

# 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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30<sup>th</sup> August 2016

Dear Councillor

You are hereby summoned to attend a meeting of Withycombe Parish Council on **Monday 5<sup>th</sup> September 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) Dr Teresa Bridgeman – discussion regarding preparation of Parish Flood Plan.
- (b) District Councillor – presentation of report
- (c) County Councillor – presentation of report
- (d) 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 23<sup>rd</sup> May 2016
4. **Matters arising from the minutes:**

4.1 Communication with Parishioners (1700.6)	Clerk
4.2 Parish Council – Vacant Seat (1701)	Clerk
4.3 Parish Paths Liaison Officer (PPLO) (1706)	Clerk
5. **Planning Matters**

5.1 Applications Received	Clerk
5.1.1 Ref 6/41/16/106 – Extension to the rear of Scout Cottage – West St - Withycombe	Clerk
5.2 Applications Approved	
5.2.1 Ref 6/41/16/103 – Installation of telecommunications pole and equipment – Lower Rodhuish	Clerk
5.2.2 Improvement and creation of tracks at Langridge Wood, Culverwell Wood and Croydon Wood	Clerk
6. **Presentation Of Finances**

6.1 To consider income and expenditure report to 31 <sup>st</sup> August 2016	Clerk
6.2 Bank balances and reconciliation statement	Clerk

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|-------|--|---------|
| 6.3   | To approve the following accounts for payment:                             |         |
| 6.3.1 | A Giles (Clerk) Salary + Home Allowance + Expenses (July 2016 – Sept 2016) | £858.17 |
| 6.3.2 | HMRC – Tax on above payment to Clerk                                       | £137.19 |
| 6.4   | Active Living Account – approval of accounts for payment:                  |         |
| 6.4.1 | Withycombe Memorial Hall – Hire of hall Active Living                      | £260.00 |
| 6.5   | Active Living Account – statement of funds                                 | Clerk   |
- 7. Annual Return 2015 / 16**
- 8. Parish Flood Plan**
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|-----|--|-------|
| 8.1 | To agree a way forward following discussions in the Public Open Session. | Clerk |
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- 9. Highways**
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| 9.1 | To report any recent correspondence                    | Clerk |
| 9.2 | Report on various outstanding issues within the parish | Clerk |
- 10. Rights of Way**
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|------|---|-------|
| 10.1 | To report any recent correspondence                     | Clerk |
| 10.2 | Minehead & Burnham Motor Club Event 10th September 2016 | Clerk |
- 11. Titholes Orchard Update**
- 12. County Councillor and District Councillor Reports**
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|------|---|--|
| 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. Dates of Future Meetings**
- 14. Parish Clerk**
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|------|--------------------------------|--|
| 14.1 | Approval of National Pay Award |  |
| 14.2 | Future arrangements.           |  |
- 15. Risk Assessments**
- 16. Correspondence Received.**
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|------|--|-------|
| 16.1 | Somerset Association of Local Councils – Annual General Meeting<br>17 <sup>th</sup> September 2016 | Clerk |
| 16.2 | NALC Housing Survey  | Clerk |
| 16.3 | WSDC Planning Dept – Changes to Planning Consultations   | Clerk |
- 17. 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> December 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**