

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

30th November 2015

Dear Councillor

You are hereby summoned to attend a meeting of Withycombe Parish Council on **Monday 7th December 2015 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) 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 September 2015

4. Matters arising from the minutes:

- | | | |
|-----|--|-------|
| 4.1 | Planning Obligations – Parish Priorities (1658.5) | Clerk |
| 4.2 | Planning Application - 1 Park Cottages (1658.3) | Clerk |
| 4.3 | Hole in the Road – Lower Street, Withycombe (1661) – see main agenda | Clerk |
| 4.4 | Parish Council – Casual Vacancies (Forms) (1664) | Clerk |
| 4.5 | Exmoor National Park – Issues faced by ENP Parishes (1665.2) | Clerk |

5. Planning Matters

- | | | |
|-------|--|-------|
| 5.1 | Applications Received - None | Clerk |
| 5.2 | Applications Approved | Clerk |
| 5.2.1 | Ref 6/41/15/105 – Treborough Lodge Farm – Timber Studio / Hobby Room | Clerk |
| 5.2.2 | Ref 6/41/15/104LB – Oak, Oak Lane, Withycombe –
New doors and windows – Listed Building Consent Granted | Clerk |
| 5.2.3 | Ref 6/41/15/103 – Simons Steep, West Street, Withycombe –
First Floor Extension | Clerk |

6. Presentation Of Finances

- | | | |
|-------|---|---------|
| 6.1 | To consider income and expenditure report to 30 th November 2015 | 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 (Oct 2015 – Dec 2015) | £615.40 |
| 6.3.2 | HMRC – Tax on above payment to Clerk | £134.28 |

Presentation of Finances Continued.....

- 6.4 Active Living Account – approval of accounts for payment:
 - 6.4.1 The Rest and Be Thankful (Active Living Group – Christmas Lunch) £160.00
- 6.5 Active Living Account – statement of funds Clerk
- 7. Budget 2016/17**
 - 7.1 To agree the budget for 2016 / 17 Clerk
 - 7.2 To set the Parish Precept for 2016 / 17 Clerk
- 8. Highways**
 - 8.1 To report any recent correspondence Clerk
 - 8.2 Hole in the road – Court Place Farm. Clerk
 - 8.3 Damage to wall near the Memorial Hall. Clerk
 - 8.4 Damage to the Ford, Rattle Row Clerk
 - 8.5 Damage to bridge wall – Coombe Lane Clerk
- 9. Rights of Way**
 - 9.1 To report any recent correspondence Clerk
 - 9.2 Beastway Lane – Clearance of Vegetation. Clerk
- 10. County Councillor and District Councillor Reports**
 - 10.1 To consider the report of the County Councillor and to take any necessary action.
 - 10.2 To consider the report of the District Councillor and to take any necessary action.
- 11. Parish Council – Transparency Code for Smaller Authorities**
 - 11.1 Procurement of Audit Services Clerk
 - 11.2 Transparency Code for Smaller Authorities – Website Publication Requirements Clerk
- 12. Correspondence Received.**
 - 12.1 Cuts to Bus Services and Concessionary Fares Scheme (SCC Consultations) Clerk
 - 12.2 ATwest Funding (Correspondence from SCC and Mr P Humber) Clerk
 - 12.3 Clean for The Queen – (Correspondence from WSC) Clerk
 - 12.4 WSC Community Asset Transfer Policy Consultation Clerk
 - 12.5 Street Naming and Numbering - (Correspondence from WSC) Clerk
 - 12.6 NHS England – Relocation of Dispensary Clerk
 - 12.7 Dulverton School Changes – (Correspondence from SCC) Clerk
- 13. 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 7th March 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