

# WITHYCOMBE PARISH COUNCIL

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

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Chairman: Mrs Emma Wright. Email: [burny150@gmail.com](mailto:burny150@gmail.com) Tel: 01984 641602

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1<sup>st</sup> September 2015

Dear Councillor

You are hereby summoned to attend a meeting of Withycombe Parish Council on **Monday 7th September 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 3<sup>rd</sup> August 2015

### 4. Matters arising from the minutes:

- |     |   |       |
|-----|---|-------|
| 4.1 | Clearance of vegetation around Council assets (1639.3)              | EW    |
| 4.2 | Civil Contingencies Unit (1639.4)                                   | Clerk |
| 4.3 | Planning Obligations – Parish Priorities (1642.2) – see main agenda | Clerk |
| 4.4 | Blocked Drains – Culver Lane (1645)                                 | Clerk |

### 5. Planning Matters

#### Applications Received

- |     |  |       |
|-----|--|-------|
| 5.1 | 6/41/15/103 Simons Steep, West Street, Withycombe –First Floor Extension | Clerk |
| 5.2 | 6/41/15/104LB Oak, Oak Lane, Withycombe – Replacement Windows / Doors    | Clerk |
| 5.3 | Draft West Somerset Local Plan   | Clerk |
| 5.4 | Planning Obligations – Parish Priorities                                 | Clerk |

### 6. Presentation Of Finances

- |       |   |         |
|-------|---|---------|
| 6.1   | To approve the following accounts for payment:                            |         |
| 6.1.1 | A Giles (Clerk) Salary + Home Allowance + Expenses (Aug 2015 – Sept 2015) | £433.92 |
| 6.1.2 | HMRC – Tax on above payment to Clerk                                      | £89.52  |
| 6.1.3 | R M Hurst - Active Living Expenses  | £80.25  |
| 6.2   | Annual Return – Audit Report from Grant Thornton                          |         |

7. **Highways**
  - 7.1 To report any recent correspondence
8. **Rights of Way**
  - 8.1 Motor Event 3<sup>rd</sup> October 2015 Clerk
9. **County Councillor and District Councillor Reports**
  - 9.1 To consider the report of the County Councillor and to take any necessary action.
  - 9.2 To consider the report of the District Councillor and to take any necessary action.
10. **Parish Council – Casual Vacancies**
  - 10.1 Letter to Parishioners. EW
11. **Correspondence Received.**
  - 11.1 NHS England – Relocation of Dispensary Clerk
12. **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 7<sup>th</sup> December 2015 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](mailto:andy_giles32@live.co.uk)**

**THE PUBLIC AND PRESS ARE INVITED TO ATTEND THIS MEETING**