

WITHYCOMBE PARISH COUNCIL

Clerk: Andy Giles, 32 Parkhouse Road, Minehead TA24 8AD

Tel: 01643 707141 Email: andy_giles32@live.co.uk

Chairman: Mrs Emma Wright. Email: burny150@gmail.com Tel: 01984 641602

2nd March 2016

Dear Councillor

You are hereby summoned to attend a meeting of Withycombe Parish Council on **Monday 7th March 2016** at **7.00 pm** in the **Memorial Hall** for the purpose of transacting the following business.

Andy Giles

Clerk to the Council

PUBLIC OPEN SESSION

- (a) Debbie Dennis – Village Agent – introduction / presentation
- (a) County Councillor – presentation of report
- (b) District Councillor – presentation of report
- (c) Members of the public

AGENDA

1. To receive apologies

2. To receive declarations of interest from Councillors

3. To approve the minutes of the following meetings:

- 3.1 Parish Council Meeting and Public Open Session 7th December 2015

4. Matters arising from the minutes:

- | | | |
|-----|---|-------|
| 4.1 | Planning Application - 1 Park Cottages (1670.2) | Clerk |
| 4.2 | Exmoor National Park – Issues faced by ENP Parishes (1670.5) | Clerk |
| 4.3 | Funding of Titholes Play Area (1672.1) | Clerk |
| 4.4 | Highway Repairs – Various Issues – see main agenda | Clerk |
| 4.5 | Issues with large vehicles passing through Withycombe – see main agenda | Clerk |
| 4.6 | Parish website – see main agenda | Clerk |

5. Planning Matters

- | | | |
|-----|------------------------------|-------|
| 5.1 | Applications Received - None | Clerk |
| 5.2 | Applications Approved - None | Clerk |

6. Presentation Of Finances

- | | | |
|-------|---|---------|
| 6.1 | To consider income and expenditure report to 29 th February 2016 | Clerk |
| 6.2 | Bank balances and reconciliation statement | Clerk |
| 6.3 | To approve the following accounts for payment: | |
| 6.3.1 | A Giles (Clerk) Salary + Home Allowance + Expenses (Jan 2016 – Mar 2016) | £991.44 |
| 6.3.2 | HMRC – Tax on above payment to Clerk | £134.28 |
| 6.3.3 | Withycombe Memorial Hall (Hire of hall for meetings) | £120.00 |
| 6.3.4 | West Side Windows (Cleaning of Bus Shelters) | £ 84.00 |

Presentation of Finances Continued.....

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|------------|---|----------|
| 6.4 | Active Living Account – approval of accounts for payment: | |
| 6.4.1 | Memorial Hall | £200.00 |
| 6.5 | Active Living Account – statement of funds | Clerk |
| 7. | Parish Website | |
| 7.1 | Report on progress towards the development of the parish website. | Clerk |
| 7.2 | Grant application update | Clerk |
| 8. | Highways | |
| 8.1 | To report any recent correspondence | Clerk |
| 8.2 | Update regarding issues with large vehicles passing through the village. | Clerk |
| 8.3 | Report on various outstanding issues within the parish | Clerk |
| 8.4 | Blocked Drains / recent flood events | Chairman |
| 8.5 | Greenland Lane | Clerk |
| 8.6 | Litter collection | Chairman |
| 9. | Rights of Way | |
| 9.1 | To report any recent correspondence | Clerk |
| 9.2 | Minehead & Burnham on Sea Motor Club – Scramble / Rally 16th April 2016 | Clerk |
| 9.3 | M.C.C. Lands End Trial – 25th / 26th March 2016 | Clerk |
| 10. | Titholes Orchard Update | |
| 11. | Annual Parish Assembly | |
| 11.1 | To set date of Parish Assembly and review invitations to attend / report | Clerk |
| 12. | County Councillor and District Councillor Reports | |
| 12.1 | To consider the report of the County Councillor and to take any necessary action. | |
| 12.2 | To consider the report of the District Councillor and to take any necessary action. | |
| 13. | Communication with Residents | |
| 13.1 | Informing residents of Parish Council meetings / decisions etc. | RB |
| 14. | Resignation of Councillor T Connolley | |
| 14.1 | Action regarding vacancy | Clerk |
| 15. | Correspondence Received. | |
| 15.1 | Somerset Day 2016 (SCC Correspondence) | Clerk |
| 15.2 | HM Queen’s 90 th Birthday Celebrations (Correspondence from NALC etc) | Clerk |
| 15.3 | Exmoor National Park – Consultative & Parish Forum 10 th March 2016 | Clerk |
| 16. | To receive items for inclusion on the agenda of the next meeting. | |

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety and Human Rights. Items for the next meeting to be held on Monday 6th June 2016 should be with the Clerk at least 14 days before the meeting.

The Public are welcome to attend. If any member of the public wishing to attend the meeting has special requirements (mobility or sensory impairment) please contact the Clerk. If anyone would like to receive a copy of the agenda via email please contact the Clerk:

Andy Giles Clerk to Withycombe Parish Council (Tel 01643 707141) e mail: andy_giles32@live.co.uk

THE PUBLIC AND PRESS ARE INVITED TO ATTEND THIS MEETING