk/YourSafety/SafetyInTheHome)**



## Minehead Town Council Update Report for Area Panel Meeting 26 June 2019

- **Community Building in Irnham Road:** contracts have been signed and work is expected to start at the beginning of July.
- **Public Toilets:** Refurbishment programme is ongoing. Blenheim Unisex toilets refurbishment has been completed and they are open. A usage survey of Summerland Road is facilities taking place in July.
- **Bus ticket Office Summerland Road car park** has been taken back in hand by MTC for use as a community office. Bookings being taken at MTC.
- **Blenheim Gardens:** are owned by the District council but MTC own the toilets and organise the Summer Band Concert programme. The District Council have awarded the concessions contract to 'Gateway events' for this summer to the end of January 2020. This will be accompanied by a consultation with residents about the long-term future of the Café and concessions in the park.
- **Floral displays:** MTC are working with Minehead BID. The flowers have arrived and are in the process of being put up around the Town.
- **Partnership Meeting** looking at Christmas 2019 and the upgrade of signage, notice boards and street furniture: an initial meeting held stimulating discussions, ideas and enabled a greater understanding of individual organisations' plans already in hand for this year.



The logo for Somerset West and Taunton, featuring the text "Somerset West and Taunton" in white on a teal background with a white swoosh at the bottom right.

# Somerset West and Taunton

## **Somerset West and Taunton update report for Minehead Area Panel Meeting 26 June 2019**

1. Alexandra Road Car Park - The Council has instructed Legal to grant a lease for a site compound to Minehead Town Council to occupy part of the car park for duration of demolition and new build of Community Centre. The Council has instructed Legal to draft an easement to Minehead Town Council for right of access to the recreation ground and football club. Works are scheduled to start in May 2019.
2. Alcombe Children's Centre – The Council has instructed Legal to agree a lease for a new occupier and an existing occupier of Alcombe Children's Centre. If agreed, later this year there could be a third occupier in addition to Cheeky Cherubs and Somerset Partnership Dentists .
3. Blenheim Gardens café – Renovations are needed before the building can be formally re-let although the Council is actively looking for a concession holder to provide light refreshments and ices during the season.
4. Carousel Public Conveniences – a licence has been agreed in principle with works to be undertaken before the facility is re-opened.
5. Seaward Way -the Council is continuing with development of the site that will include both Commercial and Residential premises.



## Minehead Area Panel update - Somerset West Lottery

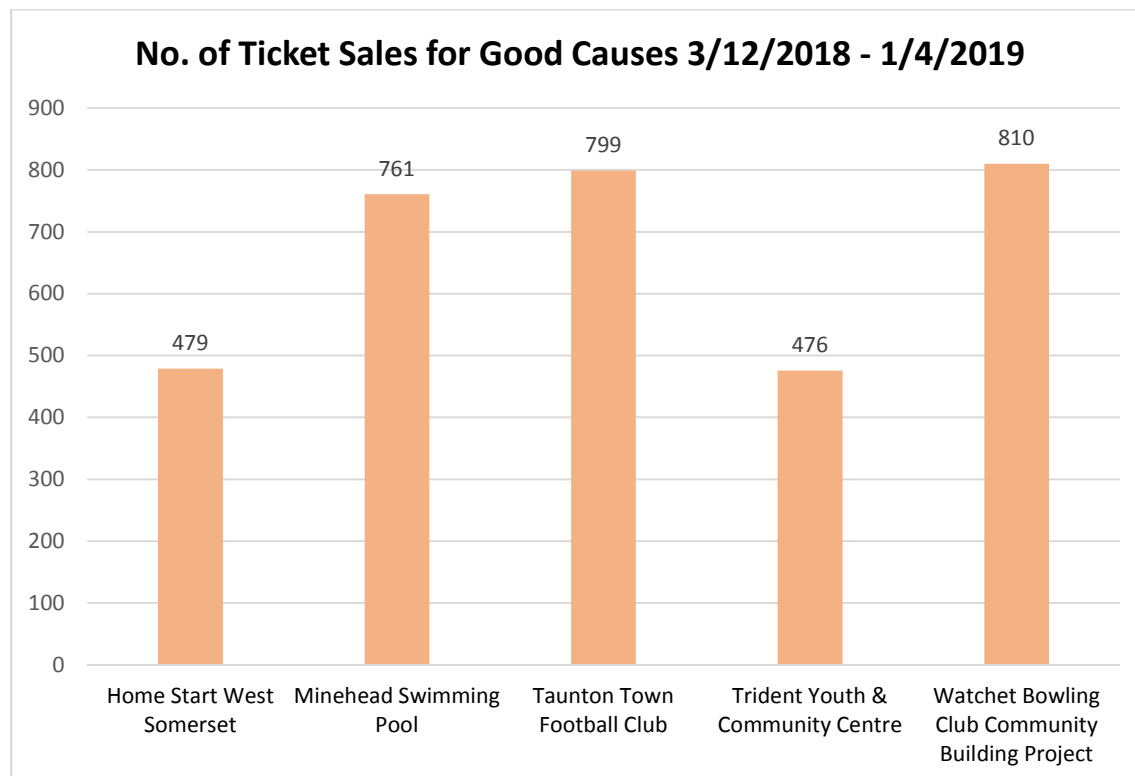
Please find below an update on the latest news from the Somerset West Lottery.

### Highest Ticket Sales for 4 months (3/12/2018 - 1/4/2019)

Congratulations to Watchet Bowling Club Community Building Project who recruited the highest number of supporters during the last 4 months selling **810 tickets**, raising **£2,078.50** for their organisation to date, having signed up 01/06/2017.

In 2<sup>nd</sup> place was Taunton Town Football Club with **799 tickets**, raising **£2,272.00** to date having signed up on 22/05/2017.

See chart below:-



Well done and thank you to all of our local good causes for their efforts in recruiting supporters for their cause and helping to raise **£71,662.26** for our local community. An amazing achievement.

### Local Good Cause Payments 4 months – 3/12/2018 to 1/4/2019

Month	Funds to Local Good Causes
December	£3,772.40
January	£3,044.20
February	£3,007.20
March	£2,927.40

### Bolt-on Prize and Winners

Somerset West Lottery has produced a few lucky winners recently a fabulous win of £2,000 won by Mr K of Minehead on 9 March 2019. There were also a few lucky winners who won £250 over the last 4 months; Mrs S from Tiverton on 5 January, Mr A from Taunton on 19 January and Miss S from Minehead on 23 March.

### Gift Vouchers available

A gift voucher from Somerset West Lottery gives your loved ones the chance to win a cash prize whilst also helping to raise money for Somerset West. Gift vouchers start from just £5 and include your choice of colour and a personal message. To buy a voucher see [link](#).

Many thanks to all of you who continue to support our lottery. Hopefully you have been one of our prize winners. I hope one of you may be the jackpot winner soon!

Gail Sloman  
Case Manager  
Somerset West and Taunton

## Minehead Museum - Report for Area Panel Meeting 26 June 2019

Julian Luke (Curator / Trustee)

The 2018 season saw a record breaking season with almost 10,000 visitors to the museum. Over the winter a further refit has taken place utilising grants from a number of sources to install additional showcases, display boards and to upgrade the slide show display screens.

The result has been a much improved visitor experience with a number of new displays this season and others expanded and improved. Among the highlights are the Punch & Judy puppets used by Roy Van Dyke, donated to the museum by his family and a display showing the history of the fire service in Minehead.

Since re-opening at the end of March, Minehead Museum has had some 4000 visitors (up on last year) and comments remain very positive, In addition the museum organised a well attended talk by Sandra Slade on "Minehead in Bloom" covering the great success Minehead had in regional, national and international competitions. The museum's publication programme has seen the issue of the revised edition of the "History of Minehead" by Caroline Giddens and a further publication is scheduled for July on "Minehead's Sacrifice" the story of those who died serving their country in World War One by Ian Davidson & Geoff Lloyd.

The museum is also now a designated Learning Centre for the Children's University and has produced a number of quizzes for younger visitors, based on the museum exhibits. These have also proved popular with children from outside of the project catchment area.

The museum remains totally volunteer run and managed. These volunteers keep the museum open six days a week from end of March to the 3rd November (closed Mondays) and seven days a week during the six week school summer holidays. We are always looking for more volunteers to help with stewarding, research, administration or publicity so anyone interested in helping the museum develop further, is welcome. Please e-mail [mineheadmuseum@btconnect.com](mailto:mineheadmuseum@btconnect.com) if you would like to help or you have material that would help tell the history of Minehead and Alcombe.

Tuesday to Saturday 10.00 to 4.00. Sunday 11.00 to 4.00.

Minehead Museum  
Beach Hotel Complex  
The Avenue  
Minehead  
Somerset TA24 5AP

Registered Charity 1169355





**Minehead Area Panel**

**Notes of Meeting held on 26 June 2019**  
**In The Hub, Hopcott Road, Minehead**

**Present:**

Mrs Jean Parbrook	Chair
Cllr Mandy Chilcott	Somerset County Council
Cllr Benet Allen	Somerset West and Taunton Council
Cllr Craig Palmer	Somerset West and Taunton Council
Cllr Andy Kingston-James	Minehead Town Council
Cllr Mimi Palmer	Minehead Town Council
Cllr Paul Bolton	Minehead Town Council
Cllr Norman Hercock	Minehead Town Council
David Peake	Somerset Highways
Karin Harwood	Somerset Highways
Sgt Dan Bishop	Avon & Somerset Police
Chris Jones	Devon & Somerset Fire & Rescue Service
Katrina Midgley	Engage/Minehead Coastal Community Team
Maureen Smith	Transition Minehead & Alcombe/Forum 21
Julian Luke	Minehead Museum
Jared Wicks	Butlins
Paul Ramsey-Read	Town Watch Radio
Bridget O'Brien	Resident
Lorraine Peler	Resident
Wendy Wright	Resident
Nigel Padfield	Resident
Kelly Green	Resident
Monica Hartwell	Resident
Stephen Brown	Resident
John Vicary	Resident
Jacqui Sherwood	Resident
Roger Thomas	Resident
Sandra Davidson	Resident
Pete Broom	Resident
Rita Caddy	Resident
Harold Compton	Observer
Susan Stapleton	Resident
Linda Hartwell	Resident
Andrew Parbrook	Resident
Lin Reed	Resident/Minehead Conservation Society
Gail Everett	Resident
Martin Wilsher	Resident
Daphne Barr	Resident
Sarah Wilsher	Somerset West and Taunton Council

**1. Welcome, Introduction and Apologies**

Jean Parbrook welcomed everyone to the meeting.

Apologies for absence were received from Andrew Hopkins (Minehead BID), Paul Johnson (Resident), Cllr Marcus Kravis (Somerset West and Taunton Council), Cllr Christine Lawrence (Somerset County Council), Lewis Lintern (MATA/The Avenue Methodist Church), Samantha Murrell (Somerset West and Taunton Council), Graham Sizer (Minehead BID), Cllr Sandra Slade (Minehead Town Council), Ray Tew (Minehead Development Trust).

## 2. Have Your Say – Community Issues/Concerns

Issues for Have Your Say, were as follows:

- (a) *Nigel Padfield expressed concern that the access for the assisted living unit associated with Dene Lodge on Bircham Road would be close to the no. 28 bus stop and the extra traffic could cause potential safety issues for pedestrians, particularly the children walking to and from West Somerset College. Cllr Mandy Chilcott advised that there was an ongoing plan to put a pedestrian crossing across Bircham Road, which had been started by Cllr Christine Lawrence a few years ago using funds from the Small Improvement Scheme. This scheme had recently been given more funding. The need for a crossing to Minehead Middle School was also needed, particularly since the school entrance moved from Ponsford Road to Townsend Road. This was being raised by Mandy.*
- (b) Maureen Smith advised that the majority of local Councils had pledged a commitment to climate change. A meeting was being held on 7 July to document all the actions needed to address climate change. She hoped to bring the final version to the next meeting. Also, every second Monday of the month through 2019 there would be a meeting at the Beach Hotel of the West Somerset Together Discussion Group, where like minded people could explore ideas for positive change in western Somerset.
- (c) *Kelly Green of Dunster Close expressed concern with the construction of the assisted living unit associated with Dene Lodge in that the work was taking place at anti-social hours such as 7am on a Sunday morning, and also about the size of the building. Sarah advised that the conditions on the planning permission would not include working hours and advised her to contact Environmental Health (Community Protection) at Somerset West and Taunton Council (SWT) about the anti-social hours. And if she thought the building was not being built in accordance with the approved plans of the planning permission she should contact Planning at SWT who would look into it.*
- (d) *John Vicary advised that the new street with the new houses of The Shires had been named Shires Close. As such post and deliveries had been going to residents in The Shires rather than the new houses. He had spoken to Minehead Delivery Office and the postal issue had been resolved but regular deliveries for Shires Close were still inconveniencing house owners/occupiers in The Shires, which was a particular problem for the less mobile/disabled. Sarah asked Mr Vicary to email her with the details and she would approach the appropriate officers at SWT in respect of street naming and signage.*

**ACTION:** John Vicary to email Sarah with details for liaison with SWT officers in respect of street naming and signage for Shire Close.

*Since the meeting John and Cllr Sandra Slade have met with Neil Corfield, SWT Highways Inspector, on site. He noted that John wished for the name of the road to be changed but advised him that it was very difficult to get the name of a road changed and thought that it was unlikely to happen. He recognised the difficulty in finding Shires Close and noted that there was no mention of Shires Close on the name plates at the entrance to The Shires. He suggested that Shires Close be put on name plates either side of the road at the entrance to The Shires and that an additional name plate be positioned to face incoming traffic, ie, outside no 6 The Shires that would direct vehicles towards 1-4 Shires Close and 3-5 The Shires. The decision on the road name change and name plates have been passed to the Asset Management Team at SWT for their decision and Neil will keep John updated. In the meantime Sarah suggested that notices be put on*

**front doors or windows of properties in The Shires advising postal workers and delivery drivers of their addresses and directing them to Shires Close.**

- (e) *Lin Reed reported that the red incident flag on the beach had been taken down despite the windy weather earlier today and asked why this was so. Cllr Paul Bolton advised that this was the responsibility of the harbourmaster with SWT. He stated that the post was currently vacant and that SWT had asked for the flag to be taken down.*
- (f) *Gail Everitt asked about the maintenance of the trees and plants by the coach park near the station and along the Trinity Way footpath alongside the railway line between Seaward Way and Warren Road (not the Morrisons side). Also, she reported that a street light near a play area close to Trinity Way had been on for 24 hours for over a year and asked for it to be looked into. Sarah advised that she had requested details of the maintenance programme for the coach park, which was owned by SWT, and would look into the footpath and street light issues.*

**ACTION: Sarah to look into these issues.**

***Since the meeting Sarah has found out that the streetlight is owned by Somerset County Council and has been informed that a repair job (ref 63140) has been raised and the light should be attended to by 4 July. The footpath is owned by Prowtings Homes South West whilst the open space land on either side of the footpath is owned by SWT. As such the maintenance of the open space land will be included in the open space maintenance programme.***

- (g) *Jacqui Sherwood asked why a contract had been given to a mobile catering unit for Blenheim Gardens that appeared not to meet all the required criteria. Cllr Paul Bolton advised that this matter had not been to the District Council's Licensing Committee and the contract had been awarded by the Licensing Manager. He would look into it.*

**ACTION: Cllr Paul Bolton to find out about the contract for the mobile catering unit for Blenheim Gardens.**

***Since the meeting Sarah has found out that the process to select a temporary cafe was considered to be fair by SWT Licensing officers and as per the Council's Environmental Health data, the food hygiene score for the chosen mobile catering unit was actually the top score that could be achieved.***

### **3. Minutes of the Meeting held on 13 March 2018**

The minutes were agreed as an accurate record of the meeting.

### **4. Minehead Coastal Communities Team – An Update**

A report had been circulated in advance of the meeting. Gail Everett said that the ship on the Eastern Esplanade needed a spotlight as it was dark at night. Katrina Midgley advised that lighting was planned and that she would look into it.

### **5. Minehead Development Trust – An Update**

There was little news to update the Area Panel on so a report had not been provided.

6. **Minehead BID**

A report had been circulated prior to the meeting. There was no one available to speak further to the report. No questions were raised.

7. **Police Report**

Dan Bishop reported the following statistics for the Minehead Area Panel area:

	13/3 to 26/6/19	Three months Prior to 13/3/19
• Recorded Crimes	211	180
• Anti-Social Behaviour Incidents	99	62
• Arrests	29	52
• Missing Persons	25	12
• Stop Searches	14	8

Offence Breakdown

• Assaults	71	74
• Public Order	38	27
• Theft	38	17
• Criminal Damage	33	18
• Burglary	9	17
• Vehicle Offences	4	15
• Robbery	1	3
• Possess Weapons	0	2

Dan reported that throughout the Summer months a drug education programme would be taking place in Schools, Colleges, etc. targeting both the youth and adults and teaching everyone about County Line drug dealing. A converted double decker bus would be used to show how a drug victim lives and explain the effects of drugs. This bus was run by an outside agency and cost £800 per day. Councillors would be invited.

He said that there was more engagement and visibility of officers at the current time and that if extra police support was required to let him know. He also encouraged everyone to report crime.

*Please find attached a Minehead Town Beat poster with full contact details for Dan and his officers, for your information.*

A resident reported that vehicles were being parked in the turning head at Dene Gardens. He had contacted the Council and they had advised that it was a police matter as it was classed as an obstruction. Refuse lorries were unable to turn. The vehicles tended to be owned by staff at Dene Lodge and they said they had permission to park there. Dan said that Police officers would look into it and talk to the Dene Lodge staff.

**ACTION: The Police to look into the issue of vehicular obstruction in Dene Gardens and talk to the Dene Lodge staff.**

In respect of reporting crimes, Dan advised that this could be done online and via messages to individual officers for the area.

Sandra Davidson expressed thanks to Sam Donati and Linda Brooks for their updates on Facebook. Dan informed that not all officers were given Facebook

accounts; he did not have one. PCSO Katherine Williams was to be given a Facebook profile.

Dan further added that a Safer Stronger Business Network was an online system for retail, commercial and licensed premises, whereby they could sign up to an App to share information on problem people within the town. This was a new venture which would be up and running by the end of July. Jean asked if this would replace the current TownWatch system. Paul Ramsay-Read advised that there were 40 radios within the town and the new system would be integrated with the current radio system. A closed meeting for TownWatch members would be held on 10 July where the Safer Stronger Business Network would be discussed.

A resident said that there had been an attempted burglary at his home over the weekend and he had not received any word from the Police even though he had reported it. Dan to talk to him after the meeting and look into it.

## **8. Highway Matters**

David Peake spoke to the report on Major Road Network Investment which had been circulated in advance of the meeting. He explained that the A39 in West Somerset was only eligible for Large Local Major Schemes funding under exceptional circumstances. However in terms of traffic flow the A39 at Dunster made this highway the third busiest County road, and about 50 years ago this was recognised and Marsh Lane, which had been the A39, was superseded by a new road. Also, Seaward Way was built in the 1980s.

### **Completed Highway Works:**

- Repairs to cattle grids in North Hill, Minehead.
- Footway resurfacing between Ponsford Road and Lower Meadow Road.
- Footway resurfacing in Doone Way, Alcombe.
- Carriageway patching in North Road, Minehead.
- Carriageway patching in Blenheim Road, Minehead
- Carriageway patching in The Avenue, Minehead

### **Future Highway Works:**

- Carriageway patching on the B3190 Sticklepath with temporary road closures between 8am and 5pm from 1 to 5 July inclusive.
- Carriageway patching on the A39 Minehead Road between Bilbrook and Washford with temporary traffic signals between 9.30am and 3.30pm from 8 to 12 July inclusive.
- Carriageway resurfacing on Marshfield Road, Alcombe with temporary road closures between 7.30am and 5.30pm on 16 and 17 July.
- Carriageway surface dressing on the B3190 Sticklepath between Chidgley and Raleghs Cross with temporary road closures during the day on 18 July.
- Carriageway surface dressing on the A39 Minehead Road between Bilbrook and Washford with a temporary road closure between 6.30pm and 23.30pm on 18 July (one evening).

David advised that roadworks were weather dependent as if it was too hot the works may need to be suspended. Works were currently three weeks behind schedule but those programmed for West Somerset would be undertaken and completed.

A resident advised that on Saturday, 22 June the bus stop outside the Co-op in The Avenue was closed but there was no signage to alert potential passengers. Karin apologised for this and said that she would speak to her colleagues in the Traffic Management Team at Somerset County Council and the Cycle Grand Prix organisers.

**ACTION: Karin Harwood to look into the closure of the bus stop outside the Co-op in The Avenue on Saturday, 22 June.**

**9. Highway Trees – Karin Harwood, Service Manager – Engineering Programmes, Somerset County Council (SCC)**

Karin reported that SCC were responsible for 21,041 trees within the County, 575 of which were in Minehead urban area. This included the trees on roadside verges and on streets in urban areas. Their aim was to manage the risk associated with trees, whilst retaining the arboricultural landscape. Public safety was a high priority so, for example, subsidence caused by tree roots was looked into. Checks were made for mechanical damage caused by vehicles hitting trees. Non-urgent cases were dealt with within ten working days, urgent cases more quickly. The majority of trees were inspected on a five-year basis. However, the trees on The Avenue in Minehead were given 6-month inspections.

A tree on the lower part of The Avenue towards the seafront had mechanical damage. The tree outside the Hairy Dog was diseased and needed to be removed. Hornbeams at the Middle School had been vandalised – the Police and School had been notified with the aim of stopping the vandalism.

Karin explained that trees that needed to be removed were cut down to a height of about 4ft to ensure that accidents could not occur by people tripping over low stumps. The 4ft stumps around the town would be removed en masse as it was cheaper to do them all at the same time.

A resident reported that in Irnham Road near Irnham Mews the roots of a tree were going through the tarmac and along the pavement. Katrina also advised of a problem with a tree stump outside nos. 3 and 5 Alexandra Road. Karin would arrange for these trees to be inspected.

Karin stated that following a survey on 24 June a total of eleven trees had been identified in the Minehead area as needing to be felled. Removal notices would be displayed to inform local residents. Unfortunately, SCC did not have a policy to replace trees so there was no budget for replacement trees. However, they were happy to work in partnership with other Councils and organisations willing to fund replacement trees by helping with the choice of species, waiving licence fees (about £120 per tree) and undertaking general maintenance. Talks would be held with Somerset West and Taunton Council (SWT) in this respect. Replacing trees was important, particularly in terms of climate change. Due to the disease Ash dieback 4,000 trees needed to be removed in Somerset and funding was required to replace the trees with other species.

The total revenue works budget for SCC was £93,000 to cover maintenance, removal and agency agreements. It was much cheaper to maintain a tree than to fell a tree.

Sometimes tree roots were cut through by contractors for the installation of utilities. The trees had to be removed and the ground repaired/infilled and SCC worked with the companies to obtain funding for replacement trees to be planted elsewhere.

Thanks were given to Karin for her interesting and informative presentation.

**10. Burning Issues**

A written report had been circulated in advance of the meeting. Chris Jones outlined to the meeting six options being put forward by the Devon and Somerset Fire & Rescue Service to modernise the service and make cost savings of about

£8m under the banner of 'Safer Together'. These options included the loss of stations in Devon and Somerset, including Porlock, and a reduced number of fire engines/services, affecting Lynton and Williton. These options were to be discussed by the Devon and Somerset Fire & Rescue Service on 28 June and the chosen option would be subject to a 12-week public consultation exercise commencing on 1 July, following which the chosen option would be implemented in November 2019.

The reason given for the changes was that the stations had been set up in 1948 and were now no longer fit for purpose and needed modernising. It was expected by the Authority that response times would still be met with the proposed reductions.

The meeting felt that the loss of the Porlock Fire Station and reduced services at Williton and Lynton would adversely affect the efficiency of the Minehead service.

It was agreed that Chris would email Sarah with the weblinks to the Safer Together programme and consultation process for forwarding to the Panel emailing list. Chris urged the meeting to take part in the consultation.

**ACTION: Chris to email Sarah with weblinks to the Safer Together programme and consultation process for circulating to the Panel distribution list**

*This was done and the links can be found below:*

<https://www.dsfire.gov.uk/SaferTogether/ServiceDeliveryConsultation/Index.cfm?siteCategoryId=18&T1ID=211>

<https://www.dsfire.gov.uk/ContactUs/MediaEnquiries/Index.cfm?siteCategoryId=6&T1ID=66>

**11. Town Council Update**

A written report had been circulated in advance of the meeting.

**12. District Council Update**

A written report had been circulated in advance of the meeting.

**13. Somerset County Council Update**

No report was available.

**14. Any Other Business**

**Cost of refurbishment of shelters**

Craig Palmer pointed out that 'Matters Arising' had been omitted earlier in the meeting. Under Item 2(f) of the 13 March minutes Mimi Palmer had asked for the cost of the refurbishment of the shelters but as Andy Hadley had sadly not come back with the cost, he wished to report that the total cost of repairs, replacements, re-painting, etc. had totalled £28,850.

**A Man Shed in Minehead**

An enquiry was raised as to progress in setting up a man shed in Minehead. Katrina Midgley explained that it was an Engage project and a venue was still being looked for. If anyone had any suggestions to please put them forward.

**Blenheim Gardens Café**

This would be discussed at the next meeting.

**Annual Election of Chair for Minehead Area Panel**

Jean reported that the election of Chair would take place at the next meeting on 11 September. Anyone wishing to be Chair should let Sarah know by email on: [s.wilsher@somersetwestandtaunton.go.uk](mailto:s.wilsher@somersetwestandtaunton.go.uk) by the end of August with a proposer and nominator.

**15. Dates & Venues of Future Meetings****Future meeting to be held on:**

Wednesday, 11 September 2019 at 6.30pm in The Dunkery Room, The Old Hospital, The Avenue, Minehead

Thursday, 12 December 2019 at 6.30pm at The Hub, Hopcott Road, Minehead.

Wednesday, 18 March 2020 at 6.30pm at The Hub, Hopcott Road, Minehead.