

# 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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18<sup>th</sup> May 2016

Dear Councillor

You are hereby summoned to attend a meeting of Withycombe Parish Council on **Monday 23<sup>rd</sup> May 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) District Councillor – presentation of report
- (b) County Councillor – presentation of report
- (c) Members of the public

## AGENDA

1. **To receive apologies**
2. **Election of Chairman and Vice Chairman**
3. **To receive declarations of interest from Councillors**
4. **To approve the minutes of the following meetings:**
  - 4.1 Parish Council Meeting and Public Open Session 7<sup>th</sup> March 2016
5. **Matters arising from the minutes:**

5.1	Planning Application - 1 Park Cottages (1683.1)	Clerk
5.2	Westside Windows (1685.5)	Clerk
5.3	Website Grant (1686)	Clerk
5.4	Issues with large vehicles passing through Withycombe (1687)	Clerk
5.5	Highway Repairs – Various Issues – see main agenda	Clerk
5.6	Flood Plan for Withycombe (1687.6)	Clerk
5.7	Communication with Parishioners (1692)	Clerk
6. **Parish Council – Vacant Seat** Clerk
7. **Planning Matters**
  - 7.1 Applications Received
  - 7.1.1 Ref 6/41/16/102LB – Oak, Oak Lane, Withycombe –  
Consent to re-open a blocked up doorway – Listed Building Consent Granted Clerk
  - 7.2 Applications Approved
  - 7.2.1 Ref 6/41/16/101 – 1 Elm Cottages, West Street, Withycombe –  
Proposed two storey side extension with balcony. Clerk

## 8. Presentation Of Finances

8.1	To consider income and expenditure report to 30 <sup>th</sup> April 2016	Clerk
8.2	Bank balances and reconciliation statement	Clerk
8.3	To approve the following accounts for payment:	
8.3.1	A Giles (Clerk) Salary + Home Allowance + Expenses (April 2016 – June 2016)	£623.42
8.3.2	HMRC – Tax on above payment to Clerk	£156.66
8.3.3	Somerset Association of Local Councils	£ 79.52
8.3.4	Came & Company	£292.21
8.3.5	B Howe (Internal Auditor)	£????
8.4	Active Living Account – approval of accounts for payment:	
8.4.1	R M Hurst	£100.00
8.4.2	R M Hurst	£ 16.39
8.5	Active Living Account – statement of funds	Clerk

## 9. Final Accounts 2015 / 16

9.1	To approve Annual Governance Statement for 2015 / 16	Clerk
9.2	To approve Final Statements of Accounts for 2015 / 16	Clerk
9.3	To receive the report from the Internal Auditor	Clerk

## 10. Highways

10.1	To report any recent correspondence	Clerk
10.2	Report on various outstanding issues within the parish	Clerk

## 11. Rights of Way

11.1	To report any recent correspondence	Clerk
11.2	Public Paths Liaison Officer (PPLO)	Clerk

## 12. Titholes Orchard Update

## 13. County Councillor and District Councillor Reports

13.1	To consider the report of the County Councillor and to take any necessary action.
13.2	To consider the report of the District Councillor and to take any necessary action.

## 14. Correspondence Received.

14.1	Consultation – Statement of Community Involvement – Minerals and Waste (SCC Correspondence)	Clerk
14.2	Exmoor National Park – Submission of Draft Local Plan	Clerk
14.3	Centenary Fields – (National Playing Fields Association Correspondence)	Clerk

## 15. 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 5<sup>th</sup> September 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**